

FORT LAUDERDALE UNIVERSITY

THE INTERNATIONAL UNIVERSITY

1970-1971-1972

A nonprofit degree-granting institution
chartered by the State of Florida

COEDUCATIONAL
NONSECTARIAN



Accrediting Commission for Business Schools
American Association of Specialized Colleges
American College Public Relations Association
American Alumni Council
Council of Higher Educational Institutions
National Association of College Admissions Counselors
National Association of Educational Buyers
Private College Admissions Center
United Business Schools Association

All monetary matters referred to in this catalog are subject to change



Foreword

We welcome this opportunity to introduce you to Fort Lauderdale University by means of this catalog, which has been carefully prepared to give you information about the University and its programs.

Because Fort Lauderdale University is young, it is flexible, vibrant, not paralyzed by rigid tradition, not inhibited by fixed habits and attitudes, and willing to engage in pioneering efforts in the field of education. We are a rapidly growing institution, proud of our philosophy, goals, and achievements; of our alumni, faculty, and programs. We hope you will share our excitement and enthusiasm after reading this catalog.

We have tried to be particularly helpful to the prospective student and his parents. A Table of Contents and the Index are intended to assist in locating information desired. Should the answers to questions of special interest not be found, please feel free to write to officers of the University as indicated on the opposite page.

Dr. Stanley J. Drake
President

Directory for Correspondence

The post office address of Fort Lauderdale University is 1401 E. Broward Boulevard, Fort Lauderdale, Fla. 33301. The telephone number is 305-525-4761.

Inquiries should be address as follows:

Academic Interests	V.P. for Academic Affairs
Admission of Students	Director of Admissions
Alumni	Director of Development & University Relations
Athletics	Director of Athletics
Business Affairs	V.P. for Business & Financial Affairs
Catalogs and Bulletins	Director of Admissions
Correspondence Courses	Director of Admissions
Curriculum	V.P. for Academic Affairs
Faculty Appointments	V.P. for Academic Affairs
General Matters Pertaining to the University	The President
Gifts and Bequests	The President
Health and Medical Matters	University Nurse
Housing	Director of Housing
Payment of Student Bills	Cashier
Public Relations	Director of Development & University Relations
Scholarship and Financial Aid	Dean of Student Affairs
Student Activities	Director of Student Activities
Student Employment	Dean of Student Affairs
Transcripts and Records	Registrar
Veterans' Affairs	Veterans' Coordinator
Withdrawal Notices	Registrar

Office Hours:

Administrative Offices: 8 a.m. to 4 p.m., Mon. through Fri.

Closed Saturday

Faculty Offices: Consultation with Faculty Members by appointment.

For Students

If you have a problem with—	Person or Office to Contact
Adding Courses	Registrar
Admissions	Director of Admissions
Change of Major	Vice President for Academic Affairs
Change of Course or Section	Registrar
Counseling (educational, vocational, personal, and social)	Director of Guidance
Course Overload or Course Substitution	Vice President for Academic Affairs
Discipline	Dean of Student Affairs
Dropping Courses	Registrar
Housing	Director of Housing
Loans	Dean of Student Affairs
Lost and Found	Dean of Student Affairs
Mail	Dean of Student Affairs
Parking Fines	Cashier
Parking Permits	Director of Student Activities
Part-time Employment	Dean of Student Affairs
Payment of Tuition, Fees, etc.	Cashier
Readmission	Director of Admissions
Records, Academic	Registrar
Registration	Registrar
Reservation of Meeting Rooms	Vice President for Academic Affairs
Scholarships	Dean of Student Affairs
Selective Service	Registrar
Student Activities	Director of Student Activities
Student Finances	Cashier
Transcripts	Registrar
Transfer to other institutions	Registrar
Transportation	Director of Student Activities
Tuition and Fees (Payment)	Cashier
Veterans' Affairs	Veterans' Coordinator
Withdrawal	Registrar

Preliminary Application for Admission

I request an application for admission to Fort Lauderdale University
for the Fall Quarter Winter Quarter Spring Quarter
 Summer Quarter

Name of Applicant: _____

Address: _____ Phone: _____
(Street and Number)

(Town) (State) (Zip Code)

Name of Parent or Guardian: _____

(Give address if different from yours)

Name of High School from which Graduation took place:

(Grade Average)

Date of Graduation: _____
(Date)

Name of School, College, or University last attended:

Intended Vocation: _____

Mail to: Director of Admissions
Fort Lauderdale University
1401 East Broward Blvd.
Fort Lauderdale, Florida 33301

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Affiliate Directory

Accredited business colleges, technical institutes, and junior colleges affiliated with Fort Lauderdale University for the purpose of transfer of credits and inter-institutional cooperation:

ALASKA

Alaska Business College, Anchorage

ALABAMA

Alberson-Draughon College, Birmingham

Continental Commercial College

Massey-Draughon Business College

North Alabama College of Commerce

ARIZONA

Lamson Business College

ARKANSAS

Capital City Business College,
Little Rock

Capital City Business College,
Pine Bluff

CALIFORNIA

Airline Schools Pacific, Covina

Airline Schools Pacific, Santa Ana

Airline Schools Pacific, Santa Monica

Coleman College

Control Data Institute, Long Beach

Control Data Institute, San Jose

Empire College of Commerce

Grace Ball College

Riverside University

Sawyer College of Business, Pomona

Skadron College of Business

San Diego College of Business

COLORADO

Barnes School of Commerce

Blair Business College

Midwest Business College, Colorado
Springs

Midwest Business College, Pueblo

National Camera Technical Training
Division

Parks School of Business

CONNECTICUT

Connecticut School of Electronics

Hartford Institute of Accounting

Morse of Hartford

The Culinary Institute of America, Inc.

FLORIDA

Aladdin Business College

Charron-Williams College

Charron-Williams College Paramedical
Division

International Fine Arts College of
Fashion

Lakeland Business Institute

Massey Business College

Massey Technical Institute

Tampa Technical Institute

GEORGIA

Blayton Business College

Marsh-Draughon Business College

IDAHO

Link's School of Business

Twin Falls Business College

ILLINOIS

Control Data Institute of Chicago

DeVry Institute of Technology

Electronic Computer Programming
Institute

Gem City College

Illinois Business College

Illinois Commercial College

Institute of Drafting & Technology

International Data Processing Institute

Metropolitan School of Business

Midstate College

Moline Institute of Commerce

INDIANA

ITT Business Institute

Lockyear College of Business

Porter Business College

Sams Technical Institute, Evansville

Sams Technical Institute, Fort Wayne

IOWA

Hamilton College
Nettleton Business Training College

KANSAS

Central College
The Salt City Business College
Wichita Business College

KENTUCKY

Bryant and Stratton Business College
Draughon's Business College
Fugazzi Business College
Kentucky Business College
Louisville Tabulating & Computer Center
Owensboro Business College
Spencerian College
Sullivan Business College
United Electronics Institute

LOUISIANA

Bish Mathis Institute
Louisiana Business College
Meadows-Draughon College
Robinson Business College
Spencer Business College

MAINE

Beal Business College
Plus-Gray's School of Business

MARYLAND

Baltimore Institute
The Gardner School of Business

MASSACHUSETTS

Andover Institute of Business, Andover
Andover Institute of Business, Brockton
Andover Institute of Business, Lynn
Andover Institute of Business, Springfield
Aquinas Junior College of Business
Bryant & Stratton School
Bryant-McIntosh
Burdett College
Computer Institute
Information Systems School
Lowell Commercial College
Malden Business School
New England School of Accounting
Salter Secretarial School
Stevens College

MICHIGAN

Muskegon Business College

MINNESOTA

Electronic Computer Programming Institute
Globe Business College
Minneapolis Business College
Rasmussen School of Business

MISSISSIPPI

Phillips College

MISSOURI

Missouri School for Doctors' Assistants
Springfield Draughon Business University
Technical Education Corporation
The Gard Business University

MONTANA

Great Falls Commercial College

NEBRASKA

C. E. School of Commerce
Nettleton Business College and Computer Institute
Nettleton Technical Institute

NEW HAMPSHIRE

Andover Institute of Business

NEW JERSEY

Electronic Computer Programming Institute, East Orange
Electronic Computer Programming Institute, Paterson
Electronics Training Center
Roberts, Walsh Stenotype School
Union Technical Institute, Mountainside
Union Technical Institute, Asbury Park

NEW MEXICO

Draughon's Business College,
Albuquerque
Sante Fe Business College

NEW YORK

Albany Business College
Apex Technical School
Bryant & Stratton Business Institute
Eastern School for Physicians' Aides
Island Drafting School
Mandl School for Medical & Dental Assistants

Manhattan Medical & Dental Assistants
School

Sadie Brown's Collegiate Institute
Utica School of Commerce
Westchester Business Institute

NORTH CAROLINA

Croft Business College
Evans Business College
Hardbarger Business College
King's Business College
Miller-Motte Business College

NORTH DAKOTA

Aaker's Business College
Dakota Business College

OHIO

A.T.E.S. Technical School
Electronic Technology Institute, Akron
Electronic Technology Institute, Canton
Electronic Technology Institute,
Cleveland
Electronic Technology Institute, Lorain
Griswold Business College
Griswold Institute
Institute of Computer Management
Miller-Draughon College
Mount Vernon Business College
Northwestern School of Commerce
Ohio Institute of Business
Portsmouth Interstate Business
Southern Ohio Business College
Stautzenberger College of Business &
Professional Drafting
Steubenville Business College
West Side Institute of Technology
Whiting Business College

OKLAHOMA

American Flyers
Oklahoma School of Business,
Accountancy, Law, and Finance
Tulsa Business College

OREGON

Bassist Fashion Institute
Electronic Computer Programming
Institute
Merritt Davis School of Commerce,
Medford
Merritt Davis School of Commerce,
Salem

North Pacific Dental & Medical College
Western Business University

PENNSYLVANIA

Allentown Business School
Bethlehem Business School
Cambria-Rowe Business College
Central Pennsylvania Business School
Churchman Business College
Computer Systems Institute
Dean Institute of Technology
DuBois Business College
Duff's Business Institute
Electronic Institutes, Harrisburg
Electronic Institutes, Pittsburgh
Electronic Training Center
Erie Business Center
Institute of Computer Management,
Philadelphia
Keystone School of Business
Lackawanna Junior College
Lansdale School of Business
McCann School of Business
New Castle Business College
New Kensington Commercial School
Penn Commercial College
Penn Technical Institute
Philadelphia School of Office Training
Philco Technical Institute
Thompson Institute
Thompson School of Business &
Technology
Wheeler School, The
Wilkes-Barre Business College
Williamsport School of Commerce

SOUTH CAROLINA

Columbia Commercial College
Forrest College

SOUTH DAKOTA

Nettleton Commercial College
Northwest College of Commerce

TENNESSEE

Draughon's Business College, Knoxville
Draughon's Business College, Nashville
Edmondson College of Business
Knoxville Business College
McKenzie College
Memphis School of Commerce

Miller-Hawkins Business College
National School of Business
Tennessee Institute of Electronics
West Tennessee Business College

TEXAS

Community College
Draughon's Business College, Amarillo
Draughon's Business College, Lubbock
Durham's Business College, Austin
Durham Business College, Corpus Christi
Durham Business College, El Paso
Durham Business College, Houston
Durham Business College, Pasadena
Durham Business College, San Antonio
International Business College
Parish-Draughon's Business College
San Antonio Commercial College
Stenograph Institute of Texas
Valley Central College

VIRGINIA

College of Hampton Roads
Kee's Business College
Norfolk College
Phillips Business College

WASHINGTON

CTC Education Systems
Kinman Business University
Knapp Business College
Walla Walla Business College

WEST VIRGINIA

Center College
Fairmont Business College
Huntington College of Business

WISCONSIN

Acme Institute of Technology
Bryant & Stratton Business College
Patricia Stevens Career College and
Finishing School

WYOMING

Wyoming Technical Institute

CANADA

Success Commercial College

CHINA

Overseas Chinese Business College,
Taiwan (Free China)



Mr. Jack Rosenfeld, Executive Vice President of the Electronics Training Center of Philadelphia (shown at right) receiving certificate of affiliation for the purpose of transfer of credits from President S. J. Drake of Fort Lauderdale University.

SCHOOL YEAR 1970-71

1970

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
1	2	3	4	5	6		5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			

1971

JANUARY							FEBRUARY							MARCH							APRIL						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
4	5	6	7	8	9	10	1	2	3	4	5	6	7	1	2	3	4	5	6	7	5	6	7	8	9	10	11
11	12	13	14	15	16	17	8	9	10	11	12	13	14	8	9	10	11	12	13	14	12	13	14	15	16	17	18
18	19	20	21	22	23	24	15	16	17	18	19	20	21	15	16	17	18	19	20	21	19	20	21	22	23	24	25
25	26	27	28	29	30	31	22	23	24	25	26	27	28	22	23	24	25	26	27	28	26	27	28	29	30		

1971

MAY							JUNE							JULY							AUGUST						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
3	4	5	6	7	8	9	1	2	3	4	5	6	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
10	11	12	13	14	15	16	7	8	9	10	11	12	13	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	14	15	16	17	18	19	20	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	21	22	23	24	25	26	27	26	27	28	29	30	31	23	24	25	26	27	28	29	
31							28	29	30												30	31					

SCHOOL YEAR 1971-72

1971

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER													
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S							
1	2	3	4	5			6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		

1972

JANUARY							FEBRUARY							MARCH							APRIL											
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		

MAY							JUNE							JULY							AUGUST											
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER											
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		

Academic Calendar

Fall Quarter, 1970

- September 15 (T)**—Teaching staff reports for duty.
September 21-23 (M, T, & W)—9:00-12:00 a.m. and 1:00-5:00 p.m. Registration for day and evening students.
September 22 (T)—6:30-8:00 p.m. Registration for evening students.
September 24 (Th)—Classes begin. Late registration fee and schedule change fee are in effect.
October 1 & 2 (Th & F)—Jewish New Year holiday.
October 5 (M)—Last day for change of schedule and late registration.
November 24 (T)—Last day to file application and pay fees for graduation at end of Fall Quarter.
November 26 & 27 (Th & F)—Thanksgiving holiday.
November 30 (M)—8:00 a.m.—Classes resume.
November 30 (M)—Last day to withdraw from class.
November 30-December 4 (M-F)—9:00 a.m.-3:00 p.m.—Pre-registration for Winter Quarter. Students must register prior to or after their regular class schedules.
December 9-11 (W, Th, & F)—Final examinations.
December 11 (F)—Fall Quarter ends.
December 11 (F)—All final grades must be submitted to the Registrar's Office before 5:00 p.m.

NOTE: All "I" grades from Spring and Summer Quarters must be changed in the Registrar's Office by professor approval prior to the end of the succeeding quarter, or the "I" grade will be administratively changed to "NG" on student's official record and transcript.

Winter Quarter, 1971

- January 4, 5, & 6 (M, T, & W)**—9:00-12:00 a.m. and 1:00-5:00 p.m.—Registration for day and evening students.
January 5 (T)—6:30-8:00 p.m.—Registration for evening students.
January 7 (Th)—Classes begin. Late registration fee and schedule change fee are in effect.
January 15 (F)—Last day for change of schedule and late registration.
February 15 (M)—Washington's Birthday holiday.
March 5 (F)—Last day to file application and pay fees for graduation at end of Winter Quarter.
March 8 (M)—Founder's Day Holiday.
March 12 (F)—Last day to withdraw from class.

March 15-19 (M-F)—9:00-3:00 p.m.—Pre-registration for Spring Quarter.

Students must register prior to or after their regular class schedules.

March 22, 23, & 24 (M, T, & W)—Final examinations.

March 24 (W)—Winter Quarter ends.

March 24 (W)—All final grades must be submitted to the Registrar's Office before 5:00 p.m.

NOTE: All "I" grades from Fall Quarter must be changed in the Registrar's Office by professor approval prior to the end of the succeeding quarter, or the "I" grade will be administratively changed to "NG" on student's official record and transcript.

Spring Quarter, 1971

March 25 & 26 (Th & F)—9:00-12:00 a.m. and 1:00-5:00 p.m. Registration for day and evening students.

March 26 (F)—6:30-8:00 p.m.—Registration for evening students.

March 29 (M)—Classes begin. Late registration fee and schedule change fee are in effect.

April 8 (Th)—Last day for change of schedule and late registration.

April 9 (F)—Easter Holiday.

May 17, 18, & 19 (M, T, & W)—9:00 a.m.-3:00 p.m.—Pre-registration for Summer Quarter (for both summer sessions or for either session). Students must register prior to or after their regular class schedules.

Students must register prior to or after their regular class schedules.

May 21 (F)—Last day to file application and pay fees for graduation at end of Spring Quarter.

May 28 (F)—Last day to withdraw from class.

May 31 (M)—Memorial Day Holiday.

June 1-4 (T-F)—9:00 a.m.-3:00 p.m.—Pre-registration for Fall Quarter.

June 9-11 (W, Th, & F)—Final examinations.

June 11 (F)—Spring Quarter ends.

June 11 (F)—All final grades must be submitted to the Registrar's Office before 5:00 p.m.

NOTE: All "I" grades from Winter Quarter must be changed in the Registrar's Office by professor approval prior to the end of the succeeding quarter, or the "I" grade will automatically be changed to "F" on student's official record and transcript.

June 13 (Sunday)—Commencement.

Summer Quarter, 1971

First Summer Session — June 17 to July 27, 1971

June 14, 15, & 16 (M, T, & W)—9:00-12:00 a.m. and 1:00-5:00 p.m.—Registration for day and evening students.

June 15 (T)—6:30-8:00 p.m.—Registration for evening students.

- June 17 (Th)**—Classes begin. Late registration fee and schedule change fee are in effect.
- June 23 (W)**—Last day for change of schedule and late registration.
- July 5 (M)**—Independence Day (July 4).
- July 21 (W)**—Last day to withdraw from class.
- July 21 (W)**—Last day to file application and pay fees for graduation at end of First Summer Session.
- July 26 & 27 (M & T)**—Final examinations.
- July 26 & 27 (M & T)**—9:00 a.m.-3:00 p.m.—Pre-registration for Second Summer Session.
- July 27 (T)**—First Summer Session of the Summer Quarter ends.
- July 27 (T)**—All final grades must be submitted to the Registrar's Office before 5:00 p.m.

Second Summer Session — July 28 to September 2, 1971

- July 26 & 27 (M & T)**—9:00-12:00 a.m. and 1:00-5:00 p.m.—Registration for day and evening students.
- July 27 (T)**—6:30-8:00 p.m.—Registration for evening students.
- July 28 (W)**—Classes begin. Late registration fee and schedule change fee are in effect.
- August 3 (T)**—Last day for change of schedule and late registration.
- August 25 (W)**—Last day to file application and pay fees for graduation at end of Second Summer Session.
- August 27 (F)**—Last day to withdraw from class.
- September 1, 2, & 3 (W, Th, & F)**—9:00 a.m.-3:00 p.m.—Pre-registration for Fall Quarter, 1971.
- September 1 & 2 (W & Th)**—Final examinations.
- September 2 (Th)**—Second Summer Session of the Summer Quarter ends.
- September 2 (Th)**—All final grades must be submitted to the Registrar's Office before 5:00 p.m.

NOTE: All "I" grades from Spring and Summer Quarters must be changed in the Registrar's Office by professor approval prior to the end of the succeeding quarter, or the "I" grade will automatically be changed to "F" on student's official record and transcript.

Fall Quarter, 1971

- September 15 (W)**—Teaching staff reports for duty.
- September 20, & 21 (M & T)**—9:00-12:00 a.m. and 1:00-5:00 p.m.—Registration for day and evening students.
- September 21 (T)**—6:30-8:00 p.m.—Registration for evening students.
- September 22 (W)**—Classes begin. Late registration fee and schedule change fee are in effect.
- September 29 (W)**—Yom Kippur holiday.

October 1 (F)—Last day for change of schedule and late registration.

October 11 (M)—Columbus Day holiday.

October 25 (M)—Veteran's Day holiday.

November 24 (W)—Last day to file application and pay fees for graduation at end of the Fall Quarter.

November 25 & 26 (Th & F)—Thanksgiving holiday.

November 29 (M)—8:00 a.m.—Classes resume.

November 29-December 3 (M-F)—9:00 a.m.-3:00 p.m.—Pre-registration for Winter Quarter, 1972. Students must register prior to or after their regular class schedules.

December 8, 9, & 10 (W, Th, & F)—Final examinations.

December 10 (F)—Fall Quarter ends.

December 10 (F)—All final grades must be submitted to the Registrar's Office before 5:00 p.m.

NOTE: All "I" grades from Spring and Summer Quarters must be changed in the Registrar's Office by professor approval prior to the end of the succeeding quarter, or the "I" grade will automatically be changed to "F" on student's official record and transcript.

Winter Quarter, 1972

January 5, 6, 7 (W, Th, & F)—9:00-12:00 a.m. and 1:00-5:00 p.m.—Registration for day and evening students.

January 6 (Th)—6:30-8:00 p.m.—Registration for evening students.

January 10 (M)—Classes begin. Late registration fee and schedule change fee are in effect.

January 17 (M)—Last day for change of schedule and late registration.

February 21 (M)—Washington's Birthday holiday.

March 8 (W)—Founder's Day holiday.

March 10 (F)—Last day to file application and pay fees for graduation at end of Winter Quarter.

March 13 (M)—Last day to withdraw from class.

March 13-17 (M-F)—Pre-registration for Spring Quarter. Students must register prior to or after their regular class schedule.

March 22, 23, & 24 (W, Th, & F)—Final examinations.

March 24 (F)—Winter Quarter ends.

March 24 (F)—All final grades must be submitted to the Registrar's Office before 5:00 p.m.

NOTE: All "I" grades from Fall Quarter must be changed in the Registrar's Office by professor approval prior to the end of the succeeding quarter, or the "I" grade will automatically be changed to "F" on student's official record and transcript.

Spring Quarter, 1972

March 23 & 24 (Th & F)—9:00-12:00 a.m. and 1:00-5:00 p.m.—Registration for day and evening students.

March 24 (F)—6:30-8:00 p.m.—Registration for evening students.

March 27 (M)—Classes begin. Late registration fee and schedule change fee are in effect.

March 31 (F)—Easter holiday.

April 5 (W)—Last day for change of schedule and late registration.

May 15-17 (M-W)—9:00 a.m.-3:00 p.m.—Pre-registration for Summer Quarter (for both Summer Sessions or for either session). Students must register prior to or after their regular class schedules.

May 24 (W)—Last day to file application and pay fees for graduation at end of Spring Quarter.

May 29 (M)—Memorial Day holiday.

June 2 (F)—Last day to withdraw from class.

May 30-June 2 (T-F)—9:00 a.m.-3:00 p.m.—Pre-registration for Fall Quarter.

June 7, 8, & 9 (W, Th, & F)—Final examinations.

June 9 (F)—Spring Quarter ends.

June 9 (F)—All final grades must be submitted to the Registrar's Office before 5:00 p.m.

NOTE: All "I" grades from Winter Quarter must be changed in the Registrar's Office by professor approval prior to the end of the succeeding quarter, or the "I" grade will automatically be changed to "F" on student's official record and transcript.

June 11 (Sunday)—Commencement.

Summer Quarter, 1972

First Summer Session — June 15 to July 25, 1972

June 12-14 (M-W)—9:00-12:00 a.m. to 1:00-5:00 p.m.—Registration for day and evening students.

June 13 (T)—6:30-8:00 p.m.—Registration for evening students.

June 15 (Th)—Classes begin. Late registration fee and schedule change fee are in effect.

June 20 (T)—Last day for change of schedule and late registration.

July 3 & 4 (M & T)—Independence Day (Tuesday, July 4) holiday.

July 14 (F)—Last day to file application and pay fees for graduation at end of First Summer Session.

July 19 (W)—Last day to withdraw from class.

July 20 & 21 (Th & F)—9:00 a.m.-3:00 p.m.—Pre-registration for Second Summer Session.

July 24 & 25 (M & T)—Final examinations.

July 25 (T)—First Summer Session for the Summer Quarter ends.

July 25 (T)—All final grades must be submitted to the Registrar's Office before 5:00 p.m.

Second Summer Session — July 26 to August 31, 1972

July 24 & 25 (M & T)—9:00-12:00 a.m. and 1:00-5:00 p.m.—Registration for day and evening students.

July 25 (T)—6:30-8:00 p.m.—Registration for evening students.

July 26 (W)—Classes begin. Late registration fee and schedule change fee are in effect.

July 31 (M)—Last day for change of schedule and late registration.

August 25 (F)—Last day to file application and pay fees for graduation at end of Second Summer Session.

August 25 (F)—Last day to withdraw from class.

August 28-30 (M-W)—9:00 a.m.-3:00 p.m.—Pre-registration for Fall Quarter, 1972.

August 30 & 31 (W & Th)—Final examinations.

August 31 (Th)—Second Summer Session of the Summer Quarter ends.

August 31 (Th)—All final grades must be submitted to the Registrar's Office before 5:00 p.m.

NOTE: All "I" grades from Spring and Summer Quarters must be changed in the Registrar's Office by professor approval prior to the end of the succeeding quarter, or the "I" grade will automatically be changed to "F" on student's official record and transcript.

Dr. Homer Ledbetter
Dean



History

Fort Lauderdale University had its beginning in 1940 as Walsh School of Business Science. A few years later the name was changed to Broward Business College, and the school was incorporated under the laws of the State of Florida in 1956. With a broadening of the curricula, the adoption of college-level textbooks, and the employment of faculty members with advanced degrees, the name was changed in 1961 to Broward College. In 1962 the State of Florida issued a charter to the College for operation as a non-profit, degree-granting institution of higher learning with authority to grant associate and baccalaureate degrees.

In 1963 the Trustees of Broward College honored its president, Dr. S. J. Drake, who has been with the College since 1948, by designating the institution as Drake College of Florida. Each year found the College growing in stature and prestige, increasing its enrollment from 535 in the Fall of 1967 to 916 in 1970, and continuing to make its contribution to the community, business and industry.

At the Commencement Program on June 9, 1969, Dr. Drake announced from the rostrum of the Parker Playhouse stage that a new Charter had been issued to the Board of Trustees of Drake College of Florida changing its name and adding to its potentials for services to the community, the nation, and the world. He stated that the name of the college was, as of that date, Fort Lauderdale University.

During the Summer and Fall Quarters of the 1969/70 academic year, the University employed eight earned Doctorates for administrative and instructional positions and two CPA's with Masters Degrees and beyond for the Accounting Department. In addition, the institution employed an outstanding man in the field of Marketing; this man has his Masters Degree plus work on his Doctorate and is a scholar in his field. Other fine instructors have been employed for the specialized business majors and degrees and for the General Education support of the Business Administration College in the subject matter fields of mathematics, science, foreign languages, fine arts, and sociology.

Fort Lauderdale University's curricula, programs, and organization have been patterned after the standards and requirements of the Accrediting Commission for Business Schools. The University received four-year accreditation as a senior college of business by A.C.B.S. on June 9, 1970.

In September, 1970, the University offered a one-year experimental program in graduate study with a major in management, leading to the Master of Business Administration Degree.

In May of 1970, the Board of Trustees of Fort Lauderdale University approved the descriptive phrase, "The International University," to be added to the University title.

ACCREDITATION AND RECOGNITION

Fort Lauderdale University (formerly Drake College of Florida) was accredited as a Junior College of Business on May 22, 1968, and as a Senior College of Business on June 9, 1970, by The Accrediting Commission for Business Schools. The Accrediting Commission for Business Schools is designated as a Nationally Recognized Accrediting Agency by the United States Office of Education under the provisions of Public Law 82-550 and subsequent legislation.

Fort Lauderdale University is a nonprofit, nonsectarian, co-educational institution of higher education chartered by the State of Florida with authority to confer collegiate degrees. The University is listed by the U.S. Office of Education as a "Professionally accredited Institution of Higher Learning." The two-year and four-year programs leading to Associate and Bachelor degrees are approved by the Florida State Approval Agency for Private Schools.

THE SEAL

The seal is the most dominant emblem at Fort Lauderdale University. The ship, the rising sun, the six stars, and the Latin motto symbolize the hopes of the University for its graduates as they sail the sea of life toward new horizons.

The Latin motto, *Crescant Progrediendo Avidi* rings out the message which may be translated somewhat as follows: "Let growth be the result of enthusiastic strides forward, for progress is the growth of enthusiasm. Let there be growth through enthusiastic step-by-step efforts. Permit the eager to progress to their goals."

PHILOSOPHY

Fort Lauderdale University is a coeducational, nonsectarian university dedicated to the concept of developing the personality of the individual to the point of its highest usefulness to himself, the society in which he lives, and to his God.

The University is a private nonprofit institution which operates in-

dependently of Federal or State taxes and its educational objectives are pursued in the spirit of the free enterprise system. It is within this environment that students are prepared for careers in America's economic system, providing training at each level which students will find useful and marketable should they need to terminate their education before completion on the degree program.

Faculty members concentrate on instruction in preference to research, publication or conflicting outside interests.

Since the University realizes the importance of enriching the curriculum with General Studies, these Studies are prominently integrated into the total learning environment. Thus the graduate from Fort Lauderdale University is prepared to enter the adult world in one of many fields: Accounting, Computer Science, Economics, Finance, General Business, Management, Marketing, Real Estate and Insurance, Secretarial Administration, Technical and Scientific Management, or Business Education (teaching in business or private junior colleges), with a background of General Studies to stimulate cultural and intellectual growth and develop a high level of citizenship.

Fort Lauderdale University stands out for its selection of self-motivated young men and women who are on their way up in business and community life to make significant contributions to thinking and living in a complex democratic republic. Since habits of thinking and living are rather well established by the time students reach college age, Fort Lauderdale University expects and assumes mature behavior of its students and strives to create and maintain an environment of social, moral, and intellectual excellence. Only those students who are attuned to these ideals are encouraged to apply.

Fort Lauderdale University opens the doors of educational opportunity for many serious-minded students despite their previous limited educational background and attainments. From the beginning, the University has offered an array of instructional programs on various levels, geared to meeting different interests, abilities, and objectives.

The University would summarize its philosophy as follows:

1. To its students, Fort Lauderdale University owes programs of higher education, sound and imaginative in concept and implemented by skillful, competent instruction. In its courses of study, the University aims to provide curricula which will open to all students a view of education as an integrative force in human life. Such a view commits Fort Lauderdale University to demonstrating in its classrooms that learning is not an ornament of life, but a way of life. Through the counseling and teaching processes, the University hopes to lead each

student into a program for which his abilities and interests fit him so that he can be educated to live his life and earn his living by a centering of interests.

2. To the faculty, the University owes opportunities for emotional and intellectual growth so as to maintain the high degree of intellectual vitality necessary to inspire young people. Fort Lauderdale University recognizes the necessity of providing for faculty a democratic work atmosphere in which the individual's voice will be heard, his talents used, his intellectual growth assured, and his security established.

3. To the community, Fort Lauderdale University owes the maintenance and expansion of its facilities so as to provide, for the citizens of this region, collegiate programs which meet the changing need of a metropolitan area. The University aspires to provide for the community an important resource through varied programs which prepare young people for immediate careers for further study and specialization.

4. To industry and the professions, Fort Lauderdale University owes the maintenance and development of curricula that will provide graduates well qualified to assume their duties as leaders in business and industry. The University by maintaining channels of communication between industry and the professions, on the one side, and the institution on the other, aims at the development of curricula which provide education and training relevant to vocational patterns and technological advances. Through such channels, the institution brings about necessary modification of programs and inaugurates new courses of study to meet new needs in a viable economic society.

INSTITUTIONAL OBJECTIVES

Succinctly stated, objectives of Fort Lauderdale University are:

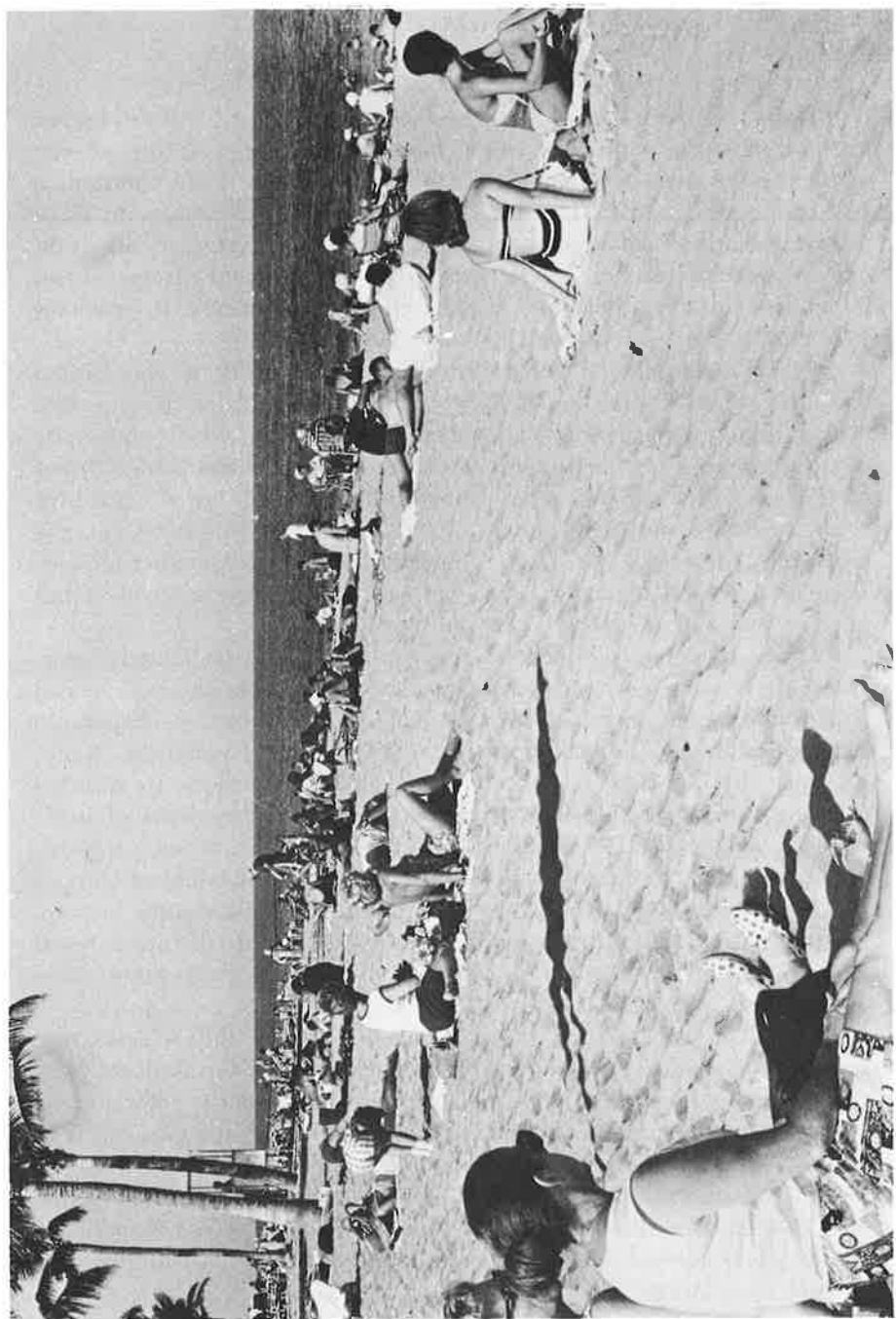
To maintain a balance between the equally important needs of general education and of professional education for business responsibility.

To stimulate understanding, appreciation, and constructive evaluation of the business environment in which the student lives.

To disseminate professional knowledge in such a way that its students can assume positions of responsibility and implement their progress in their classes.

To develop in its students thorough training in modern business practices, the abilities necessary for responsible positions in business and government.

To offer its students guidelines which, if followed, will develop their moral responsibilities, social behavior, and personalities to the fullest.



FORT LAUDERDALE UNIVERSITY

“The International University”

There are in the United States of America three institutions of higher learning in whose names the word “International” appears. But not one of them gives even a beginning course in Esperanto. Fort Lauderdale University, designated “The International University,” strives to be a truly international university, not only because it has students from other countries, teaches several modern languages, and offers courses in international relations but, more importantly, because it promotes and teaches the international language Esperanto.

Fort Lauderdale University is the only university in the United States of America, and one of very few in the world, offering several courses in the international language Esperanto for which university credit is given. A few institutions of higher learning in the United States of America offer an elementary course in Esperanto, but do not give credit toward a university degree. Fort Lauderdale University, on the other hand, does give the same credit for Esperanto as for other modern languages. This University offers not only an elementary course but intermediate and advanced courses in Esperanto.

Dr. S. J. Drake, president of the University, is a dedicated Esperantist. He is a member of the following Esperanto Associations: Universal Esperanto Association, The British Esperanto Association, Esperanto League for North America, United States Society of Esperantist Teachers, and The International Society of Esperantist Teachers. In addition to being a member of the American Association of Presidents of Independent College and Universities, he is also a member of such internationally minded organizations as the International Association of University Presidents, the Comparative and International Education Society, the International Platform Association, and the Institute of International Education. Fort Lauderdale University will cooperate with internationally minded universities all over the world.

Fort Lauderdale University has an International Club which is not only for the students from foreign countries but also for students from this country who are studying modern languages and the international language Esperanto. One of the purposes of the International Club is to promote human understanding and broadmindedness among those of many national origins and to have the members acquire greater affection and harmony for different cultures and different peoples. In addition to the International Club, the University also has an International Alumni Association.

LA UNIVERSITATO FORT LAUDERDALE

“La Internacia Universitato”

Estas en Usono tri altlernadaj institucioj, en kies nomo aperas la vorto “Internacia.” Sed neniu el ili donas ec komenckurson de Esperanto. La Universitato Fort Lauderdale, kun sia postnomo “La Internacia Universitato,” celas esti vere internacia universitato — ne nur, car gi havas studentojn el aliaj landoj, instruas plurajn modernajn lingvojn, kaj proponas kursojn pri internaciaj rilatoj, sed, pli grave, car gi instigas kaj instruas la internacian lingvon Esperanto.

La Universitato Fort Lauderdale estas la sola universitato en Usono, kaj unu el tre malmultaj en la mondo, proponanta plurajn kursojn pri la internacia lingvo Esperanto, por kiuj universitata kredito estas donata. Malmultaj institutoj de alta lernado en Usono proponas elementan kurson de Esperanto, sed ne donas por gi krediton uzeblan en la atingo de universitata grado. La Universitato Fort Lauderdale, aliflanke, ja donas la saman krediton por Esperanto, kiel por la aliaj modernaj lingvoj. Ci tiu Universitato proponos ne nur elementan kurson, sed mezan kaj progresintan kursojn de Esperanto.

D-ro S. J. Drake, Prezidanto de la Universitato, estas arda esperantisto. Li estas membro de la jenaj esperantaj asocioj: Universala Esperanto-Asocio, Brita Esperanto-Asocio, Esperanto-Ligo por Nordameriko, Amerika Asocio de Instruistoj de Esperanto, kaj la Internacia Societo de Esperantistaj Instruistoj. Li estas ano de Usona Asocio de Prezidantoj de Sendependaj Kolegioj kaj Universitatoj, kaj krome de tiaj internaciecaj organizoj kiel la Internacia Asocio de Universitataj Prezidantoj, la Kompara kaj Internacia Eduka Societo, la Internacia Oratora Asocio, kaj la Instituto de Internacia Edukado. La Universitato Fort Lauderdale kunlaboros kun internaciecaj universitatoj tutmonde.

La Universitato Fort Lauderdale posedas Internacian Klubon, ne nur por alilandaj studentoj, sed ankaŭ por tiuj el Usono, kiuj studas fremdlingvojn kaj la Internacian Lingvon Esperanton. Unu el la celoj de la Internacia Klubo estas, helpi interkomrenon inter la homaro kaj instigi senantaŭjagan kontakton inter la naciecoj, tiel, ke gijaj membroj ekakceptu kaj eksatu la diversajn kulturojn kaj popolojn. Krom la Internacia Klubo, estas ankaŭ ce la Universitato Internacia Asocio de Eksstudentoj.

THE FUTURE OF FORT LAUDERDALE UNIVERSITY

Fort Lauderdale University believes in the concept that a small university is important to the individuals of this nation, to the leaders of this nation, and to the future of mankind throughout the world. The continuation of the university community where college students and faculty can work together closely to achieve wholesome educational, moral, and social development of the individual is still the most important challenge for all who would be desirous of having our American way of life continue.

It is the belief of this University that as the need grows the answer will be established for the community. In the fall of 1970, the enrollment was 916; as our facilities are provided, this enrollment will increase. We would like to think of a goal for the immediate future of approximately one thousand and five hundred (1,500) students. Beyond that there would be no person who could say what the great state of Florida and the nations of this world would demand.

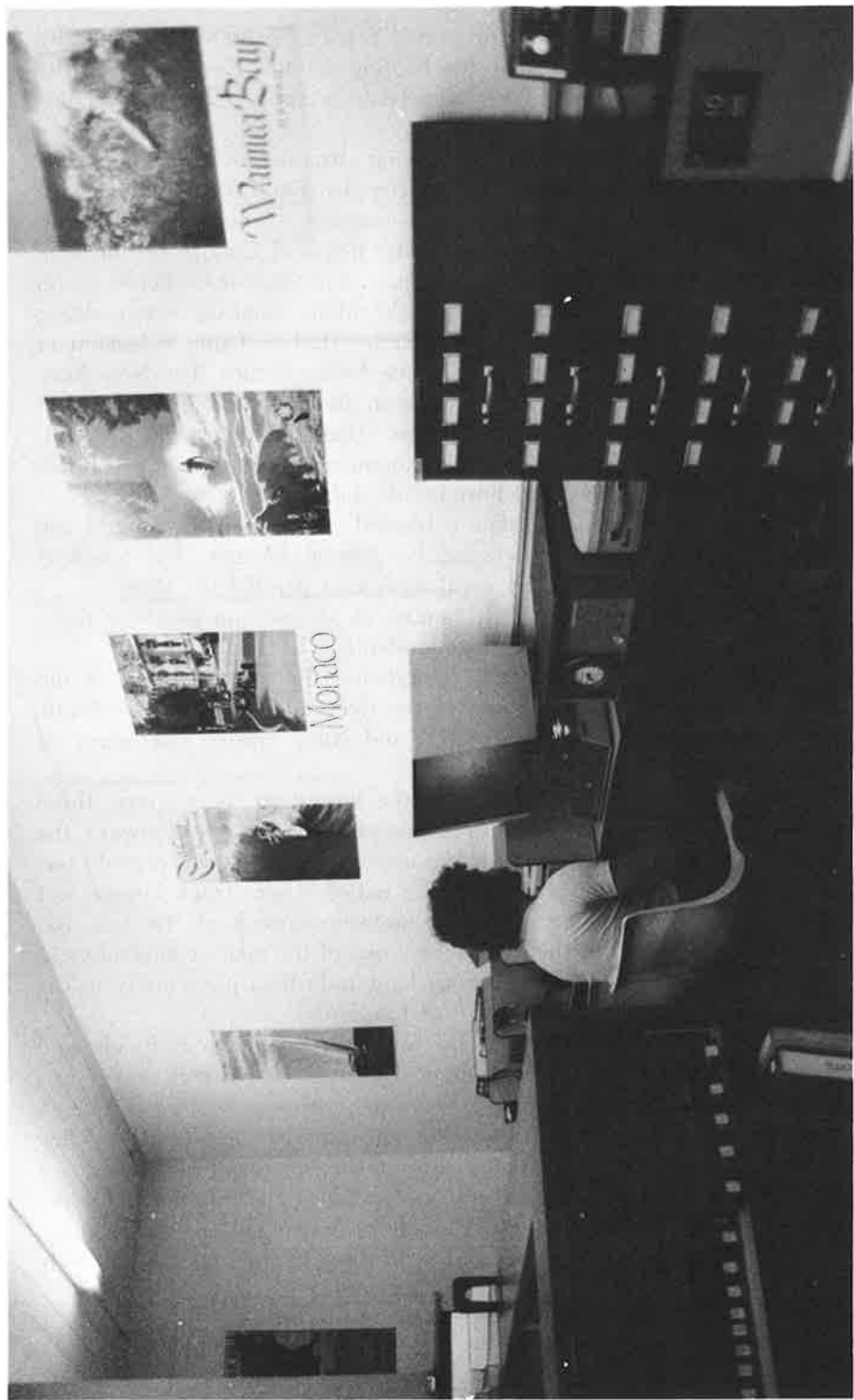
To answer this need, the Board of Trustees is developing a master plan with the ultimate purpose of building a new campus on the present location of the main Broward Boulevard Campus. Our immediate needs are for a Library, student services area, and an all purpose classroom building.

BEAUTIFUL FORT LAUDERDALE, THE VENICE OF AMERICA

Fort Lauderdale, a city of 139,000, is the governmental seat of Broward County, the fastest growing area in the United States. World renowned for its climate and beach it is the center of Florida's Gold Coast tourist mecca. It offers the student of Fort Lauderdale University not only superb climate and recreation but also numerous cultural and educational opportunities to supplement his academic study.

Climate. Weather Bureau records show the average winter afternoon temperature is 75.4 degrees. Reliable trade winds blowing off the Atlantic Ocean assure surprisingly comfortable summers, with the usual high temperatures in the high 80's or low 90's. The even temperatures often mean a savings in students' wardrobes compared to the various seasons of the north.

Venice of America. Located between Palm Beach and Miami, Fort Lauderdale has a maze of lagoons, bays, rivers, and canals, with more



than 300 miles of waterfront property. You can crisscross the city by boat and the area is a center for boating on the East Coast of the United States. That's why Fort Lauderdale is aptly called the "Venice of America."

Sports. Deep-sea game fishing is a top attraction in Fort Lauderdale and is easily done aboard fleets of charter boats and drift fishing boats. Inland are fresh-water streams and conservation areas that make up some excellent fresh-water fishing spots. Broward County has become the golfing center of the nation with more than 35 courses. Other sports readily accessible are tennis, horseback riding, hunting, water skiing and scuba diving. The National Swimming Hall of Fame is located in this city and hosts the annual Collegiate Swim Forum. The New York Yankees conduct their spring training in the city and own the Fort Lauderdale Yankees, a farm team. The Miami Dolphins and the University of Miami Hurricanes play their home games in the Orange Bowl, only a 45-minute drive from Fort Lauderdale.

The Beach. Fort Lauderdale is blessed with one of the longest and broadest stretches of public-owned beaches in Florida. The beach is protected from heavy seas by coral reefs that parallel the shore.

The beach is internationally famous as an invasion point for thousands of spring vacationing college students.

Commercial Activities. Port Everglades, the present home of the famous Queen Elizabeth, is one of the deepest harbors in the South, where dozens of luxury cruise ships and Navy vessels call, many of them conducting public open house.

Although the tourist industry is the largest in the country, there are huge cattle ranches and citrus groves spreading west toward the Everglades. The year-round growing season and fertile soil provide one of the richest agricultural areas in the nation where truck farmers get two and three crops per year. The fantastic growth of the area has made the building construction industry one of the major contributors to the economy. In addition, numerous light industries particularly in the electronics field have located in Fort Lauderdale.

Fort Lauderdale is served by three airports, two railroads and three bus lines. The Fort Lauderdale International Airport serves National Airlines, Eastern Airlines, Northeast Airlines, Northwest Orient, Bahamas Airways, Mackey International and Shawnee Airlines. They offer direct flights to all the major cities in the North and Midwest.

Cultural Activities. There are more than 140 churches and synagogues, representing nearly every religious denomination, in Fort Lauderdale. The city boasts a very active Museum of the Arts that not only

displays paintings and artworks by the nation's artists but holds lectures and classes in art. The Fort Lauderdale Symphony Orchestra performs regular winter concerts with famed soloists. The Metropolitan Opera with its leading stars performs each winter. The War Memorial Auditorium, within walking distance of Fort Lauderdale University, is the scene of concerts, plays, lectures, sports events, dog shows, boat shows, and other similar events.

The Parker Playhouse, one of the nation's most beautiful and modern theaters, has regularly scheduled Broadway plays with famous stars in the leading roles.

There are numerous amateur community productions of musicals, dramas, and ballet in which students may participate.

Some of the students who came to Fort Lauderdale University liked the area so much that after graduation they obtained positions in this city and are now living here permanently. But, whether you decide to make your home here or not, your time spent at Fort Lauderdale University will be such a rewarding experience that it will live among your memories forever.

THE BROWARD CAMPUS

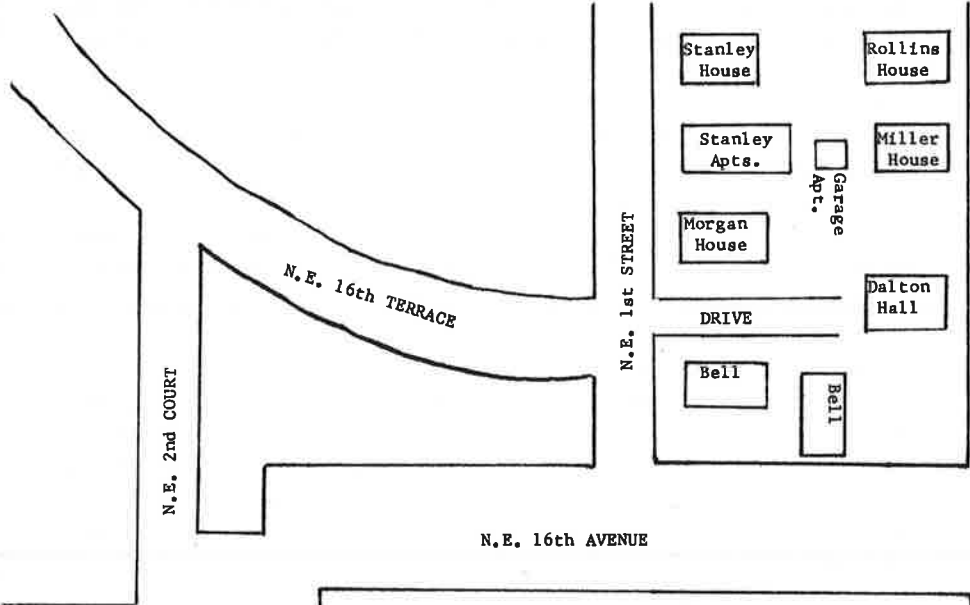
The Broward campus lies between Northeast Fourteenth and Fifteenth Avenues and between East Broward Boulevard and Northeast Second Street in downtown Fort Lauderdale.

The University Student Services Building is located across the street from the University student parking lot. This building provides offices for the faculty, the student senate, student publications, the directors of guidance, activities, and admissions, the student nurse, and the Dean of Student Affairs. Small University residences for men are from one to three blocks from the campus. University residence halls are available on a first-come first-served basis.


The University Library is located directly north of the Bookstore and serves as a centralized media center for both campuses. A growing collection of books, periodicals and newspapers is available to faculty and students, and audio-visual carrels are provided for language study and music listening.

The University Bookstore is located in the building to the south of the Library on the Broward Campus. This store is provided by the University as a service to students and to staff members.

Faculty offices and the athletic offices are located in the Faculty Building north of the Library.



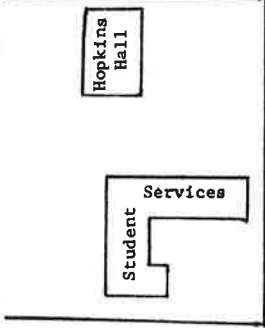
N.E. 16th AVENUE



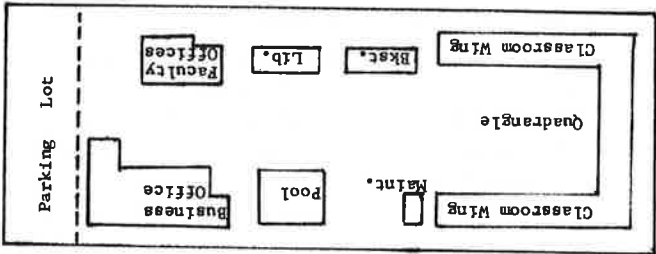
BROWARD CAMPUS

1401 E. Broward Blvd. Dalton Hall
 1605 East Broward Boulevard Miller House
 1615 East Broward Boulevard Morgan House
 1610 N. E. 1st Street Stanley Hall
 1614 N. E. 1st Street Bell House
 18-24 N. E. 16th Avenue Rollins House
 1619 East Broward Boulevard Hopkins Hall
 205 N. E. 15th Avenue

N.E. 15th AVENUE



N.E. 15th AVENUE



N.E. 14th AVENUE

Cameron Hall houses the Computer Center, the business offices, maintenance offices, some classroom facilities, duplicating services, and some faculty offices.

The administrative offices, as well as a number of classrooms, are located in the Administration Building at the south end of the main campus.

THE NORTH CAMPUS

The doubling of the students' enrollment forced the University to reactivate the north campus at 1015 N. E. Fourth Avenue. The two-acre campus features a centrally air conditioned building with seven offices for administrative and faculty personnel and eleven classrooms. Ample parking space is found at this campus.





Pictures of Europe taken by Dr. and Mrs. Drake during world tour sponsored by the Comparative Education Society and Phi Delta Kappa. The group included 110 university educators and wives.

General Information

Admission Information

ADMISSIONS AND RECORDS OFFICE

The Admissions and Records Office houses all of the permanent records of every student. It operates as an integral part of Student Services under the Dean of Student Affairs. It provides information to students concerning evaluation of transfer credits, transcripts, eligibility to graduate, pre-registration and registration, change of schedule, withdrawing from school, attendance and grade reports. The Admissions Office acts as a liaison between the student and outside agencies such as the Veterans Administration, Vocational Rehabilitation, Selective Service and others. All student records are confidential and will not be released to anyone outside the college without the written consent of the student.

The Admissions staff invites inquiries and personal visits by any prospective student, parent or other interested persons.

UNDERGRADUATE ADMISSION

Requirements for Admission

In order to maintain the standards of character and efficiency required by the administration of Fort Lauderdale University, the institution seeks students who are best qualified by health, character, personality, and previous training to pursue college courses. Requirements, therefore, include a satisfactory recommendation and transcript from the secondary school, a health certificate from the family physician, and evidence of personality and character suitable for the educational objective being sought. All candidates for admission must be high school graduates or must have a High School Equivalency Certificate.

Each applicant's record is carefully reviewed by the Admissions staff. Students transferring from other schools, colleges and universities are reviewed on the basis of their past performance. Transfer students from affiliated schools are accepted on the basis of a recommendation from an official of that institution. All applicants are required to be in good standing at the last institution attended.

Students applying to college for the first time are reviewed on the basis of their high school records and counselor recommendations. Such applicants are required to submit scores for either the Scholastic Aptitude Test of the College Entrance Examination, the American College Testing Program or other comparable test.

Trial Admission

Fort Lauderdale University is willing to admit a limited number of students whose previous scholastic records may not be up to the level required of the majority of students, if the pattern of achievement and ability indicate, in the judgment of the Admissions Committee, that such action is appropriate. Such trial admission is recommended for the Summer Quarter, but may be during any regular quarter. Experience has shown that such applicants can demonstrate in one quarter of attendance if they possess the combination of ability and motivation needed for earning satisfactory grades at the University. Any student admitted on a trial basis is expected to earn at least a "C" (2.00) average while pursuing a normal load of studies.

Regular Admission Procedure

1. Application materials may be obtained from the Director of Admissions, Fort Lauderdale University, 1401 E. Broward Boulevard, Fort Lauderdale, Florida 33301.
2. The application should be filed at least two months prior to the anticipated date of enrollment. Applications submitted late will be accepted but may not be fully processed prior to the desired date of enrollment.
3. The application for admission and all necessary supporting documents must be filed with the Admission Office before any official decision may be made regarding the eligibility of an applicant. A student must submit:
 - (a) **APPLICATION FOR ADMISSION.** A non-refundable \$25.00 fee must accompany the application of an applicant who has not previously applied for admission to Fort Lauderdale University.
 - (b) **STUDENT HEALTH FORM.** All students must complete the medical history portion of the form and have their physician complete the physical examination portion. This form should be sent to the Health Service, Fort Lauderdale University.
 - (c) **COMPLETE ACADEMIC RECORD.** Official transcripts must be forwarded to the Admissions Office by the Registrar of each college-level institution ever attended. The secondary school record is required for first-time or freshman-class applicants. The applicant must initiate requests for necessary transcripts.
 - (d) **EXAMINATIONS.** If first-time or freshman-class applicant, results of the Scholastic Aptitude Test of the College Entrance

Examination, the American College Test or other comparable test are required.

- (e) RECOMMENDATION LETTERS. A letter of recommendation should be received from an official at the last institution attended.

Readmission

Readmission to Fort Lauderdale University after an interruption in enrollment (other than Summer Quarter) is contingent upon the following:

1. Student must submit an application for readmission (form available in Admissions Office).
2. If the student has attended another institution since his last enrollment at Fort Lauderdale University, official transcripts must be submitted to the Admissions Office by the Registrar of each such institution.
3. Student must be in good standing at Fort Lauderdale University.

Re-enrollment After Period of Suspension

Any student who has been suspended from Fort Lauderdale University may petition for admission or readmission to the University. Such students must accompany their application or request for re-enrollment with a letter substantiating their reasons for feeling that they will be successful in their educational pursuits at Fort Lauderdale University. Each case will be reviewed individually by the Admissions Committee.

Transfer Students

Many Fort Lauderdale University students transfer from other institutions of higher learning. College-level academic courses completed with a grade of "C" or better at an approved institution will be accepted as transfer credit when appropriate to the student's program. All students coming from a two-year junior or community college, business school or technical school will be required to complete a minimum of 96 quarter hours of work at Fort Lauderdale University.

Special Students

A student may apply as a special student if:

1. He does not intend to enroll in a formal program leading to a certificate or degree at Fort Lauderdale University.
2. He cannot furnish the necessary credentials for regular admission to the University.

In any case, special students may take courses in which students who are working for a degree are normally enrolled. Grades earned, however, cannot be applied toward a degree until all regular admission requirements have been met.

All applications for admission in this category should be clearly marked "special student."

Transient Students

Students applying to Fort Lauderdale University to take credit for transfer to a parent institution are termed transient students. Such applicants need file the regular application for admission and furnish a letter of good standing from the parent institution.

Auditors

A registered student who wishes to audit any course without receiving credit must have the approval of the Department Chairman and the Registrar. Any person who wishes to audit courses will be required to file an application for admission. Tuition and fees for courses audited are the same as for courses in which credit is given.

Foreign Students

Foreign students are welcomed by the University and the community. Currently, students are enrolled from more than fifteen foreign countries.

The same conditions for admission will prevail for foreign students as for American students. See page 29 for "Regular Admission Procedure." Official transcripts, if in a language other than English, must be translated and at least two notarized translations submitted to the Director of Admissions. Satisfactory evidence of mastery and command of the English language is required of all foreign students. Test scores from one of the following are required:

1. TOEFL (Test of English as a Foreign Language)
2. ALIGU (American Language Institute, Georgetown University)
3. University of Michigan Language Test

All records should be submitted well in advance of the anticipated enrollment date. The complete application is reviewed and the student notified of his admissibility. If approved for admission, an I-20 form (Immigration Certificate of Acceptance) is mailed with the letter of admission. Any inquiries concerning admission as a foreign student should be addressed to the Director of Admissions.

Advanced Placement

It is the policy of Fort Lauderdale University to grant credit to a student who presents a score of 5, 4, or 3 on one or more of the Advanced Placement Program examinations of the College Entrance Examination Board. Such credit will be assigned by the Registrar in terms of the policies of the institution and shall meet graduation, general education, program and elective requirements. The student is responsible for any charges involved and for making test arrangements with the College Entrance Examination Board, Box 592, Princeton, New Jersey. Additional information can be secured from high school counselors, Dean of Student Affairs or admissions counselors at Fort Lauderdale University, or directly from the College Entrance Examination Board.

Credit By Examination, USAFI and Armed Services Schools

Credit by examination may be granted through the successful completion of the CLEP (College Level Examination Program). General Examinations and Subject Examinations in which a score at or above the 25th percentile is achieved are acceptable as credit by examination provided that the exams do not duplicate prior college-level credits.

Successfully completed USAFI (United States Armed Forces Institute) college-level courses are acceptable as transfer credit.

Armed Services schools completed may, in certain cases at the discretion of the Director of Admissions, be acceptable as college-level transfer credit.

Students Subject To Selective Service

Students who are subject to the Selective Service System must furnish the Registrar with the necessary classification information on the Application for Admission.

The Fort Lauderdale University letter of acceptance is acceptable by most local draft boards, and students may present this as evidence of intention to enter the University. Information regarding a student not yet matriculated at Fort Lauderdale University will be sent to local draft boards only upon request of the draft board itself. It is important to realize that the SS Form 109 will be submitted to local draft boards only after students have officially registered, as this form requires information which is valid only for registered full-time students in good standing.

According to the Military Service Act of 1967, all undergraduate

male students must request a deferment, if desired, in writing from their local boards prior to the date of their first enrollment in college. Deferments are mandatory for all full-time students (12 or more credits) making satisfactory progress toward a degree. Satisfactory progress would be completing 50% of the hours required at the end of the sophomore year, or 75% of the hours required for graduation completion at the end of the junior year. Accordingly, to maintain satisfactory progress, Fort Lauderdale University students should complete 48 credits each academic year (16 quarter hours in Fall, Winter and Spring Quarters, or 12 quarter hours in Fall, Winter, Spring and Summer Quarters).

Veterans

Fort Lauderdale University has a Veterans' Service Officer to assist veterans and other eligible persons using Veterans' Administration benefits as students. Veterans should consult his office well in advance of enrollment and keep in touch to avoid any loss of eligibility. The office of the Veterans' Service Officer is also a Guidance Center for veterans on campus.

Chapter 31, Title 38, U. S. Code (Disabled Veterans)

Any veterans receiving disability compensation of 10 percent or more may apply for benefits under this chapter. However, eligibility for training under this law must be decided on an individual basis by the Veterans' Administration before authorization is given. Application for such training should be made to the V. A. office nearest your home at least 90 days prior to anticipated entrance into the University. Recent legislation has extended eligibility to certain peacetime veterans and seriously-disabled veterans who served after September 15, 1940.

(NO VETERANS UNDER CHAPTER 31 WILL BE ACCEPTED BY FORT LAUDERDALE UNIVERSITY WITHOUT A LETTER OF AUTHORIZATION FROM THE VETERANS' ADMINISTRATION.)

(NO VETERAN IN TRAINING UNDER THIS LAW MAY INTERRUPT HIS TRAINING AND PROCEED TO ANOTHER INSTITUTION WITHOUT PRIOR APPROVAL OF HIS V. A. TRAINING SUPERVISOR.)

Chapter 34, Title 38, U. S. Code (Veterans' Educational Assistance)

This chapter provides educational assistance to veterans who served after January 31, 1955 with more than 180 days of active duty status.

To receive full training allowance, undergraduate students must pursue 14 or more credit hours during regular quarters and six or more credits during summer session. Part-time training is also permitted.

Chapter 35, Title 38, U. S. Code (War Orphan)

Persons receiving benefits under Chapter 35, must complete V. A. Form 22-6553 at the Veterans' Service Officer's office at the end of each calendar month. Receipt of subsistence is dependent upon completion of this form.

This law applies to the child of a veteran who has died of a disease or an injury incurred or aggravated in line of duty in the active service in the Armed Forces during World War I, World War II, the Korean conflict and certain peace-time periods. The law also applies to children of totally-disabled veterans.

The parent or guardian of the child shall submit to the Veterans' Administration an application on V. A. Form 22-5490 at least 60 days prior to anticipated entrance into the University. Counseling by the Veterans' Administration is required. However, the initial training can be in any objective or program which is state approved.

The training allowance received by the parent or guardian for the orphan will be fully explained by the Veterans' Administration upon application to the V. A. on Form 22-5490.

Election of Benefits

Persons eligible for benefits under two or more of the above chapters must elect benefits under only one chapter. Such election is irrevocable. Be certain to discuss these benefits carefully with the Veterans' Service Officer to choose the one most advantageous to you.

A student is considered full-time for Veterans' benefits if he is scheduled for 12 or more credits. Questions should be directed to the Veterans' Service Officer.

Vocational Rehabilitation Service

Any disabled person of employable age who finds difficulty in securing or holding employment is eligible for vocational rehabilitation services. If the disabled person desires to work and appears to have good possibilities of becoming employable, he will receive assistance in making a rehabilitation plan. He will also be given necessary assistance in carrying out the plan. Eligible applicants should contact their State Department of Education, Division of Vocational Rehabilitation for further information.

Academic Information

BACHELOR'S DEGREE IN THREE OR FOUR YEARS

Bachelor's degrees conferred at Fort Lauderdale University require 192 quarter-hour credits (equivalent to 128 semester-hour credits). For a program requiring 192 quarter hours, students may choose to complete their studies in either three or four years. As a matter of fact, it would not be impossible for a scholastically strong, ambitious student who is willing to put forth a vigorous effort and carry extra subjects or courses (provided a B average or better is maintained) to reduce the time to two and three fourths calendar years or in rare cases to two and one half years.

The Four-Year Plan. Under this plan the student who enjoys a more leisurely education follows the typical four-year college program with similar study loads and vacation periods; that is, he attends classes for three quarters (nine months) and takes a three-month vacation.

The Three-Year Plan. Any moderately industrious student may complete a baccalaureate program in three years (twelve quarters) by attending four quarters in each of the three calendar years. The student still enjoys many weeks of vacation.

The three-year plan offers several advantages. First, it enables the student to begin graduate study and earn a Master's degree sooner or to enter business at an earlier age than he would under the four-year plan. Second, besides providing a substantial saving in tuition payments and living expenses, the plan enables a young man or woman to start earning a higher rate of income in a more responsible professional position a year earlier than is possible for students who attend four years and pay for their education by summer work. Thus the financial advantages of the three-year program can extend to paying the costs of college especially for the growing number of students who are borrowing in order to complete their studies. Third, the student during college life works at the pace that he will find in business. Employers have expressed satisfaction in learning that graduates of the accelerated plan at Fort Lauderdale University have adjusted to the younger year found in business.

Course Schedule

In order to maintain a normal rate of progress in a two or four year degree program, a student is expected to carry four (4) courses per quarter, each course having the credit value of four (4) quarter hours. Some students may wish to carry a part-time schedule of one (1) to three (3) courses. Any student who wishes to carry five (5) courses (twenty quarter hours) per quarter must have an overall grade point average of at least 2.5 (C). Permission must be secured from the Dean to carry more than twenty (20) quarter hours. All new students and freshmen will carry not more than four (4) courses during their first quarter of attendance.

Classification

Classification is based upon the student's academic standing in terms of hours completed successfully at the beginning of the quarter.

Regular students are those who have satisfied entrance requirements and are pursuing a course of study leading to a degree. They are classified as follows:

Freshmen—Students with fewer than 48 quarter hours.

Sophomores—Students who have completed 48 quarter hours but less than 97 quarter hours.

Juniors—Students who have completed 97 quarter hours but less than 145 quarter hours.

Seniors—Students who have completed 145 quarter hours.

Pre-registration

Any currently enrolled student may pre-register for his courses in the subsequent quarter according to the schedule published in the academic calendar of this catalog. New or readmitted students are not permitted to pre-register for their first quarter.

All students who pre-register must pay fees at least four (4) days prior to pre-registration.

Registration

A schedule of courses will be available from the Registrar's Office well in advance of pre-registration and regular registration each quarter. Each student has an evaluation of his credits which will be given to him on or prior to his registration. Any student may obtain a copy of this evaluation upon request to the Registrar's Office. Faculty advisers and counselors are available to assist the student in his choice of courses.

A late registration fee of \$25 will be in effect for any student who registers or completes payment after the regular registration period for each quarter as indicated on the university calendar.

Change of Schedule — (Drop and/or Add)

Any student may initiate a change in his course schedule during the first week of classes in each quarter. Each transaction carries with it a processing fee of \$10. Changes are to be initiated in the Registrar's Office on the proper change of course form.

Withdrawal from Classes

After the one week for change of schedule a student will only be permitted to withdraw from a class. He may withdraw and receive "W" (no grade penalty) up until one week prior to final examinations in each quarter.

Forms for these changes are available in the Registrar's Office and must be completed and returned to that office before the change will be considered completed.

Complete Withdrawal

A student may completely withdraw from school at any time during the quarter. In order to keep his credentials in proper order, this withdrawal must be completed on proper forms in the Registrar's Office. All financial obligations must be satisfied prior to the student's official withdrawal. All students who are under 21 years of age must have parental permission to withdraw from the University.

Turn to Financial Information section of this Catalog for refund policy.

Grades

Final grades are reported by the Registrar's Office at the end of each quarter. These grades are sent to each student's permanent address as indicated on his file. It is imperative that all changes of address be reported immediately to that office.

The following system of grades and grade-points is used:

Grade Earned	Grade Point
A	4
B	3
C	2
D	1
F	0

I — Grade assigned at the instructor's discretion as an interim designation for a course in which the student did not complete sufficient work on which to base a grade.

W — Grade assigned to a course whenever a student officially withdraws from a class. In all cases, the student is responsible for official withdrawal from class.

"I" and "W" grades are not considered in the computation of the grade point average. "I" grades will automatically become "F's" after one quarter, excluding summer terms, at the discretion of the professor.

Grade Point Average

A Fort Lauderdale University student's grade point average is based solely on the work taken at Fort Lauderdale University. The GPA can be determined by dividing the total number of grade points earned by the total number of credit hours attempted at Fort Lauderdale University. Example: 16 hours attempted, 32 grade points earned = 2.0 GPA or "C" average.

DEFINITION OF UNIT OF CREDIT

Full-time students are enrolled for 12 or more quarter hours; part-time students, for less than 12. The unit of credit in the University is the quarter hour. This is the credit allowed for one class hour a week for ten weeks or its equivalent. Unless designated otherwise by numerical code, courses offered have a credit of four quarter hours.

To convert semester hours to quarter hours, semester hours are multiplied by $1\frac{1}{2}$. Quarter hours can be changed to semester hours by multiplying by $\frac{2}{3}$. For example, 60 quarter hours are the equivalent of 40 semester hours.

Laboratory class periods are assigned one-half the value of recitation periods.

Dean's List

In an effort to recognize and encourage outstanding scholastic performance, the University announces a Dean's List at the end of each quarter. To be eligible for this honor a student must have earned a grade point average of at least 3.5 for that particular quarter and must have been registered for a sufficient number of hours to entitle him to classification as a full-time student.

President's List

Students who achieve a grade point average of 4.0 (A) and are registered for 12 or more quarter hours will be placed on the President's List. This is the highest honor a student may receive.

Academic Probation

If the cumulative average at the end of any quarter is less than 2.0 (C), the student will be placed on academic probation. He will remain on academic probation until such time as his cumulative average is a 2.0 or higher. A student who is placed on academic probation will be scheduled for counseling by the Director of Guidance.

If a student has a deficit of 15 or more grade points, his status will be reviewed by the Academic Standards Committee. Continued enrollment with such a deficit may be terminated by the Committee or other recommendations made. Any student who falls this far below a 2.0 average will be called in by the Director of Guidance for counseling.

CLASS ATTENDANCE AND ABSENCES

Regular and punctual attendance is required of all students in all courses and activities scheduled for credit. Students are responsible for all assignments and instructions presented. The University has no system of "allowable cuts" and instructors will use their own discretion in determining the relationship of attendance to grades and making special arrangements for factors such as illness or other unavoidable absences. It is important that the student himself is aware of each instructor's absence procedure, and it is the responsibility of the student to provide an explanation to his instructor for each absence.

A student who is excessively absent from a class or has an extended period of absence will be reported to the Registrar's Office. The student will be contacted and his absence will be discussed. Excessive absence may result in the student's dismissal from the course.

GRADUATION REQUIREMENTS

It is well to stop to consider graduation requirements at the time of entering college, because graduation requirements clarify the meaning of the college years that lie ahead. The requirements are set up to help the student keep in mind the goal that lies ahead of him — a good, sound education.

The administration urges every student to enter Fort Lauderdale University with the determination to complete his course. The demand for the services of those who persevere until they receive recognition as graduates is far in excess of the demand for non-graduates. The student in any school who does not finish his course is looked upon as a failure and will find increased difficulty in securing employment for the reason that in no field of effort area failures welcome.

To receive faculty recommendation and be considered a candidate for graduation, a student must have fully met the admission requirements of the University, satisfactorily completed the scholarship, curriculum, residence, and other requirements for the degree for which he is enrolled, and must have fulfilled all financial obligations to the University.

The student is responsible for meeting the requirements in his program, as outlined in the catalog at the time of his first registration, or at the time of his graduation, according to the discretion of the student. A student who does not complete his degree requirements within six years of the date of his original registration will be required to have his credits completely re-evaluated.

Completion of the formal requirements in courses, hours, grades, grade points, etc., does not necessarily entitle a candidate to a degree from Fort Lauderdale University. There are moral and personal qualifications for graduation in addition to the educational ones. The faculty bases its recommendation for the degree on considerations of character and ability, attainment, growth, and worthiness in general, as well as on the completion of the required number of hours and courses in the curriculum.

Application for Graduation. Application for graduation must be submitted to the University Registrar at the time of registration for the last quarter during which the student anticipates completing all academic requirements. Application for Graduation Forms are available upon request from the office of the Registrar. It is the responsibility of the student to properly complete and submit this form, and pay the required fee.

Curriculum. Minimum hour requirements for the standard Bachelor's and Associate degrees and the one-year Diploma Courses are stated elsewhere in this catalog.

Scholarship. In all degree programs offered by Fort Lauderdale University the minimum scholarship requirement for graduation is a grade point average of at least a 2.0 or "C" on all work attempted at Fort Lauderdale University.

Residence. All candidates for a bachelor's degree must complete a minimum of 48 credit hours in residence at Fort Lauderdale University, including 16 credit hours in the major field of specialization.

Candidates for an associate degree must complete a minimum of 32 credit hours in residence, including 8 credit hours in the major field of specialization.

All work for the one-year diploma must be completed in residence.

All work for the one-year diploma must be completed in residence.

Upper Division Credit. Transfer students from junior or community colleges, business and technical schools are considered to have taken and, in some cases where they have graduated, completed their lower division or freshman and sophomore years. Such students are required to complete a minimum of 96 quarter hours of credit at Fort Lauderdale University in upper division or junior/senior-level courses to meet graduation requirements for the bachelor's degree.

Double Major. Students desiring to earn a second baccalaureate degree need to complete an additional 48 quarter hours of residence credit over and above the 192 quarter hours required for the first degree. Additionally, all requirements in the second degree must be met as well as all of the requirements for the first degree.

Diploma. The University diploma will be prepared immediately after the quarter in which the degree candidate completes his requirements for graduation and will be forwarded to the graduate as soon as possible after receipt from the printer. Those students graduating in the June exercises will receive their diploma at commencement.

Commencement Attendance. Graduation commencement exercises will be held once every academic year in June. All graduates and their guests are urged to attend this important academic and social event.

Graduation Fees. Each candidate for a degree must have satisfied all financial obligations to the University, including the \$25 graduation fee, at least 30 days prior to the commencement convocation.

HONORS AND PRIZES

Graduation Honors are based on the quality-point average for all work taken at Fort Lauderdale University. Graduation honors are recorded on graduate's transcript and diploma.

work.

cum laude	3.30-3.64
magna cum laude	3.65-3.94
summa cum laude	3.95-4.00

ALPHA BETA INTERNATIONAL HONORARY COMMERCIAL SOCIETY

This international honor society was founded on the campus of Fort Lauderdale University by its President, Dr. S. J. Drake, to encourage and reward excellence in scholarship, distinction in achievement, higher personal standards, and leadership. Membership is open to both men and women who are pursuing programs leading to baccalaureate degrees and who have a quality-point average of 3.5 or higher after earning a minimum of 96 quarter hours' credit. In addition to a very high scholastic standing, other qualifications are character, desirable personal qualities, social adjustment, and evidence of leadership attributes. Students who meet the high standards and qualifications are elected to membership by faculty members. Election to Alpha Beta is the highest scholastic honor that a student in business administration or office management can receive.



President Drake congratulates Gayle Allers and Joseph Bertuccio for honor achievements.

Financial Information

GENERAL

The information contained in this section is applicable for all students in the Fall Quarter of 1971. The Board of Trustees reserves the right to change the tuition, fees, charges, and refund policy contained in this catalog.

THE CASHIER

All payments are to be made by mail or in person to the CASHIER, Fort Lauderdale University, 1401 East Broward Boulevard, Fort Lauderdale, Florida 33301 and to no other individual except the Field Registrars who are permitted to accept payments when interviewing applicants away from Ft. Lauderdale. Field Registrars will give the prospective student a receipt and immediately mail the payment to the Cashier.

APPLICATION FEE

An application fee of \$25 must accompany each original application for admission to Fort Lauderdale University. This non-refundable fee is to be mailed with the application to the University, ATTN: CASHIER. The Cashier will assign a student number to the application and forward it to the Director of Admissions for consideration. Previously accepted students, such as veterans returning to the University from military service, need not pay a second application fee.

TUITION DEPOSIT

After your application is reviewed by the Director of Admissions, you will be notified whether you are accepted. Assuming that you are accepted, you must send a deposit of \$100 which will be applied to the tuition charged for your first quarter of study. If for any reason you do not register, \$50 of your tuition deposit will be refunded. *for this quarter, this tuition deposit is forfeited.*

TUITION REFUND POLICY

Tuition is payable quarterly. A refund of 50 percent of the quarterly tuition will be made if a student officially withdraws from the University, or from any course, within two weeks after the final day of regular registration for any quarter. No refunds are made after the first two weeks of the quarter. There are no exceptions to the refund policy for a student who registers or enters classes late.

The refund is based upon the date the ^{official} withdrawal form is filed with the University, or the date of the post office cancellation if the student withdraws by letter. Absenteeism from classes does not constitute withdrawal. *from the University*

Fees are not refundable.

If a student is involuntarily drafted into military service after the first two weeks of any quarter, a prorata refund is made upon presentation to the Cashier of the draft induction notice.

If a student must withdraw from the University for medical reasons, a prorata adjustment is made and the student's account is credited. This credit is valid for one year from the date of official withdrawal. In order to receive this credit, a physician (M.D.) must write a brief letter to the Cashier, simply stating that the student must leave school for medical reasons.

TUITION

The tuition rate is \$36 per credit hour (\$576.00 for 16 credit hours) per academic quarter. Some students are capable of taking more than 4 courses. If your advisor approves additional courses for you, the tuition is \$144 for each four-credit undergraduate course.

Tuition must be paid in full no later than the last day of registration each quarter, *otherwise you will be charged a ~~late~~ \$ 25.00* late registration and permit fee.*

ACTIVITY FEE*

All students registered for more than one course must pay an Activity Fee of \$20* each academic quarter. This non-refundable fee is used for student activities as follows:

Student I.D. Card

Concerts and Dances

Student Awards

Student Publications

University Theatre

Admission to Athletic Events

Student Activities and Expenses

Cheerleaders

Athletic Expense—Inter-Collegiate and Intramural

Participation in Intramural Programs

* Subject to revision 1971-72

of all current and overdue charges

LATE REGISTRATION AND PAYMENT FEE

Students who do not register or make payment on or prior to the last day of scheduled registration are required to pay a late fee of \$25. ~~Since completion of the registration procedure requires payment of all current and overdue charges, this fee is charged if a student cannot make full payment during the scheduled registration days, or if he pays with a check which is returned for insufficient funds.~~ *prior to the final day of scheduled registration*

DELINQUENT ACCOUNTS

Any indebtedness remaining at the end of any quarter will result in the withholding of grades, transcripts, degrees, and letters of recommendation.

GRADUATION FEE

The graduation fee of \$25 covers expenses incidental to graduation and it must be paid when registering for the final quarter of study prior to graduation, and whether or not you participate in the commencement exercise.

OTHER FEES

Make payment to Cashier

Change of Schedule Fee	\$10.00	per transaction
Supplemental fee for the following courses:		
CS 103-Programming I BAL	\$20.00	
CS 104-Conversational Programming	\$20.00	
CS 201-Programming II BAL	\$20.00	
CS 202-Programming III, PL/I	\$20.00	
CS 203-Programming IV, PL/I	\$20.00	
CS 206-Programming V, Fortran	\$20.00	
CS 304-Cobol I	\$20.00	
CS 421-Directed Independent Study	\$ 5.00	per quarter credit hour

Mkt 250-Business Practicum	\$ 6.00
Sci 200-Intro. to Biochemistry	\$10.00
Sci 211-General Biology	\$10.00
Sci 212-General Biology	\$10.00
Parking violation	\$ 5.00
Transcript (the first is free)	\$ 3.00

BOOKS AND SUPPLIES

Books, supplies, class and fraternity jewelry, records, clothing, and so forth are not included in the tuition and fees. The cost of textbooks and supplies varies with the different programs. Books and supplies are sold strictly on a cash basis in our Bookstore located on the Broward Boulevard campus.

INSTALLMENT PAYMENTS

The University does not finance tuition and other fees. Therefore, students and their parents are encouraged to contact their lending agency 6 months in advance of registration. If you wish to finance your education with Tuition Plan, Inc., New York, New York, please write to our Cashier for an application at least 3 months prior to registration. This organization makes quarterly payments to the University, and the parents of the student make monthly payments to Tuition Plan, Inc. For more information on this subject, see EDUCATIONAL LOAN PLANS, one of the following paragraphs.

VETERANS

Veterans, like other students, are expected to make full payment at registration. (Please see the above paragraph.) If you have any questions, please contact your local Veterans Administration office without delay.

HOUSING FEES

As stated elsewhere in this catalog, limited University housing is available at a cost of \$225 per academic quarter. This amount, plus a

“Breakage, Damage and Cleanup” deposit of \$75 must be mailed to the Cashier at the time you are accepted for housing. In the event you have signed a lease and do not register at the University, the breakage, damage and cleanup deposit is refunded in full, and \$125 of the prepaid rental fee will be refunded to you. If the housing lease is signed and the student leaves college housing at the end of the first or second quarter, he must be replaced by a new student. If not replaced, the dormitory fee will be charged to the student’s account and it must be paid by him.

Students are permitted to move into University housing two days prior to registration week, but they must write or wire the Director of Housing, giving the date and time of arrival if they wish to do this.

TYPICAL UNIVERSITY EXPENSES

The University reserves the right to change fees at any time.

For the convenience of students and parents, typical current University expenses for the Academic Year (at present fees) are estimated as follows:

	Not in University Housing	In University Housing
Tuition (Four courses only)*	\$1,728.00	\$1,728.00
Activity Fee	60.00	60.00
University Housing**		675.00
Breakage, Damage, & Cleanup Deposit***		75.00

*Does not include supplemental course fees.

**This does not include food. Students have kitchens in each house and prepare their own meals or eat in cafeterias and restaurants where prices are reasonable.

***This deposit, or a portion of it is returned after all students have vacated housing and an inspection is made to determine the costs of returning the housing, including such common areas as kitchens, bathrooms, living rooms, etc., to an acceptable condition. Students should not expect deposits to be returned at the time they vacate housing.

EDUCATIONAL LOAN PLANS

The Tuition Plan, Inc. is offered by Fort Lauderdale University as a convenient way of financing tuition, housing, and other academic fees.

Under this deferred payment system, the cost may be spread over the entire school year, or under the two-, three-, and four-year plans, may be spread over the entire period with Parent Life Insurance included.

Parents who wish to adopt The Tuition Plan to avoid large single payments at the beginning of each quarter receive from the University

a contract, which, when signed by the parent, is returned to the University for assignment and forwarding to The Tuition Plan, Inc.

The one-year plan payments are paid in eight or ten monthly installments beginning with the first month of the school year. Under the two-year plan, there is a choice of 20, 30, or 36 monthly payments. In both the two-year and the three-year plans, Parent Life Insurance is automatically included.

If a four-year program is needed, The Tuition Plan offers three methods of payment: 40, 60, 72 consecutive payments. Expenses beyond the first year are estimated and the contract may be increased or decreased at the proper time to reflect changes in tuition, housing, or academic fees. Parent Life Insurance is automatically included.

Application for a Tuition plan contract may be secured from the Cashier, Fort Lauderdale University, Fort Lauderdale, Florida 33301.

Monthly payments should be made payable to The Tuition Plan, Inc., and mailed to 1 Park Avenue, New York, New York 10016.

Fort Lauderdale University has no financial interest in, and derives no benefits from this agency. It is mentioned in this catalog because of the many inquiries from parents regarding financial assistance and budget-payment educational programs.

STUDENT CHECKING ACCOUNTS

It is recommended that students not carry about, keep on their person, nor in their respective rooms substantial sums of money. The opening of a checking account in a local bank is strongly recommended. The University does not cash checks for students although we will accept them in payment for tuition and other charges.

Some of the banks near the University are:

Central Bank in Fort Lauderdale
15 East Broward Boulevard

Broward National Bank of Ft. Lauderdale
25 South Andrews Avenue

First National Bank
225 East Las Olas Boulevard

Fort Lauderdale National Bank
201 S.E. 6th Avenue

Student Affairs

OFFICE OF STUDENT AFFAIRS

The Office of Student Affairs includes the Dean of Student Affairs, Director of Admissions and Registrar, Director of Guidance and Counseling, Director of Student Activities and Housing, and University Nurse. The primary function of this office is to provide the essential personnel services to help students both collectively and individually to make optimal use of the educational opportunities. The University Student Service Building is located at the corner of northeast 14th Avenue and 2nd Street and houses all student services personnel. Students are encouraged to utilize the student personnel services and the staff welcomes inquiries of all kinds from students, parents and others interested in the University.

ORIENTATION

The orientation program is designed to acquaint students with academic and social policies and programs of the University and to give them basic information about services and opportunities for campus participation. Students will meet members of the administration, faculty, and student body and receive information that will have value to their adjustment to college life.

The orientation program is offered prior to the beginning of each quarter and all new students are encouraged to attend.

ACADEMIC ADVISEMENT

The University appoints an academic adviser for each student prior to his first quarter of enrollment. As a representative of the student's major department, the adviser aids in scheduling courses each quarter and in the formulation of an appropriate program of study toward the fulfillment of the student's educational objectives. Additionally, the student's adviser is available during the entire school year to discuss academic and personal problems.

ADMISSIONS AND RECORDS

The Admissions Office houses all of the permanent records of every student. It operates as an integral part of Student Services under the Dean of Student Affairs. It provides information to students concerning evaluation of transfer credits, transcripts, eligibility to graduate, pre-

registration and registration, change of schedule, withdrawal from school, attendance and grade reports. The Admissions Office acts as a liaison between the student and outside agencies such as Veterans' Administration, Vocational Rehabilitation, Selective Service and others. All student records are confidential and will not be released to anyone outside the college without the written consent of the student.

FINANCIAL AID

Fort Lauderdale University welcomes applications from students who would be unable to attend college without some type of financial assistance. Since available funds are limited, students are encouraged to apply as early as possible prior to the quarter financial aid is needed. In order to be considered for any type of financial aid, the student must apply to the University and receive official notice of acceptance. After being accepted, the appropriate financial aid form or forms must be completed and submitted.

Forms that may be requested by Fort Lauderdale University in order to apply for financial assistance are: (1) Fort Lauderdale University Application for Institutional Financial Aid, which must be sent to the Director of Financial Aid, Fort Lauderdale University; and (2) Parents' Confidential Statement, (PCS), which must be sent to the College Scholarship Service, Box 176, Princeton, New Jersey. The PCS is available from Fort Lauderdale University, any high school guidance office, or the College Scholarship Service. (NOTE: The College Scholarship Service does not award financial assistance. It provides a need analysis service for educational institutions by evaluating the information on the PCS form. Do not mail the PCS form to Fort Lauderdale University. It is mailed directly to the College Scholarship Service.)

SCHOLARSHIP WORK PROGRAM — This program gives financial aid to a limited number of needy and qualified students. The student is encourage to apply early and if a scholarship is granted, he will be assigned approximately 20 hours of work per week to pay for his tuition. All applications are submitted to the Financial Aid and Scholarship Committee. Information concerning how to apply may be obtained in the Office of the Dean of Student Affairs in the Student Services Building.

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FINANCIAL AID

Fort Lauderdale University welcomes applications from students who would be unable to attend college without some type of financial assistance. Since available funds are limited, students are encouraged to apply as early as possible prior to the quarter financial aid is needed. In order to be considered for any type of financial aid, the student must apply to the University and receive official notice of acceptance. After being accepted, the appropriate financial aid form or forms must be completed and submitted.

Forms that may be requested by Fort Lauderdale University in order to apply for financial assistance are: (1) Fort Lauderdale University Application for Institutional Financial Aid, which must be sent to the Director of Financial Aid, Fort Lauderdale University; and (2) Parents' Confidential Statement, (PCS), which must be sent to the College Scholarship Service, Box 176, Princeton, New Jersey. The PCS is available from Fort Lauderdale University, any high school guidance office, or the College Scholarship Service. (NOTE: The College Scholarship Service does not award financial assistance. It provides a need analysis service for educational institutions by evaluating the information on the PCS form. Do not mail the PCS form to Fort Lauderdale University. It is mailed directly to the College Scholarship Service.)

SCHOLARSHIP WORK PROGRAM — This program gives financial aid to a limited number of needy and qualified students. The student is encouraged to apply early and if a scholarship is granted, he will be assigned approximately 20 hours of work per week to pay for his tuition. All applications are submitted to the Financial Aid and Scholarship Committee. Information concerning how to apply may be obtained in the Office of the Dean of Student Affairs in the Student Services Building.

GUARANTEED STUDENT LOANS — Students who need funds to finance their college education may be eligible for a guaranteed loan. The student may apply for a loan at any lending institution such as: banks, savings and loan associations, insurance companies, credit unions, pension funds and similar supervised lending institutions. This program varies from state to state but generally a student may borrow up to \$1500 each academic year, if educational costs require borrowing to this extent.

The student contacts the agency and applies for the loan in his own locale. After completing the loan application the student then forwards his application to the University for verification of his intended enrollment. All applications for Guaranteed Loans should be forwarded to the Financial Aid Officer at least four weeks prior to registration.





FRANK H. MARTENS REAL ESTATE SCHOLARSHIP—A \$300 scholarship is available each year to a junior or senior student pursuing a major in the Real Estate Degree Program. The student is selected by the Financial Aid and Scholarship Committee of the University, based on scholarship and financial need. Any junior or senior student interested in applying should contact the Director of Financial Aid in the Office of Student Affairs. Form needed: Fort Lauderdale University Application for Institutional Financial Aid.

DR. CHARLES A. SCHURMAN SCHOLARSHIP—A \$200 scholarship is available each year to a senior in the Business Administration Program. The student is selected by the Financial Aid and Scholarship Committee of the University, with emphasis placed on a high scholastic record and financial need. Any senior student interested in applying should contact the Director of Financial Aid in the Office of Student Affairs. Form needed: Fort Lauderdale University Application for Institutional Financial Aid.

VETERANS' BENEFITS — Fort Lauderdale University is approved for the education and training of veterans under public laws now in effect covering disabled veterans, the Cold War G. I. Bill, and the children of deceased or disabled veterans. Students who may be eligible for educational benefits under any Veterans Administration program are urged to contact their local Veterans Administration representative or the Veterans Administration Regional Office, P.O. Box 1437, St. Petersburg, Florida, well in advance of the date of their registration. Students expecting to receive benefits under one of these programs must file their Certificate of Eligibility which is issued by the Veterans Administration with the Office of the Registrar at Fort Lauderdale University. No certification can be made until the Certificate of Eligibility is on file. Benefits are determined by the Veterans Administration, and the university certifies according to their rules and regulations. Further information concerning Veterans' Benefits may be obtained by contacting the Veterans Coordinator at Fort Lauderdale University.

THE TUITION PLAN, INC. — The Tuition Plan, Inc. is offered by Fort Lauderdale University as a convenient way of financing tuition, housing, and other academic fees. Under this deferred payment system, the cost may be spread over the entire school year or, under the two-, three-, and four-year plans, may be spread over the entire period with Parent Life Insurance included. Parents who wish to adopt The Tuition Plan to avoid large single payments at the beginning of each quarter receive a contract from the university which, when signed by the parent,

is returned to the university for assignment and forwarding to The Tuition Plan, Inc. The one-year plan payments are paid in eight or ten monthly installments beginning with the first month of the school year. Under the two-year plan, there is a choice of 20, 30, or 36 monthly payments. In both the two-year and the three-year plans, Parent Life Insurance is automatically included. If a four-year program is needed, The Tuition Plan offers three methods of payment: 40, 60, 72 consecutive payments. Expenses beyond the first year are estimated, and the contract may be increased or decreased at the proper time to reflect changes in tuition, housing or academic fees. Parent Life Insurance is automatically included. Monthly payments should be made payable to The Tuition Plan, Inc., and mailed to 1 Park Avenue, New York, New York 10016. Fort Lauderdale University has no financial interest in, and derives no benefits from this agency. Form needed: Tuition Plan Application, which is obtained by contacting the Cashier, Fort Lauderdale University.

COUNSELING

Counseling services at the University help the student initiate, continue, and complete his program in the best possible way. Professional counselors are available to assist students in resolving educational, vocational, and personal problems. Specialized testing is scheduled for the student who is in need of objective information concerning his abilities, achievements, interests, and personality. Students with specific problems requiring remedial work, tutoring, or psychiatric treatment are advised to visit the Guidance Center for assistance or referral information. Students and interested parents are encouraged to request help from the guidance staff at any time.

TESTING AND EVALUATION

Standardized test scores and the past academic records of entering students are not always sufficient data for program advisement and counseling. In such cases the student is required to complete a battery of ability and achievement tests to insure proper course selection and career planning.

Students who must take the test battery are contacted by the Director of Guidance prior to registration with details for the testing session.

JOB PLACEMENT SERVICE

A placement service is coordinated through the Office of the Dean of Student Affairs to assist students and alumni in realizing their career objectives. Students interested in employment either during their collegiate program or after graduation should contact the Office of the

Dean of Student Affairs in the Student Services Building on the main campus. A list of job opportunities, full and part time work that covers a wide range of abilities, including skilled, unskilled, semi-professional, and professional is published periodically. Graduating seniors should register early in their final year so that they will be informed of visits to the campus by recruiters from educational systems, businesses, industries, and governmental agencies throughout the country. The placement service provides a central source of information on graduate schools and programs and a variety of material on financial assistance available to graduate students. The placement services are available to students and alumni, and job information is advertised on both campuses through the use of the student activities newsletter.

HEALTH SERVICE

The Fort Lauderdale University Health Center is established within the guidelines of the American College Health Association. It is concerned with the physical and emotional health of the student, health education and preventive programs, emergency treatment, and the promotion of individual and general health in the university community.

The Health Center is under the direction of a registered nurse who provides health counseling and emergency out-patient care for students, faculty, and staff.

The University does not provide any type of student accident and sickness insurance. Parents and students are encouraged to consider some type of health insurance that may be of benefit to the student who is away from home. This responsibility rests entirely with the parents and students.

A pre-entrance physical examination by a physician is required for all students, and the completed form should be forwarded to the Health Center at least two weeks prior to registration. Current immunization for smallpox and tetanus are required before admission.

Applicants are not prevented from entering the university because of physical defects; however, students with chronic illness or physical defects must arrange for a transfer of records and information from their family physicians to a local practitioner to ensure continuous care.

Students are urged to report to the Health Center at the first sign of illness. If the services of a physician or hospital care are needed, the responsibility for payment must be assumed by the student. Responsibility for consent to treat students who are minors rests with the physician or hospital and the parents or guardians.

Student health records are privileged communications and are not

released without the student's consent, with the exception in information necessary from the standpoint of community health and safety.

HOUSING

Limited dormitory facilities on campus are available for men and women students and reservations should be made through the Director of Housing in the Office of Student Affairs. Each dormitory will be assigned a resident adviser who will provide supervision and assistance to the students. University dormitories have cooking privileges and all students are required to pay a \$75 cleaning and damage deposit in advance. This deposit is refundable after the student has been properly cleared and moves from the dormitory. Students should not expect to receive this deposit when they vacate housing. All or a portion of it will be forwarded to the student after an inspection of the housing is made and any repairs or cleanup has been completed. All students who live in University housing must sign a rental agreement to remain in the dormitory for three quarters and to abide by University housing rules and regulations. Fort Lauderdale University reserves the right to dismiss any student from University housing at any time for serious infractions of the housing rules. Any student who has a problem related to housing is encouraged to contact his resident adviser or the Director of Housing.

The Housing Office provides off-campus housing information for students throughout the school year. A list of current rooms, apartments and houses for rent is available upon request from the Housing Office, located in the Student Services Building on the main campus. Students living off campus are expected to abide by all rules and regulations issued by their landlord and any student who conducts himself in a manner that is detrimental to the general welfare of the University will be subject to disciplinary action by the University.

LIBRARY

The Library is centrally located on the East Broward Campus. Primarily intended for student use, the collection includes approximately 8,900 volumes and is expected to increase to 10,000 volumes within the next year. Books are classified according to the Library of Congress system. A variety of local and national newspapers is received daily, and the Library subscribes to a growing number of popular and academic periodicals. Back issues of journals on microfilm are gradually being acquired, as well as filmstrips, slides, recordings and tapes.

Four typewriters, two electric and two manual, are housed in the Library for student and faculty use. In addition, two stereo phonographs and a tape recorder are available for music listening and language

study. A coin-operated copy machine is available.

Library hours are posted outside the Library. Reference service is offered Monday through Friday from 8:30 a.m. to 4:30 p.m., and the Librarian will assist students with assignments whenever possible. Other libraries in the Fort Lauderdale community will be contacted whenever the on-campus facilities have been exhausted.

Periodicals, reference and reserve books must be used in the Library. Books from the general collection are loaned for two weeks, and may be renewed in person or by phone. Students who do not return books are charged the list price of the book. All students must be cleared through the Library before withdrawal or graduation from the University.

BOOKSTORE

A bookstore owned and operated by the University is located on the main campus at 1401 East Broward Boulevard. Students may purchase all necessary textbooks, University supplies, gym outfits, sweatshirts, and other miscellaneous items there. All requests for textbook refunds must be made within two weeks from the date of purchase and be accompanied by proper receipts. In no case, however, will a refund be made after the end of the second week of classes. All material returned must be in the identical condition as purchased. The bookstore will repurchase used textbooks during the school year provided the University readopts the text, the book is in good condition, and the bookstore needs the textbook to replenish its stock.



Student Regulations

STANDARDS OF BEHAVIOR

Students enrolled in Fort Lauderdale University are expected to uphold at all times standards of integrity and behavior that will reflect credit upon themselves, their families, and the University; to behave in good taste; and to respect the rights and privileges of others. They are expected to abide by the laws of the city, state, and nation and by the rules and regulations of the University. The University reserves the right to dismiss students whose behavior, on the campus or off the campus, is considered undesirable or harmful to the University.

DISCIPLINE

Students who fail to meet their responsibilities to the University will be referred to the Dean of Student Affairs for appropriate action. Any student at Fort Lauderdale University who has been suspended or expelled or whose record is marked that he is not to be re-admitted without clearance does not have visiting privileges on campus.

STANDARDS OF DRESS

Students enrolled in Fort Lauderdale University are expected to maintain a public and personal image of the highest order. The efforts and interests of everyone connected with the University are directed toward making the University one of the very best. In line with this goal, certain standards of dress have been established which apply to all students. Students are expected to be neat and clean in person at all times. The following information should be read carefully by all students who intend to register or remain at the University:

- MEN:**
- (a) hair may be worn in any style as long as it is clean, neat and not below shoulder length;
 - (b) sideburns, moustaches and beards must be trimmed;
 - (c) shaggy beards are not permitted;
 - (d) clothing is expected to be clean, free from holes and not ripped or torn;
 - (e) students must not be barefooted on campus;
 - (f) transparent clothing must not be worn on campus;
 - (g) Bermuda shorts are permitted during summer sessions only.

- WOMEN:** (a) clothing is expected to be clean, free from holes and not ripped or torn;
- (b) students must not be barefooted on campus;
- (c) transparent clothing must not be worn on campus;
- (d) Bermuda shorts are permitted during summer sessions only.

DRUGS, STIMULANTS AND BARBITUATES

Any person enrolled as a student in Fort Lauderdale University who is arrested for unlawful possession of any narcotic drug, central nervous system stimulant, hallucinatory drug, or barbituate as identified or defined in either Chapters 389 or 404 Florida Statutes, shall, following a disciplinary hearing, be subject to suspension from all classes of instruction until the determination of his guilt by a court of competent jurisdiction. If adjudicated guilty, the student shall be automatically expelled. No student expelled for this reason may be considered for re-admittance to the University for a period of two years. Any student subject to suspension or expulsion from Fort Lauderdale University may be entitled to a waiver of the suspension or expulsion if he divulges information leading to the arrest and conviction of a person who supplied such drug, stimulant, or barbituate to him, or if he voluntarily discloses his unlawful possession of such drugs, stimulant, or barbituate prior to his arrest.

For additional information relative to regulations and other University policies and procedures, the student should consult the Student Handbook and specific sections of the University Catalog. Each student is held responsible for observances of the rules and regulations of the University in so far as they affect him.



Student Activities

A well-rounded program of co-curricular activities is available to students of Fort Lauderdale University. The development of the student activities program is based on the concept that a successful student is a well-rounded individual who actively participates in the direction of his personal growth. Diversified activities in a field of interest encourage growth and maturity and serve to compliment the intellectual and academic values of the University.

Questions concerning the student activities program should be directed to the Director of Student Activities.

STUDENT ACTIVITIES COMMITTEE

The Student Activities Committee is concerned with all aspects of campus life. Any student or group having suggestions and recommendations for the improvement of the activities program at Fort Lauderdale University may use this committee as a vehicle for bringing these recommendations and suggestions to the university administration.

STUDENT SENATE

The Student Senate is the official student government agency of the University. The students who wish to make recommendations to their elected representatives should use the Student Senate as the vehicle for any action or proposed policy change which would affect the University.

All students matriculated and registered at Fort Lauderdale University are members of the student body and subject to the Charter of the Student Senate. Students are entitled to vote in the general and special elections of the student body, serve as members of the Student Senate if elected, and are subject to all benefits and rules as stated in the Charter of Fort Lauderdale University. The officers of the Senate are: President, Vice President, Secretary, Treasurer and a number of Senators determined by the Senate. A copy of the Charter may be obtained by request from the President of the Student Senate.

STUDENT ACTIVITIES PROGRAM DEVELOPMENT COMMITTEE

This committee is a recommending body who conducts special polls of students and faculty which are used to select programs for the artist series, lecture series, dances and special programs or events. Recommendations should be submitted to the Chairman of the Student Activities Program Development Committee.

STUDENT ACTIVITIES NEWSLETTER

The student activity weekly newsletter is placed in distribution boxes in locations on all campuses each Friday. Items contained in the newsletter include:

- Academic or registration instructions
- University policy announcements
- Student events, including meetings
- Special contests or opportunities
- Special announcements

The purposes of the newsletter is to provide a communications vehicle for important announcements to all students. Feature and in-depth reporting will be functions served by the Clipper, the University newspaper. Announcements requiring immediate attention will be read to all classes by the professors.

Announcements to be included in the newsletter should be typed and submitted to the Student Activities Office on the Wednesday preceding the week the item is to be carried.

ORGANIZATIONS AND LEADERSHIP SEMINARS

The University recognizes the primary academic objectives of all students. So too does the University recognize the variety of ways through which self-fulfillment and a sense of accomplishment are integral parts of the many aspects of life that contribute to the development of the whole individual.

The Student Activities Office will provide professional assistance to students in meeting their individual needs.

Any individual student, group or organization may request a training program, seminar or individual conference on any of the following topics:

- Formation of a new group organization structure
- Organization operating procedures
- Fund raising
- Leadership principles
- Leadership opportunities
- Elections or campaigns
- Community action programs
- Non-structured groups
- Civic projects
- State and national affiliations
- Student business opportunities

Interested students should contact the Student Activities Office to specify their individual needs and to arrange a program suitable to their personal requirements.

STUDENT PUBLICATIONS

Newspaper — “The Clipper”

The Clipper is a student publication which serves as the official newspaper and voice of the student body. The students write and edit stories and prepare advertising. The Clipper contains news about the University, sports, fashion and women's interests, clubs and organizations, personals, and alumni news. The newspaper is placed in busy spots on the campus where it can easily be obtained by the students.

Yearbook — “Seabreeze”

The Seabreeze is the student yearbook. The work is done by the students with the assistance of a faculty advisor. The yearbook offers varied opportunities for students who desire to gain experience outside the classroom in the area of publications.

THE UNIVERSITY THEATRE

An organization made up of these students who are interested in participating in theatre. The University Theatre Group produces dramatic productions for the enjoyment of the University community as well as the public.

RELIGIOUS ORGANIZATIONS

Inter-Varsity Christian Fellowship

An organization of Christian students of the Protestant denominations which aims to promote Christianity on the campus by means of prayer groups, Bible studies, special speakers and social and recreational outings where Christian students can find fellowship and strengthen their beliefs.

PROFESSIONAL CLUBS AND SOCIETIES

Executive Leadership Club

A club of special interests to students enrolled in the Business Administration Program and who are majoring in Management. The Club subscribes to several management magazines, holds monthly meetings and discussion groups, promotes the acquisition of books in the field of

management for the University library, and in various ways promotes interest in management.

Executive Secretaries' Club

A club for students majoring in Secretarial Administration which creates interest in advanced professional education in the area of Secretarial Administration. Monthly meetings are held, occasional field trips to representative business establishments are planned, and successful secretaries are invited to speak to members of this group.

Marketing and Sales Club

A club of particular interest to students majoring in Marketing. This club is associated with the Fort Lauderdale Sales-Marketing Executives Club which has won national honors for its program. The Marketing and Sales Club gathers professional journals and books on marketing concepts of U. S. business.

Beta Delta

An educational society for professional advancement of prospective teachers and leaders. Membership is restricted to those who have a very satisfactory average and also meet high standards of conduct and social values. Applications for membership are carefully evaluated. Twelve points in the area of education must be completed before presentation of application. Officers must meet a three-point cumulative average.

Throughout the term professional educators will be invited to lecture; field trips will be scheduled; workshops will be featured; and some observation and student teaching will be included. A number of social events and programs which bring members into wider professional channels will be frequently sponsored.

SORORITIES AND FRATERNITIES

The following social sororities and fraternities are active on campus:

Sororities

Psi Beta Chi

Delta Kappa Pi

Fraternities

Kappa Beta Phi

Lambda Theta Gamma

Tau Sigma Pi

Lambda Psi Omega

ATHLETICS

Athletic participation is a prominent part of college life at Fort Lauderdale University. Participation helps to develop sound bodies and

is an important factor in developing qualities of leadership, initiative and sportsmanship.

Basketball

Basketball is the major inter-collegiate sport at Fort Lauderdale University. The payment of the activity fee entitles students to free admission to all home games.

Intramural Program

An intramural program offers an opportunity for participation by all students. An all-sports trophy is awarded to the outstanding intramural athlete and group each year.

Y.M.C.A. Activity Program

The Fort Lauderdale Y.M.C.A. has a program of activities available for students of the University which includes the use of a swimming pool, weight room, handball courts, and game room. The student is required to pay a nominal fee for each quarter he uses these facilities. Interested students should visit the Y.M.C.A., which is located at 521 Northeast Fifth Street.



Student Activities Policies

ACTIVITY CALENDAR

In order to promote effective communications among organizations and to avoid conflicts of student programs, a calendar is maintained in the Student Activities Office, listing time and place for all approved activities.

Time and location of a co-curricular or extra-curricular activity must be cleared through the Student Activities Office before it may be placed on the University calendar.

BULLETIN BOARDS AND THE DISTRIBUTION OF LEAFLETS, FLYERS, ETC.

Students who want to place items on bulletin boards or distribute among the student body on campus leaflets, flyers or printed materials of any type must secure the approval of the Director of Student Activities in advance. He will furnish students certain rules governing the distribution of printed matter.

All material approved will be placed in those areas specified. The purpose of these rules is to keep the campus attractive and free of litter.

Student organizations and individuals are responsible for removing all materials when they have served their objective. Materials may not be attached in such fashion as to damage or deface the University property or campus.

CONVENTIONS, CONFERENCES AND APPROVED UNIVERSITY TRAVEL

Travel notification forms are available from faculty advisors and coaches or the Student Activities Office. Students are responsible for notifying their faculty, in advance, of absences to participate in scheduled University functions. Travel forms must be signed by the faculty advisor or coach.

Completed forms will be submitted to the Dean of Student Affairs two days prior to departure. Travel that interferes with any individual student's classroom responsibilities will be discouraged.

The faculty advisor or coach should accompany a group or organization on all approved travel. Staff and faculty personal automobiles used for travel must carry adequate insurance to protect the owner and all passengers.

INVITATION OF GUEST SPEAKERS

Faculty advisors of approved student organizations may invite any outside person to speak on campus. The primary criterion for suitability of the speaker should be the belief that allowing him to speak may enhance the intellectual development of the audience. It is assumed that in all such activities, opportunities will exist for the free and orderly presentation of varied points of view.

Any guest speaker or lecturer who will appear at a university sponsored activity, meeting or organizational event must have prior approval from the Director of Student Activities.

Request forms for speaker approval may be obtained in the Student Activities Office. Application forms should be forwarded to the Chairman of the Student Affairs Committee.

Activity fee monies will not be provided as financial assistance for inviting guest speakers unless the speaker and budget have prior approval as part of the total Student Activities annual budget.

Scheduling of university space for the purpose of any group meeting, outside of a classroom or seminar, will require registration of the meeting with the Student Activities Office to avoid conflict of normal programs of the University. Scheduling of university facilities for guest lecturers will be based upon the approval of the application by the Student Affairs Committee. A sponsor or organization issuing the invitation to the guest speaker shall assume financial liability for the facilities which are used and shall be responsible for all expenses related to security and other matters.

NEWSPAPER, RADIO AND TELEVISION RELEASES

All newspaper, radio and TV materials to be released by organizations must be cleared with the Director of University Relations. The University Relations Office will assist groups in releasing these materials.

Student organization secretaries and/or public relations heads should meet with the Director early in the quarter to set up guidelines for efficient and clear dissemination of news and information.

ORGANIZATIONAL AND OPERATING PROCEDURES FOR CLUBS AND ORGANIZATIONS

Philosophy

Student Clubs and Organizations should make every effort to act consistently with the stated objectives of Fort Lauderdale University.

We are committed to serve as a center to foster cultural develop-

ment. The fabric of the American culture is woven from many educational, aesthetic and social creations. It is the task of this University to exercise leadership in relating its clubs and organizations to well formulated and balanced programs which relate to the American culture and enrich its future.

Clubs and Organizations supplement the objectives of the University through service to the individual student, the campus and the community. Service activities that contribute to the over-all balance of the university experience are most significant in meeting the goals of Fort Lauderdale University.

Formation of a Club or Organization

The procedure for formation of new clubs and organizations is as follows:

1. A list of ten (10) students who have expressed interest in forming a club will be submitted to the Director of Student Activities.
2. The Director will secure a sponsor (if needed), and arrange meeting places.
3. The group will provide the Director of Student Activities with the proposed name of the organization, its aims and objectives, a list of charter members and the name of the sponsor(s).
4. After the third meeting of the organization, a list of proposed activities and written operating procedures will be submitted by the sponsors to the Director of Student Activities for approval.

NOTE: Should there be some question concerning the establishment of organization consistent with university policies, the Director will submit a proposal to the Student Affairs Committee.

5. The organization will receive a memorandum advising them that they may elect officers, collect dues, participate in those activities related to the pursuance of their stated aims and objectives. The organization will be placed on probationary status for a period of six months.
6. At the end of the probationary period the organization will be reviewed by the Director of Student Activities and the Student Senate to consider active status. The President of the University will officially notify the organization when it is placed on active status.

Criteria for Active Clubs and Organizations

Once a club becomes active, it will remain on the active list so long as the club makes worthy contributions to Fort Lauderdale University and the university community.

More specifically, the organization must:

1. Hold regularly scheduled meetings.
2. Send a representative to advisory councils as prescribed by the Student Senate or President of the Senate.
3. Maintain an up-to-date constitution, if required, with copies on file with the President of the Student Senate and Director of Student Activities.
4. Have a sponsor who attends the meetings and functions of the organization.
5. Sponsor functions which are beneficial to the student and faculty of Fort Lauderdale University.
6. Maintain accurate financial records.
7. Maintain standards of acceptable behavior as described in the University Bulletin and observe the Student Activity Policies as set forth in the Student Handbook.
8. Submit to the Student Senate President and Director of Student Activities a typewritten report of all projects completed at the end of each quarter.

Any group which cannot conform to the above criteria will receive the attention of the Student Affairs Committee for proper action.



Drake College of Business Administration

**ACCOUNTING
BUSINESS LAW
COMPUTER SCIENCE
ECONOMICS
FINANCE
GENERAL BUSINESS
INSURANCE
MANAGEMENT
MARKETING
REAL ESTATE
SECRETARIAL ADMINISTRATION**

DRAKE COLLEGE OF BUSINESS ADMINISTRATION

The Drake College of Business Administration prepares men and women for positions of leadership and service by equipping them with the ethical and philosophical principles upon which our society, economy, and government rests and by providing them with the pragmatic skills and techniques to live a productive and worthwhile life in business, in government, and in their various communities.

This College will strive to develop the environment and knowledge for the development of careers in fields of business and other related areas.

The goal of the Drake College of Business Administration will be to develop leaders with "know how" for our way of life.

The College offers each matriculating student the promise of continuance of care and guidance in order that he may realize his best potential according to his capacity and probable future abilities.

The Drake College of Business Administration offers courses leading to the BBA; BA in Business Administration; BS in Business Education; BS in Computer Science; BS in Technical Management; BS in Secretarial Administration; ABA in Business Administration; AS in Executive, Legal, or Medical Secretarial Science; and one-year programs in the Secretarial or Accounting fields.

Each four-year degree program is offered with various majors and minors. After selecting a major area of concentration, a student should contact his faculty advisor, the department head, Director of Guidance, Director of Admissions, or the Vice President of Academic Affairs for individual advisement and counseling pertinent to major requirements and employment goals.

General Requirements for Graduation

1. One hundred and ninety-two quarter hours credit; 2.0 cumulative grade point average, computed by dividing total quality points earned by total credit hours attempted at Fort Lauderdale University.
2. Grade of "C" or higher in each course used for a major.
3. The last forty-eight quarter hours credit in residence.
4. Transfer credits from junior colleges or technical institutes may not exceed 96 quarter hours credit.
5. MAJOR—36-44 quarter hours credit

Every candidate for a degree must choose a major field. Specific

requirements for programs of study in Business Administration are listed on the following pages and are approved by the chairman of the department concerned or by the Vice President for Academic Affairs.

The choice of a major should be made not later than the beginning of the junior year and must be approved by the head of the department of the major subject. Thereafter the student's schedule for each quarter must meet the approval of the major department. Any student not making satisfactory progress in the major subject may be required to change his major or to relinquish his candidacy for a degree.

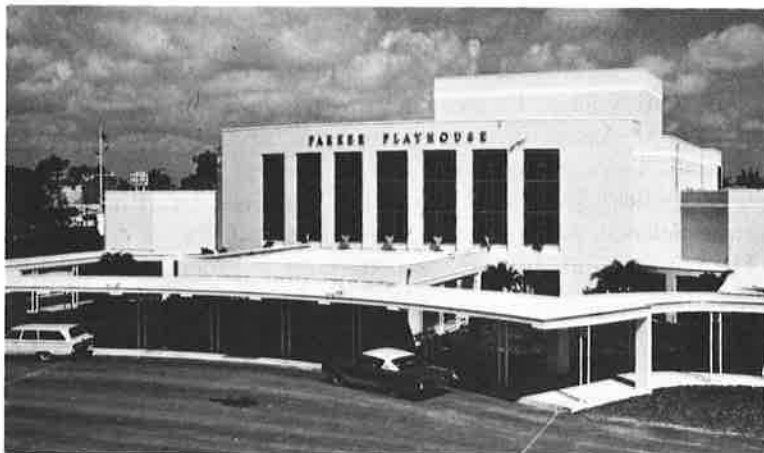
6. CORE CURRICULUM AND/OR CONCENTRATION

CURRICULUM—36-40 quarter hours credit each

7. ELECTIVES—Credits necessary to complete 192 quarter hours credit

Choice is not restricted except it must include as many advanced undergraduate studies (courses numbered in the 300 and 400 level) as possible.

8. Thirty (30) days prior to graduation, each candidate must complete and submit to the Registrar's Office formal application for graduation and pay a \$25.00 graduation fee to the Cashier.



Graduation ceremonies are held at the Parker Playhouse, the City of Fort Lauderdale's cultural center.

ONE-YEAR CERTIFICATE PROGRAMS

The Drake College of Business Administration offers two one-year certificate programs. These are offered for prospective secretaries and for junior accountants who cannot afford to take more than four quarters of study during the beginning phases of their educational preparation.

The requirements for the Junior Accounting Certificate and the Secretarial Certificate are as follows:

JUNIOR ACCOUNTING: 64 CREDIT HOURS

Mth 101, 102	8	Eng 102 or 103	4
Acc 101, 102, 103	12	Psy 101	4
Acc 201, 202	8	ST 100	4
Mgt 101	4	Jou 211	4
BL 101, 102	8		—
CS 101	4		64
Eng 100 or 101	4		

SECRETARIAL: 64 CREDIT HOURS

SA 102, 103	8	Eng 102 or 103	4
SA 201, 202, 203	12	Psy 101	4
SA 301, 303	8	ST 100	4
SA 401	4	Jou 211	4
Mgt 101	4	Elective	4
CS 101	4		—
Eng 100 or 101	4		64

ASSOCIATE DEGREE PROGRAMS

The Drake College of Business Administration offers an Associate in Commercial Science Degree and an Associate in Business Administration Degree. Associate Degree Programs are six quarters in length and 96 credit hours are required. The AS Degree is offered in Executive, Legal, or Medical Secretarial fields. The ABA is offered in Accounting, Computer Science, Management, Marketing, Real Estate and Insurance.

The requirements for the Associate Degree Programs are as follows:

EXECUTIVE SECRETARIAL: 96 CREDIT HOURS (A.S. Degree)

Major		Core Curriculum	
Acc 102	4	Acc 101	4
BL 101, 102	8	Mth 101, 102	8
SA 301, 302, 303	12	Mgt 101	4
SA 401	4	SA 102, 103	8
Mgt 102	4	SA 201, 202, 203	12
	—		—
	32		36

General Education Curriculum	
Eng 100 or 101	4
Eng 102 or 103	4
Psy 101	4
ST 100	4
His 101, 102	8
Jou 211	4
	<hr/>
	28

LEGAL SECRETARIAL: 96 CREDIT HOURS (A.S. Degree)

Major		Core Curriculum	
Acc 102	4	Acc 101	4
BL 101, 102	8	Mth 101, 102	8
SA 301, 302, 303	12	Mgt 101	4
SA 401, 405, 406	12	SA 102, 103	8
	<hr/>	SA 201, 202, 203	12
	36		<hr/>
			36

General Education Curriculum	
Eng 100 or 101	4
Eng 102 or 103	4
Psy 101	4
His 101, 102	8
ST 100	4
	<hr/>
	24

MEDICAL SECRETARIAL: 96 CREDIT HOURS (A.S. Degree)

Major		Core Curriculum	
Acc 102	4	Acc 101	4
Sci 103	4	Mth 101, 102	8
Sci 301	4	Mgt 101	4
SA 301, 302, 303	12	SA 102, 103	8
SA 401, 403, 404	12	SA 201, 202, 203	12
	<hr/>		<hr/>
	36		36

General Education Curriculum	
Eng 100 or 101	4
Eng 102 or 103	4
Psy 101	4
ST 100	4
His 101, 102	8
	<hr/>
	24

ACCOUNTING: 96 CREDIT HOURS (A.B.A. Degree)

Major		Core Curriculum	
Acc 103	4	Acc 101, 102	8
Acc 201, 202, 203	12	BL 101	4
Acc 301, 302, 303	12	CS 101	4
Acc 401, 402	8	Eco 101	4
—	—	Mgt 101	4
	36	Mkt 101	4
		Mth 101, 102	8
			<hr/>
			36

General Education Curriculum

Eng 100 or 101	4
Eng 102 or 103	4
His 101, 102	8
Psy 101	4
ST 100	4
	<hr/>
	24

COMPUTER SCIENCE: 96 CREDIT HOURS (A.B.A. Degree)

Major		Core Curriculum	
CS 102, 103	8	Acc 101, 102	8
CS 201, 202, 203, and 204 or 205	16	BL 101	4
CS 301, 302	8	CS 101	4
—	—	Eco 101	4
	32	Mgt 101	4
		Mkt 101	4
		Mth 101, 102	8
			<hr/>
			36

General Education Curriculum

Eng 100 or 101	4
Eng 102 or 103	4
His 101, 102	8
Jou 211	4
Psy 101	4
ST 100	4
	<hr/>
	28

MANAGEMENT: 96 CREDIT HOURS (A.B.A. Degree)

Major		Core Curriculum	
Mgt 102, 103	8	Acc 101, 102	8
Mgt 201, 202, 203	12	BL 101	4
Mgt 302	4	CS 101	4
Mgt 402, 403 and 408 or 404	12	Eco 101	4
	—	Mgt 101	4
	36	Mkt 101	4
		Mth 101, 102	8
			—
			36

General Education Curriculum

Eng 100 or 101	4
Eng 102 or 103	4
His 101, 102	8
Psy 101	4
ST 100	4
	—
	24

MARKETING: 96 CREDIT HOURS (A.B.A. Degree)

Major		Core Curriculum	
Mkt 102	4	Acc 101, 102	8
Mkt 201, 202, 203	12	BL 101	4
Mkt 301, 302	8	CS 101	4
Mkt 402, 404, 406	12	Eco 101	4
	—	Mgt 101	4
	36	Mkt 101	4
		Mth 101, 102	8
			—
			36

General Education Curriculum

Eng 100 or 101	4
Eng 102 or 103	4
His 101, 102	8
Psy 101	4
ST 100	4
	—
	24

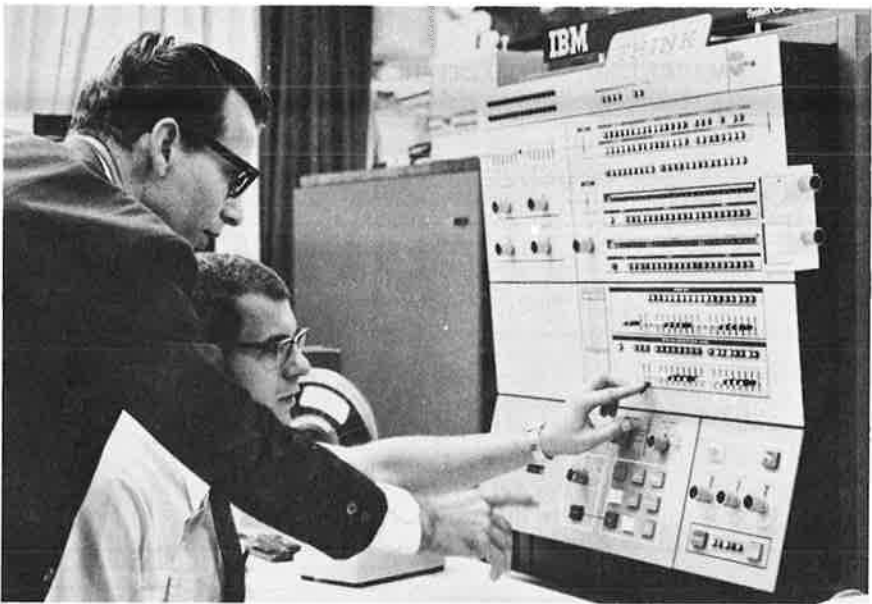
REAL ESTATE AND INSURANCE: 96 CREDIT HOURS (A.B.A. Degree)

Major		Core Curriculum	
RE 101, 102	8	Acc 101, 102	8
RE 203	4	BL 101	4
RE 301, 303	8	Eco 101	4
RE Elective	4	Mgt 101	4
Ins 101, 102	8	Mkt 101	4
Ins 201, 202	8	Mth 101, 102	8
	40		32

General Education Curriculum

Eng 100 or 101	4
Eng 102 or 103	4
His 101, 102	8
Psy 101	4
ST 100	4

24



BACHELOR OF BUSINESS ADMINISTRATION DEGREE PROGRAM:

Requirements: 192 Credit Hours

The Drake College of Business Administration provides the students of Fort Lauderdale University with the opportunity to obtain the basic business degree, Bachelor of Business Administration, with majors offered in Accounting; Accounting with Secretarial Administration concentration; Economics; Finance with specialization in Securities; Finance with specialization in Real Estate; Finance with specialization in Insurance; General Business; General Business with Secretarial Administration concentration; Management; Management with Secretarial Administration concentration; Marketing; Marketing with Secretarial Administration concentration; Real Estate; and Real Estate and Insurance. In addition, a Bachelor of Business Administration degree is offered with a major in Management with Aviation concentration, requiring 194 quarter hours credit.

The Drake College of Business administration also offers a Bachelor of Science Degree in Secretarial Administration, a Bachelor of Science Degree in Computer Science, and a Bachelor of Science Degree in Technical Management.

Requirements for the Bachelor of Business Administration Degree and the Bachelor of Science Degree in the various majors are as follows:

GENERAL EDUCATION CURRICULUM: 76 CREDIT HOURS

Communications	
Eng 100 or 101	4
Eng 103	4
Jou 211	4
ST 100	4
	16

Social Science	
His 101, 102°	} 8
His 201, 202°	
Gov 101, 201, 202°	} 4
Psy 101 or 201**	
Soc 201 or 300**	
	16

°Student selects 8 hours in or out of sequence.

**Student may take 4 hrs. Psy and 4 hrs. Soc or 8 hrs. of either.

Math, Business, and Science	
Eco 101, 102***	8
Mth 101*	4
Mth 105**	4
Sci 101, 102, 103	12
	—
	28

*Mth 103 required for Computer Science majors.

**Mth 201 required for Economics majors, Finance majors specializing in Securities, or Computer Science majors.

***Eco 201, 202 required for Economics majors, Finance majors specializing in Securities, or Computer Science majors.

Humanities

FA 201 or 203 or ST 205	4	
Phi 201 or 303 or 304	4	
Eng 201, 202*	}	
Eng 221, 222*		8
Eng 230, 231*		

*Student may select 8 hrs. in or out of sequence.

16

ACCOUNTING: 116 CREDIT HOURS (B.B.A. Degree)

Major	
Acc 201, 202, 203	12
Acc 301, 302, 303	12
Acc 401, 402, 403, 404	16
	—
	40
Free Electives	
	—
	36

Core Curriculum	
Acc 101, 102, 103	12
BL 101, 102	8
Mgt 101, 102	8
Mkt 101	4
Mth 102	4
SA 101	4
	—
	40

**ACCOUNTING WITH SECRETARIAL ADMINISTRATION CONCENTRATION:
116 CREDIT HOURS (B.B.A. Degree)**

Major	
Acc 201, 202, 203	12
Acc 301, 302, 303	12
Acc 401, 402, 403	12
	—
	36

Concentration Curriculum	
SA 201, 202, 203	12
SA 301, 302, 303	12
SA 401, 402, 407	12
	—
	36

Core Curriculum

Acc 101, 102, 103	12
BL 101, 102	8
Mgt 101, 102	8
Mkt 101	4
Mth 102	4
SA 102, 103	8
	—
	44

COMPUTER SCIENCE: 116 CREDIT HOURS (B.S. Degree)

Major		Core Curriculum	
CS 102, 103	8	CS 101	4
CS 201, 202, 203, 204, 205	20	Acc 101, 102, 103	12
CS 301, 302	8	BL 101, 102	8
CS 421	4	Mgt 101, 102	8
	—	Mkt 101	4
	40	Mth 104, 301	8
Free Electives	—		—
	32		44

ECONOMICS: 116 CREDIT HOURS (B.B.A. Degree)

Major		Core Curriculum	
Eco 203, 204	8	Acc 101, 102	8
Eco 301, 302, 303 or 304	12	BL 101, 102	8
Eco 401, 402, 403, 404	16	Fin 201, 301	8
	—	Mgt 101, 102	8
	36	Mkt 101	4
	—	Mth 102	4
Free Electives	—	SA 101	4
	36		—
	44		44

**FINANCE: 116 CREDIT HOURS (B.B.A. Degree)
Specialization in Securities**

Major		Core Curriculum	
Fin 101, 102	8	Acc 101, 102	8
Fin 201, 202	8	BL 101, 102	8
Fin 301, 302, 304	12	Mgt 101, 102	8
Fin 401, 402, 403	12	Mkt 101, 102	8
	—	Mth 102	4
	40	Mth 301	4
Free Electives	—	SA 101	4
	32		—
	44		44

**FINANCE: 116 CREDIT HOURS (B.B.A. Degree)
Specialization in Real Estate**

Major		Core Curriculum	
RE 101, 102	8	Acc 101, 102	8
RE 203, 204	8	BL 101, 102	8
RE 301, 302, 305	12	BL 301, 302	8
RE 401	4	Mgt 101	4
Fin 201, 202	8	Mkt 101	4
	—	Mth 102	4
	40	SA 101	4
Free Electives	—		—
	36		40

FINANCE: 116 CREDIT HOURS (B.B.A. Degree)
Specialization in Insurance

Major		Core Curriculum	
Ins 101, 102	8	Acc 101, 102	8
Ins 201, 202	8	BL 101, 102	8
Fin 201, 202	8	BL 303	4
Fin 301, 302, 304	12	Mgt 101, 102	8
Fin 401	4	Mkt 101	4
	—	Mth 102	4
	40	Mth 301	4
Free Electives	—		—
	36		40

GENERAL BUSINESS: 116 CREDIT HOURS (B.B.A. Degree)

Major		Core Curriculum	
Acc 403, 404	8	Acc 101, 102, 103	12
Fin 102, 301	8	BL 101, 102	8
Ins 101	4	Mgt 101, 102	8
Mgt 202, 303	8	Mkt 101	4
Mkt 102, 201	8	Mth 102	4
SA 103	4	SA 102	4
	—		—
	40		40
Free Electives	—		
	36		

**GENERAL BUSINESS WITH SECRETARIAL ADMINISTRATION
CONCENTRATION: 116 CREDIT HOURS (B.B.A. Degree)**

Major		Concentration Curriculum	
Acc 403, 404	8	SA 201, 202, 203	12
Fin 102, 301	8	SA 301, 302, 303	12
Ins 101	4	SA 401, 402, 407	12
Mgt 202, 303	8		—
Mkt 102, 201	8		36
SA 103	4		
	—		
	40		

Core Curriculum	
Acc 101, 102, 103	12
BL 101, 102	8
Mgt 101, 102	8
Mkt 101	4
Mth 102	4
SA 102	4
	—
	40

MANAGEMENT: 116 CREDIT HOURS (B.B.A. Degree)

Major		Core Curriculum	
Mgt 103	4	Acc 101, 102, 103	12
Mgt 201, 202, 203	12	BL 101, 102	8
Mgt 302, 303	8	Mgt 101, 102	8
Mgt 402, 403, 406, and 408 or 404	16	Mkt 101	4
	—	Mth 102	4
	40	SA 101	4
Free Electives	—		—
	36		40

**MANAGEMENT WITH AVIATION CONCENTRATION:
118 CREDIT HOURS (B.B.A. Degree)**

Major		Core Curriculum	
Mgt 202, 203	8	Acc 101, 102	8
Mgt 304, 305, 306, 307	16	BL 101, 102	8
Mgt 402, 403, 406, 407, 408	20	Mgt 101, 102	8
	—	Mkt 101	4
	44	Mth 102	4
Ground School	—	SA 101	4
	10		—
Free Electives	—		36
	28		

**MANAGEMENT WITH SECRETARIAL ADMINISTRATION CONCENTRATION:
116 CREDIT HOURS (B.B.A. Degree)**

Major		Concentration Curriculum	
Mgt 201, 202, 203	12	SA 201, 202, 203	12
Mgt 302, 303	8	SA 301, 302, 303	12
Mgt 402, 403, 404, 406, 408	20	SA 401, 402, 407	12
	—		—
	40		36

Core Curriculum	
Acc 101, 102	8
BL 101, 102	8
Mgt 101, 102	8
Mkt 101	4
Mth 102	4
SA 102, 103	8
	—
	40

MARKETING: 116 CREDIT HOURS (B.B.A. Degree)

Major		Core Curriculum	
Mkt 102	4	Acc 101, 102, 103	12
Mkt 201, 202, 203	12	BL 101, 102	8
Mkt 301, 302	8	Mgt 101, 102	8
Mkt 402, 403, 404, 406	16	Mkt 101	4
	—	Mth 102	4
	40	SA 101	4
Free Electives			—
	—		40
	36		

**MARKETING WITH SECRETARIAL ADMINISTRATION CONCENTRATION:
116 CREDIT HOURS (B.B.A. Degree)**

Major		Concentration Curriculum	
Mkt 102	4	SA 201, 202, 203	12
Mkt 201, 202, 203	12	SA 301, 302, 303	12
Mkt 301	4	SA 401, 402, 407	12
Mkt 402, 403, 404, 406	16		—
	—		36
	36		

Core Curriculum	
Acc 101, 102, 103	12
BL 101, 102	8
Mgt 101, 102	8
Mkt 101	4
Mth 102	4
SA 102, 103	8
	—
	44

REAL ESTATE: 116 CREDIT HOURS (B.B.A. Degree)

Major		Core Curriculum	
RE 203, 204	8	Acc 101, 102	8
RE 301, 302, 303, 304, 305	20	BL 101, 102	8
RE 401	4	Ins 202	4
BL 301, 302	8	Mgt 101	4
	—	Mkt 101	4
	40	Mth 102	4
Free Electives		RE 101, 102	8
	—	SA 101	4
	32		—
			44

REAL ESTATE AND INSURANCE: 116 CREDIT HOURS (B.B.A. Degree)

Major		Core Curriculum	
Ins 101, 102	8	Acc 101, 102	8
Ins 202	4	BL 101, 102	8
RE 203	4	Mgt 101	4
RE 301, 302, 304	12	Mkt 101	4
RE 401	4	Mth 102	4
BL 301, 303	8	RE 101, 102	8
	—	SA 101	4
	40		—
Free Electives	—		40
	36		

SECRETARIAL ADMINISTRATION: 116 CREDIT HOURS (B.S. Degree)

Major		Core Curriculum	
SA 103	4	Acc 101, 102, 103	12
SA 201, 202, 203	12	BL 101, 102	8
SA 301, 302, 303	12	Mgt 101, 102	8
SA 401, 402, 407	12	Mkt 101	4
	—	Mth 102	4
	40	SA 102	4
	—		—
Free Electives	—		40
	36		



**BACHELOR OF SCIENCE IN TECHNICAL
MANAGEMENT DEGREE PROGRAM:**

Requirements: 192 Credit Hours

The Bachelor of Science in Technical Management Degree is offered by the Drake College of Business Administration of Fort Lauderdale University for students who have attended or graduated from our affiliated technical institutes and junior colleges, who have prepared themselves in the various technical fields during their early years of college effort, and who need courses in general education and in management to build the skills and patterns of understanding that are necessary for technical management. The courses in technical subjects will be accepted and placed in the record. Up to 96 quarter credits may be accepted as transfer credits and will count toward this degree program. All credits will be equated and recorded if a grade of "C" or higher has been earned.

Requirements for the Bachelor of Science in Technical Management Degree Program are as follows:

GENERAL EDUCATION CURRICULUM: 76 CREDIT HOURS

Communications		Math, Business, & Science	
Eng 100 or 101	4	CS 101	4
Eng 103	4	Eco 101	4
Jou 211	4	Mth 100 or 101	4
ST 100	4	Mth 105	4
	—	Sci 101, 102, 103	12
	16		—
			28
Social Science		Humanities	
His 101, 102* }	8	FA 201 or 203 or ST 205	4
His 201, 202* }		Phi 201 or 303 or 304	4
Gov 101* }	8	Eng 201, 202* }	8
Gov 201, 202* }			
Psy 101** }			
Psy 201** }	8	Eng 230, 231* }	—
Soc 201 or 300** }			
	—		16
	16		

*Student selects 8 hrs. in or out of sequence.

**Student may take 4 hrs. Psy and 4 hrs. Soc or 8 hrs. of either.

*Student may select 8 hrs. in or out of sequence.

TECHNICAL MANAGEMENT: 116 CREDIT HOURS

Major		Core Curriculum	
Mgt 101, 102, 103	12	Electives	40
Mgt 202, 203	8		
Mgt 403	4		
Mgt Electives	16	Free Electives	—
	—		—
	40		36

B.A. DEGREE IN BUSINESS ADMINISTRATION PROGRAM:

Requirements: 192 Credit Hours

The Drake College of Business Administration offers the Bachelor of Arts Degree in Business Administration with a greater concentration in the General Education curriculum. Majors in Accounting, Economics, Finance, Real Estate, Real Estate and Insurance, Management, Marketing, and Secretarial Administration are offered.

The leadership that is required of so many of our young executives seems to indicate a need for a broader knowledge in the basic studies area.

Requirements for the Bachelor of Arts Degree in Business Administration in the various majors are as follows:

GENERAL EDUCATION CURRICULUM: 112 CREDIT HOURS

Communications		Math, Business, and Science	
Eng 100, 101, and 102 or 103	12	Eco 101*	4
Jou 211 or ST 100	4	Mth 103	4
	—	Mth 105**	4
	16	Sci 101, 102, 103	12
			—
			24
Foreign Language			
101, 102	8	*Eco 201 required for Economics ma-	
201, 202	8	jors.	
	—	**Mth 201 required for Economics ma-	
	16	jors.	
Student must complete 16 credits in one language. Those who studied same language in high school are required to take placement tests to determine which course they are prepared to enter.			
Social Science		Humanities	
His 101, 102	8	FA 201 or 203 or ST 205	4
His 201, 202 or Gov 201, 202	8	Phi 201 or 303 or 304	4
Gov 101	4	Eng 201, 202 }	16
Psy 101, 201 or Soc 201, 300	8	Eng 221, 222 }	
Geo 201	4	Eng 230, 231 }	
	—		24
	32	Student must select 16 qrt. hrs. from Literature courses in or out of sequence.	

Student may select 4 hrs. Psy and 4 hrs. Soc, or 8 hrs. of either.

ACCOUNTING: 80 CREDIT HOURS (B.A. Degree)

Major		Related Courses	
Acc 201, 202, 203	12	Acc 101, 102, 103	12
Acc 301, 302, 303	12	BL 101, 102	8
Acc 401, 402, 403, 404	16	Eco 102	4
	—	Mgt 101	4
	40	Mkt 101	4
		Mth 101, 102	8
			—
			40

ECONOMICS: 80 CREDIT HOURS (B.A. Degree)

Major		Related Courses	
Eco 202, 203, 204	12	Acc 101, 102	8
Eco 301, 302, 303 or 304	12	BL 101, 102	8
Eco 401, 402, 403, 404	16	Fin 201	4
—	—	Mgt 101	4
	40	Mkt 101	4
		Mth 101, 102	8
		SA 101	4
		—	—
			40

FINANCE: 80 CREDIT HOURS (B.A. Degree)

Major		Related Courses	
Fin 102	4	Acc 101, 102	8
Fin 201, 202	8	BL 101, 102	8
Fin 301, 302, 304	12	CS 101	4
Fin 401, 402	8	Eco 102	4
Ins 101	4	Mgt 101	4
RE 101	4	Mkt 101	4
—	—	Mth 101, 102	8
	40	—	—
			40

MANAGEMENT: 80 CREDIT HOURS (B.A. Degree)

Major		Related Courses	
Mgt 101, 102, 103	12	Acc 101, 102	8
Mgt 201, 202, 203	12	BL 101, 102	8
Mgt 302, 303	8	Eco 102	4
Mgt 402, 403, and 406 or 408	12	Mkt 101, 102	8
—	—	Mth 101, 102	8
	44	—	—
			36

MARKETING: 80 CREDIT HOURS (B.A. Degree)

Major		Related Courses	
Mkt 101, 102	8	Acc 101, 102	8
Mkt 201, 202, 203	12	BL 101, 102	8
Mkt 301, 302	8	Eco 102	4
Mkt 402, 403, 404, 406	16	Mgt 101, 102	8
—	—	Mth 101, 102	8
	44	—	—
			36

REAL ESTATE: 80 CREDIT HOURS (B.A. Degree)

Major		Related Courses	
RE 101, 102	8	Acc 101, 102	8
RE 203, 204	8	BL 101, 102	8
RE 301, 302, 303, 304, 305	20	BL 301, 302	8
RE 401, 402	8	Eco 102	4
	—	Mth 101, 102	8
	44		—
			36

REAL ESTATE AND INSURANCE: 80 CREDIT HOURS (B.A. Degree)

Major		Related Courses	
Ins 101, 102	8	Acc 101, 102	8
Ins 201, 202	8	BL 101, 102	8
RE 101, 102	8	BL 301, 303	8
RE 203	4	Eco 102	4
RE 301, 302, 305	12	Mth 101, 102	8
RE 401	4		—
	—		36
	44		

SECRETARIAL ADMINISTRATION: 80 CREDIT HOURS (B.A. Degree)

Major		Related Courses	
SA 102, 103	8	Acc 101, 102	8
SA 201, 202, 203	12	BL 101, 102	8
SA 301, 302, 303	12	Eco 102	4
SA 401, 402, 407	12	Mgt 101, 102	8
	—	Mth 101, 102	8
	44		—
			36



B.S. DEGREE IN BUSINESS EDUCATION PROGRAMS:

Requirements: 192 Credit Hours

Although the Department of Education and its course descriptions will be found in the College of Arts and Sciences, the Drake College of Business Administration offers the Bachelor of Science Degree in Business Education with majors in Accounting, Computer Science, Management, Marketing, and Secretarial Administration.

Requirements for the Bachelor of Science Degree in Business Education in the various majors are as follows:

GENERAL EDUCATION CURRICULUM: 72 CREDIT HOURS

Communications		Math, Business, and Science		
Eng 100 and 101 or 103	8	Eco 101, 102	8	
Jou 211	4	Mth 100 or 101*	4	
ST 100	4	Mth 105	4	
	—	Sci 101, 102	8	
	16		—	
Social Science			24	
His 101, 102	}	*Mth 103 required for Computer Science majors.	8	
His 201, 202				
Gov 101, 201, 202				
Psy 101, 201	}	Humanities	8	
Soc 201, 300				
	—	FA 201 or 203 or ST 205	4	
	16	Phi 201 or 303 or 304	4	
Student may take 4 hrs. Psy and 4 hrs. Soc or 8 hrs. of either.		Eng 201, 202	}	
		Eng 221, 222		8
		Eng 230, 231		
			—	
			16	

ACCOUNTING-BUSINESS EDUCATION: 120 CREDIT HOURS (B.S. Degree)

Major		Concentration Curriculum	
Edu 301, 302, 303, 304, 305	20	Acc 201, 202, 203	12
Edu 401, 403, 404	12	Acc 301, 302, 303	12
Edu Electives (2)	8	Acc 401, 402, 403, 404	16
(306, 307, 402, 421)	—		—
	40		40
		Technical Core Curriculum	
		Acc 101, 102, 103	12
		BL 101, 102	8
		Mgt 101, 102	8
		Mkt 101	4
		Mth 102 or 103	4
		SA 101	4
			—
			40

COMPUTER SCIENCE — BUSINESS EDUCATION
120 CREDIT HOURS (B.S. Degree)

Major		Concentration Curriculum	
Edu 301, 302, 303, 304, 305	20	CS 101, 102, 103	12
Edu 403, 408	8	CS 201, 202, 203, 204, 205	20
Edu Electives (2)	8	CS 301, 302	8
(306, 307, 402, 421)			
	—		—
	36		40

Technical Core Curriculum	
Acc 101, 102, 103	12
BL 101, 102	8
Mgt 101, 102	8
Mkt 101	4
Mth 104, 301	8
SA 101	4
	—
	44

MANAGEMENT-BUSINESS EDUCATION: 120 CREDIT HOURS (B.S. Degree)

Major		Concentration Curriculum	
Edu 301, 302, 303, 304, 305	20	Mgt 103	4
Edu 401, 403, 405	12	Mgt 201, 202, 203	12
Edu Electives (2)	8	Mgt 302, 303	8
(306, 307, 402, 421)		Mgt 402, 403, 406, and 408 or 404	16
	—		—
	40		40

Technical Core Curriculum	
Acc 101, 102, 103	12
BL 101, 102	8
Mgt 101, 102	8
Mkt 101	4
Mth 102	4
SA 101	4
	—
	40

MARKETING-BUSINESS EDUCATION: 120 CREDIT HOURS (B.S. Degree)

Major		Technical Core Curriculum	
Edu 301, 302, 303, 304, 305	20	Acc 101, 102, 103	12
Edu 401, 403, 406	12	BL 101, 102	8
Edu Electives (2)	8	Mgt 101, 102	8
(306, 307, 402, 421)		Mkt 101	4
	—	Mth 102	4
	40	SA 101	4
			—
Concentration Curriculum			40
Mkt 102	4		
Mkt 201, 202, 203	12		
Mkt 301, 302	8		
Mkt 402, 403, 404, 406	16		
	—		
	40		

**SECRETARIAL ADMINISTRATION-BUSINESS EDUCATION:
120 CREDIT HOURS (B.S. Degree)**

Major		Concentration Curriculum	
Edu 301, 302, 303, 304, 305	20	SA 103	4
Edu 401, 403, 407	12	SA 201, 202, 203	12
Edu Electives (2)	8	SA 301, 302, 303	12
(306, 307, 402, 421)		SA 401, 402, 407	12
	40		40

Technical Core Curriculum

Acc 101, 102, 103	12
BL 101, 102	8
Mgt 101, 102	8
Mkt 101	4
Mth 102	4
SA 102	4
	40



President S. J. Drake of Fort Lauderdale University (at left) shown presenting Certificate of Affiliation to President Llewellyn P. White of Bryant & Stratton, an accredited Junior College of Business.

DEPARTMENT OF ACCOUNTING

Today, Accounting is more than the "language of business." It has become the very "means" by which management shapes its administrative policies, determines its operating goals, and measures the results of its operations.

The accountant serves a key position in today's dynamic commercial enterprise. He is the coordinator of the organization nerve center, recording and summarizing activities of management and operating personnel. He is responsible for communicating financial data to management in an understandable monetary language and for assisting in interpreting this data. Finally, the most important function the accountant serves today is to aid in the actual planning and control of the organization.

Because almost all decision making processes of larger companies are dependent upon the information generated by the accounting department, it is not uncommon to see personnel of this department climb the "corporate ladder." Controllers often rise to become Treasurers, Financial Vice-Presidents, and Corporate Presidents.

Many young accountants find excellent opportunities available in government and public accounting. The Certified Public Accountant (C.P.A.) is now on a professional level equal to physicians and attorneys. Opportunities are available in public accounting for specialization in areas such as Auditing, Taxation, and Management Advisory Services.

Individuals seeking to eventually go in business for themselves or to step into family businesses also find that Accounting is the ideal major for them. It provides the essential foundation necessary for success in any business. The modern accountant, a coordinator of activities, an executive planner, a professional, must have an appreciation of problems of all parts of a business organization, as well as a technical proficiency in his own specialty. Because of this need for a broad understanding of business, governmental, and social problems, Fort Lauderdale University, in its Accounting Major, offer a complete program of Accounting enriched with cultural and business management courses. In addition, an academic club is available for students majoring in Accounting.

The Accounting Department offers 4 majors in degree programs and a one-year certificate program in the Drake College of Business Administration: a one-year certificate program, an A.B.A. Degree with 36 hours, a B.B.A. Degree with 40 credit hours in accounting major curriculum, a B.A. Degree in Business Administration with 40 credit hours, and a B.S. in Business Education with 40 credit hours in accounting major curriculum.

Transfer students, who are seeking a degree with an accounting major at Fort Lauderdale University must complete 1 year of accounting (12 credit hours) at our University, subject to advisement and approval of courses by the Department Chairman.

ACCOUNTING

ACC 101—INTRODUCTORY ACCOUNTING I

A basic study of accounting with emphasis on understand and interpreting Financial Statements, Reports, and Analysis. A case study is employed with emphasis on accounting as a managerial tool. 4 qtr. hrs. cr.

ACC 102—INTRODUCTORY ACCOUNTING II

A continuation of Acc 101 with a more sophisticated management interpretation of Cost Accounting, Budgeting, Performance Analysis, Capital Acquisitions, and Case studies of Alternative Courses of Action. Prerequisite: Acc 101. 4 qtr. hrs. cr.

ACC 103—INTRODUCTORY ACCOUNTING III

A course of study designed for students planning to major in accounting. Emphasis is on theory, techniques, and practice in recording accounting transactions, statement preparation, and financial analysis. Prerequisite: Acc 102. 4 qtr. hrs. cr.

ACC 201—INTERMEDIATE ACCOUNTING I

Accounting Procedures reviewed; Generally Accepted Accounting Principles; Working Papers; Financial Statements and Net Income Concepts. Detailed Accounting Procedures for Cash, Receivables, Inventories, and other Asset accounts. Special emphasis on Inventory valuation and cost techniques. Prerequisite: Acc 103. 4 qtr. hrs. cr.

ACC 202—INTERMEDIATE ACCOUNTING II

Accounting for Investments, Fixed Assets, Liabilities, and Reserves. Interpre-

tation and Analysis of Financial Statements. Special problems involved in accounting for changes in Working-Capital, Business Combinations, Income Tax Allocation, and Price-Level Changes. Preparation of Statements from incomplete records. Prerequisite: Acc 201. 4 qtr. hrs. cr.

ACC 203—COST ACCOUNTING I

Principles of Cost Accounting: Cost determination for the manufacturing business; Job-Order Cost Systems; Process Cost Accounting; Material, Labor, and Manufacturing Overhead; Joint and By-Product Costs. Prerequisite: Acc 103. 4 qtr. hrs. cr.

ACC 301—COST ACCOUNTING II

Advanced Cost Accounting and Control; The Budget as the foundation of Systems Control. Standard Cost Accounting and Variance Analysis. Direct Costing, a Managerial Emphasis. An introduction to Controllershship. Prerequisite: Acc 203. 4 qtr. hrs. cr.

ACC 302—ADVANCED ACCOUNTING I

Partnerships, their formation, operation, dissolution, and liquidation. Special Accounting problems associated with Joint Ventures, Insurance, Consignments, and Installment Sales. Procedures available for businesses in financial difficulty: Statement of Affairs; Receivership; Realization and Liquidation. Prerequisite: Acc 202. 4 qtr. hrs. cr.

ACC 303—ADVANCED ACCOUNTING II

Accounting applications of Compound Interest and Annuities; Estates and Trusts; Home Office and Branch Accounting; Consolidations. The unique accounting systems necessitated by govern-

mental units, hospitals, universities, and other non-profit organizations. A survey of trends in current Accounting Theory. Prerequisite: Acc 302. 4 qtr. hrs. cr.

ACC 401—AUDITING I

Auditing Theory and Standards. External examination of the Accounting Records. Internal Control and its relationship to the Accounting system. Auditing procedures for verification of the Asset, Liability, and Equity accounts. Prerequisite: Acc 202 4 qtr. hrs. cr.

ACC 402—AUDITING II

Advanced Auditing: An application of the procedures learned in Acc 401; preparation of Audit Working Papers; special audits; further verification of Revenues, Costs, and Expenses. Audit Reports and the expression of an Opinion by the CPA. Quantitative approaches to Auditing; EDP and Statistical Sampling. Prerequisite: Acc 401. 4 qtr. hrs. cr.

ACC 403—FEDERAL INCOME TAX I

Fundamentals of Federal Income Tax. The Law, its origin. Procedures for filing individual Income Tax returns. What Income is taxable? Exclusions; Deductions; Exemptions. Income and Tax Planning within the framework of the Internal Revenue Code. Prerequisite: Acc 103. 4 qtr. hrs. cr.

ACC 404—FEDERAL INCOME TAX II

Advanced Federal Income Tax; Procedures for filing Corporate, Partnership, and Fiduciary Returns. Estate and Gift Tax interactions. Tax minimization through planning, research and the use of alternate procedures. Legislative Intent; the "Why's" of Income Tax. Refunds and Appeal procedures; Appearing before the Internal Revenue Service. Prerequisite: Acc 403. 4 qtr. hrs. cr.

ACC 421—DIRECTED INDEPENDENT STUDY

The course consists of tailored independent reading and research projects approved by the advisor-professor. The student is required to plan the project with his advisor-professor and normally submit a term paper. (Advisor-professor will be designated by the Department Chairman, according to student's area of interest.) 4 qtr. hrs. cr.

ACC 421 A—DIRECTED INDEPENDENT STUDY

Same as Acc 421. 1 qtr. hr. cr.

ACC 421 B—DIRECTED INDEPENDENT STUDY

Same as Acc 421. 2 qtr. hrs. cr.

ACC 421 C—DIRECTED INDEPENDENT STUDY

Same as Acc 421. 3 qtr. hrs. cr.

BUSINESS LAW

The area of Business Law supplements each of the majors of the Drake College of Business Administration. Business Law strives to inculcate an awareness of the legal pitfalls to avoid in signing contracts and conducting other forms of business. Business Law I and II are compulsory for every candidate for a baccalaureate degree from the Drake College of Business Administration.

BL 101—BUSINESS LAW I

Social forces and the law; classes and services of law; agencies for enforcement; court procedure; contracts and essential facts thereof; nature and creation of agency; principal and agent; termination of agency; employer-employee relations; commercial paper: nature, kinds and parties; negotiability; transfer; notes and drafts; checks and bank collections; rights of holders and defenses. 4 qtr. hrs. cr.

BL 102—BUSINESS LAW II

Personal property and bailments; nature and classes of property; acquiring title to personal property; ordinary bailmen; hotelkeepers, warehousemen, and factors; common carriers; sale of goods: nature and legality; formality of the sale contract; title and risks; warranties; remedies for breach of sales contracts; nature of insurance; fire insurance; automobile insurance; life insurance; regulation of business; regulation of labor; civil and criminal liability; business security. Prerequisite: BL 101. 4 qtr. hrs. cr.

BL 301—REAL ESTATE LAW I

Land and its elements, fixtures, easements; land descriptions; land titles and interests in land; deeds; brokers and managers; contracts of sale of land; escrows; evidence of title; mortgages; foreclosure and redemption. Prerequisite: BL 101, 102. 4 qtr. hrs. cr.

BL 302—REAL ESTATE LAW II

F.H.A. loan insurance; ground rents; liens; subdivisions, land development and dedication; building construction; co-ownership; dower, curtesy, community property, and homestead; descent and wills; zoning and building ordinance; taxes, special assessments and Federal income tax; landlord and tenant; shopping centers; cooperatives and condominiums; condemnation; waters. Prerequisite: BL 101, 102. 4 qtr. hrs. cr.

BL 303—INSURANCE LAW

The quality and scope of the contract; parties; insurance interest; consideration; insurance agents and their powers; waiver estoppel; the standard fire policy; co-insurance; etc. Prerequisite: Ins 101, 102. 4 qtr. hrs. cr.

DEPARTMENT OF COMPUTER SCIENCE

The bachelors degree in Computer Science is designed to produce a business oriented computer scientist. His capabilities will encompass a broad spectrum of subjects essential to the successful use of computers in industry. Upon the completion of the four-year program, the computer scientist will have studied at least three computer languages, and analyzed and designed hardware and business systems.

The computer complex available is an IBM 256,000 byte 360/40 with tele-processing. It is one of the most sophisticated systems in the southeast. With the exponential growth of computer usage, and the corresponding need for computer scientists, Fort Lauderdale University is producing highly qualified personnel to help fill this need.

— CS 101—ELEMENTS OF DATA PROCESSING

The objective of this course is to develop a basic understanding of computer data processing. The student will learn the use of punched cards and stored program concepts. He will also be introduced to binary arithmetic and will flowchart and write simple programs.

4 qtr. hrs. cr.

CS 102—COMPUTER LOGIC

This course is designed to give the student a basic knowledge of computer logic and programming concepts. Topics that will be discussed are: logic diagrams, switching circuit formulas, and Boolean algebra. Prerequisite: CS 101.

4 qtr. hrs. cr.

C 103—PROGRAMMING I BAL

This course is designed to introduce the student to a machine dependent, Mnewmonic machine language. The student will be introduced to the internal instruction set of the IBM 360/40. Prerequisite: CS 102 or equivalent. Fee: \$20.00.

4 qtr. hrs. cr.

CS 201—PROGRAMMING II, BAL

This course is an extension of CS 103. The student will be expected to code assembler language programs using card, tape and disk. He will also be intro-

duced to the various macro instructions frequently used with the assembler language. Prerequisite: CS 103. Fee: \$20.00.

4 qtr. hrs. cr.

CS 202—PROGRAMMING III, PL/1

This is a course in a high-level language called PL/1. The student will be introduced to this language and its varied attributes. This is a problem solving course with emphasis on student programming. Prerequisites: CS 201. Fee: \$20.00.

4 qtr. hrs. cr.

CS 203—PROGRAMMING IV, PL/1

Programming IV is a continuation of Programming III. In this course, the student will write programs using the more sophisticated aspects of the PL/1 language. Prerequisite: CS 202. Fee: \$20.00

4 qtr. hrs. cr.

CS 204—SYSTEM ANALYSIS I

This course is designed to introduce the student to a popular software computer control system or the disk operating system. The student will learn systems planning and considerations for systems generation, multiprogramming, executive program functions, the job control program and system-operator communications. Prerequisite: CS 203.

4 qtr. hrs. cr.

CS 205—SYSTEM DESIGN

Systems design is a course that will enable a computer scientist to compare and evaluate various manufacturers' computer systems. The analysis will be economic as well as application oriented. The student will be expected to design and recommend a computer system based on his analysis. Prerequisite: CS 204 or equivalent. 4 qtr. hrs. cr.

CS 301—COMMUNICATION BASED SYSTEMS

This course is the study of complex systems utilizing teleprocessing equipment. Discussions will center on teleprocessing concepts, hardware, communication lines and facilities and data sets. The student will be introduced to multi-programming techniques used in teleprocessing including monitors and operating systems. Prerequisite: CS 204 or equivalent. 4 qtr. hrs. cr.

CS 302—MANAGEMENT INFORMATION SYSTEMS

This course will cover the enormous design and economic problems that arise when incorporating a management information system on existing hardware. A thorough knowledge of systems lan-

guages, hardware availability and business management is a requirement for this course. Prerequisite: CS 205. 4 qtr. hrs. cr.

CS 421—DIRECTED INDEPENDENT STUDY

This course consists of high level, independent projects that a student will select. He will be required to analyze the problem, design and submit a term paper and a program (if required) to solve the problem. Prerequisite: CS 302 or equivalent. Fee: \$5.00 per quarter credit hour. 4 qtr. hrs. cr.

CS 421 A—DIRECTED INDEPENDENT STUDY

Same as CS 421. Fee: \$5.00 per quarter credit hour. 1 qtr. hr. cr.

CS 421 B—DIRECTED INDEPENDENT STUDY

Same as CS 421. Fee: \$5.00 per quarter credit hour. 2 qtr. hrs. cr.

CS 421 C—DIRECTED INDEPENDENT STUDY

Same as CS 421. Fee: \$5.00 per quarter credit hour. 3 qtr. hrs. cr.



Dr. Drake with Dr. Constantine K. Zurayk (American University in Beirut, Lebanon), President, International Association of Universities 1965-70, attending the 1970 meeting of the International Association of Universities held in Montreal, Canada.



Dr. Drake with Professor Dr. V. Merikoski (University of Helsinki, Finland), President, International Association of Universities 1970-75, attending the 1970 meeting of the International Association of Universities held in Montreal, Canada.

DEPARTMENT OF ECONOMICS AND FINANCE

The study of economics prepares the individual for careers in both business and government. Intrinsically, the training involved in becoming a good economist both sharpens the intellect and broadens the outlook.

Because economists are trained to act as an "early warning system" for management, they have been accorded increasing recognition. As a result, many large corporations have departments for economic research where projections of price trends, income and inventory levels, interest rates, and securities prices help in making managerial decisions. The 1968 median salary for industrial economists was \$20,000. To this may be added \$2,000 for consultation fees. This means that while 50 percent of industrial economists earned less than \$22,000, 50 percent earned more.

Periodically the federal government announces examinations for positions which require training in economics. The Departments of State, Defense, Agriculture, Labor, Commerce, Treasury, and Interior all use large numbers of economists. Specialized agencies, such as the Federal Reserve System and TVA, also use economists. Considering all government specialities, economists are among the highest paid.

Almost every college, no matter how small, offers work in economics. Increases in enrollment often make it difficult to maintain an adequate supply of qualified instructors. However, to qualify for such positions, a Master's degree is generally the minimum preparation, although students often teach during their Master's work under the terms of a graduate teaching assistantship.

Finance deals with the management of funds. Courses in finance therefore are designed to offer training in the raising, budgeting, and spending of such funds. In the Drake College of Business Administration, the finance curriculum encompasses the area of banking, finance, and economics.

Courses in banking are taught within the Department because banks are concerned with inflows and outflows of money in the form of currency, checking accounts, and saving accounts. Real estate is taught because realtors are agents whose job it is to put the liquid assets of their clients to good use by investing in land and property attached to the land. The Department recognizes that insurance companies are also financial institutions; their chief function being to utilize incoming premium payments in such a way as to be able to cover claims and other expenses, and to have some profit left over for their owners.

Aside from the areas of banking, real estate, and insurance, all of which are private sector institutions, finance covers segments of the

public economy. Included in this latter category are the areas of government taxation, borrowing, and federal government printing of money, along with budgeting and other money raising and spending activities of federal, state, and local governments.

There are numerous opportunities for employment in the field of finance. The financial reward is often limited only by the energy, intelligence, and training of the individual involved. Whether you intend to pursue a single course or a full degree in the area of finance, you are invited to discuss your goals with any member of the Department.

ECONOMICS

ECO 101—DESCRIPTIVE ECONOMICS I

For non-economics majors only. A study of the American economy. Facts, figures, and institutional characteristics of capitalism. Standard economic theory is treated non-analytically. Economic growth is discussed. 4 qtr. hrs. cr.

ECO 102—DESCRIPTIVE ECONOMICS II

A continuation of ECO 101, concentrating on such public issues as monetary and fiscal policy, poverty, international trade and anti-trust legislation. Prerequisite: ECO 101. 4 qtr. hrs. cr.

ECO 201—ANALYTICAL ECONOMICS I

The basic course for Computer Science majors, Economics majors, and Finance majors specializing in Securities. An introduction to economic analysis, concentrating on national income, employment, and prices. 4 qtr. hrs. cr.

ECO 202—ANALYTICAL ECONOMICS II

A continuation of ECO 201, concentrating on the theory of the firm and analysis of supply and demand. Prerequisite: ECO 201. 4 qtr. hrs. cr.

ECO 203—COMPARATIVE ECONOMIC SYSTEMS

A description, analysis, and appraisal of the economic systems of capitalism, socialism, and communism. 4 qtr. hrs. cr.

ECO 204—PRINCIPLES OF CONSUMER ECONOMICS

A study of consumption, concentrating on the principles involved in buying and spending wisely. A financial management plan is presented. Credit, investing, insurance, advertising, and financing a home are discussed. 4 qtr. hrs. cr.

ECO 301—INTERMEDIATE MICRO-ECONOMIC THEORY

An analysis of the role of the price mechanism in resource allocation in markets with varying degrees of competition. Construction and interpretation of economic models are stressed. 4 qtr. hrs. cr.

ECO 302—INTERMEDIATE MACRO-ECONOMIC THEORY

An analysis of the measurement, determination, and control of aggregate economic activity. Construction and interpretation of economic models are stressed. 4 qtr. hrs. cr.

ECO 303—AMERICAN ECONOMIC HISTORY

A study of the development of our economic institutions from pre-Colonial times to the present. 4 qtr. hrs. cr.

ECO 304—INTERNATIONAL ECONOMICS

A study of the economic relationships between nations and the institutions formed to expedite these relationships. The IMF, the EEC, the World Bank, and the Export-Import Bank are discussed, as are the U. S. balance of payments and gold flows. 4 qtr. hrs. cr.

ECO 401—PROBLEMS OF

ECONOMIC DEVELOPMENT

A study of the causes of economic growth given a variety of initial conditions such as climate, geographical location, technology, transportation, and factor mix. 4 qtr. hrs. cr.

ECO 402—MANAGERIAL

ECONOMICS

A synthesis of the disciplines of economics and management. The application of economics to the area of management is discussed. 4 qtr. hrs. cr.

ECO 403—CONTEMPORARY

ECONOMIC THOUGHT

A study of the development of economic thought during the Twentieth Century, including a critique of what is still useful from the writings of earlier economists. 4 qtr. hrs. cr.

ECO 404—CURRENT ECONOMIC PROBLEMS

A study of the underlying causes and

available solutions to such contemporary problems as unemployment, inflation, monopolies (both business and labor), poverty, income distribution, growth, and government economic policies. 4 qtr. hrs. cr.

ECO 421—DIRECTED

INDEPENDENT STUDIES

Advanced study and research in selected topics. Prerequisite: A course in the area to be researched. 4 qtr. hrs. cr.

ECO 421 A—DIRECTED

INDEPENDENT STUDIES

Same as ECO 421. 1 qtr. hr. cr.

ECO 421 B—DIRECTED

INDEPENDENT STUDIES

Same as ECO 421. 2 qtr. hrs. cr.

ECO 421 C—DIRECTED

INDEPENDENT STUDIES

Same as ECO 421. 3 qtr. hrs. cr.

FINANCE

FIN 101—THE STOCK MARKET

The organization and operation of leading security markets. Emphasis on the Dow theory and other theories of forecasting and market interpretation. Viewpoint primarily that of the trader. 4 qtr. hrs. cr.

FIN 102—INVESTMENTS

Principles and problems of investments, types of risk, timing, selection, institutional factors. Basic determinants of investment values as applied to specific groups and companies — industrials, railroads, utilities, investment companies, municipalities and governments. Prerequisite: 8 credits of accounting. 4 qtr. hrs. cr.

FIN 201—MONEY AND BANKING

Nature and functions of money; credit and credit instruments, Federal Reserve System. Value of money, study of inflation, fiscal policies, characteristics of banking operations. 4 qtr. hrs. cr.

FIN 202—THE MONEY AND CAPITAL MARKET

The money and capital markets — their composition, regulation, and operation; their influence in modern business; where the funds come from and who uses them; commercial paper; acceptance, bank loans; call loans; investment banking and the Federal Securities Commission; the "open market" functions and activities of the Federal Reserve System. 4 qtr. hrs. cr.

FIN 301—CONTEMPORARY MONETARY THEORY

Development of finance theory since 1900; the value of money according to leading modern theorists. 4 qtr. hrs. cr.

FIN 302—CENTRAL BANKING THEORY AND PRACTICE

Central banks and price fluctuations. Emphasis on Federal Reserve experience. Internal versus external stability of the dollar. 4 qtr. hrs. cr.

FIN 304—INTERNATIONAL FINANCE

Methods of financing foreign trade; American balance of payments; international capital movements; current problems in international trade and modes of dealing with them. Prerequisite: Fin 201 and 202. 4 qtr. hrs. cr.

FIN 401—BUSINESS FINANCE

The establishment and maintenance of a business enterprise including financial management. Performance is analyzed using ratios, cash, operating and capital budgets. The sources and uses, as well as costs, of short, intermediate and long-term funds; valuation, reorganization, consolidation and expansion. Prerequisite: 8 credits of accounting. 4 qtr. hrs. cr.

FIN 402—SECURITY ANALYSIS

State, municipal, and corporate securities, with emphasis on the latter; problems of personal and institutional investors; use of analysis in determining investment values; investment versus speculation. Prerequisite: Fin 101, 102, and 202. 4 qtr. hrs. cr.

FIN 403—INVESTMENT PORTFOLIO MANAGEMENT FOR FINANCIAL INSTITUTIONS

The techniques of portfolio management for commercial banks, savings and loan associations, savings banks, and insurance companies. Evaluation of risk. Rating various types of investments. Federal and state regulations bearing on the selection of an investment portfolio. Prerequisite: Fin 402. 4 qtr. hrs. cr.

FIN 421—DIRECTED INDEPENDENT STUDIES

Advanced study and research in selected topics. Prerequisite: A course in the area to be researched. 4 qtr. hrs. cr.

FIN 421 A—DIRECTED INDEPENDENT STUDIES

Same as Fin 421. 1 qtr. hr. cr.

FIN 421 B—DIRECTED INDEPENDENT STUDIES

Same as Fin 421. 2 qtr. hrs. cr.

FIN 421 C—DIRECTED INDEPENDENT STUDIES

Same as Fin 421. 3 qtr. hrs. cr.

REAL ESTATE

RE 101—REAL ESTATE PRINCIPLES AND PRACTICES I

Nature, importance and character of land; the real estate business; the real estate market; real estate ownership and interests; contracts; land surveying and property descriptions; transfer of title; deeds; title closing; real estate financing; mortgage instruments; the mortgage market. 4 qtr. hrs. cr.

RE 102—REAL ESTATE PRINCIPLES AND PRACTICES II

Other real estate instruments; liens; taxes and assessments; brokerage; selling real estate; real estate advertising; property management; leases; property insurance; plan reading and cost estimating; property evaluation; real estate ap-

praising; subdividing and developing; city planning and zoning; housing legislation; home ownership. 4 qtr. hrs. cr.

RE 203—REAL ESTATE SELLING

Motives; the steps in a sale; listing techniques; selling various kinds of property; creative selling; meeting and overcoming objections; pitfalls to avoid; financial aids; ethical behavior, closing the sale. Prerequisite: RE 101, 102. 4 qtr. hrs. cr.

RE 204—REAL ESTATE BROKERAGE

The evolving real estate brokerage office; causes for the successes and failures of real estate firms; planning for brokerage operations; organizing brokerage operations; selecting and training real estate sales personnel; managing

sales activities; marketing practices and policies; effective advertising practices; meeting competition through growth; the search for "professionalism." Prerequisite: RE 101, 102. 4 qtr. hrs. cr.

RE 301—REAL ESTATE APPRAISING I

The scientific approach to finding the value of a parcel of real estate based upon all the economic factors that influence value. Utilizes the three different approaches to finding value: the cost approach, the market approach, and the income approach; then the correlation to finding a final value. Prerequisite: RE 101, 102. 4 qtr. hrs. cr.

RE 302—REAL ESTATE APPRAISING II

Use of the three different approaches to finding market value. The student will engage in making an actual appraisal to a specific parcel of real estate, doing the necessary research and field work to complete a Professional Appraisal Report. Prerequisite RE 301. 4 qtr. hrs. cr.

RE 303—REAL ESTATE ADVERTISING

Covers the elementary principles of advertising, writing good and effective copy, proper layout, a study of the most effective advertising media and the most effective days for advertising. Covers newspaper, magazine, radio, television advertising, together with direct mail advertising. Special emphasis is given to classified advertising. Prerequisite: RE 101, 102. 4 qtr. hrs. cr.

RE 304—REAL ESTATE INVESTMENT

A course designed to be helpful to both the real estate salesman or broker

and the real estate investor or speculator. Covers computation of Rate of Return, Trading on Equity, Financing, Use of Gross Income Multipliers. Prerequisite: RE 101, 102. 4 qtr. hrs. cr.

RE 305—REAL ESTATE MANAGEMENT

Aimed at training for the phase of the real estate business in which the agent takes over supervision and control of real property for the owner; covering rental of space, maintenance, credit and conviction, to any relationship and similar subjects relative to residential, business, industrial and investment properties. Prerequisite: RE 101, 102. 4 qtr. hrs. cr.

RE 401—REAL ESTATE FINANCING

Fundamental aspects of mortgage lending; sources of funds for mortgage lending; organization and control of mortgage lending operations; loan application procedures; credit analysis; appraisal of real estate security; legal aspects of the mortgage; development of new business; insured mortgages — F.H.A. program; Veteran's Administration loan program; Loan Administration Program; collection and servicing programs for delinquent loans. Prerequisite: RE 101, 102.

4 qtr. hrs. cr.

RE 402—REAL ESTATE OFFICE MANAGEMENT

Entails first the legal requirements for the establishment of a real estate office. Discussion on selection of location, size of office, furniture, files, records, and office lay-out. Selection and training of salesmen, office management, and sales management. Development of incentive programs. Prerequisite: RE 101, 102.

4 qtr. hrs. cr.

INSURANCE

INS 101—INSURANCE PRINCIPLES AND PRACTICES I

Insurance in general; the uses of insurance; fundamental principles of risk and insurance; types of insurance organizations; structure of the insurance business; reinsurance; life insurance: scope

and policy provisions of life insurance; types of life insurance policies; annuities and special contracts; insurable interest and the beneficiary; policy proceeds; reserves; surrenders and loans.

4 qtr. hrs. cr.

**INS 102—INSURANCE PRINCIPLES
AND PRACTICES II**

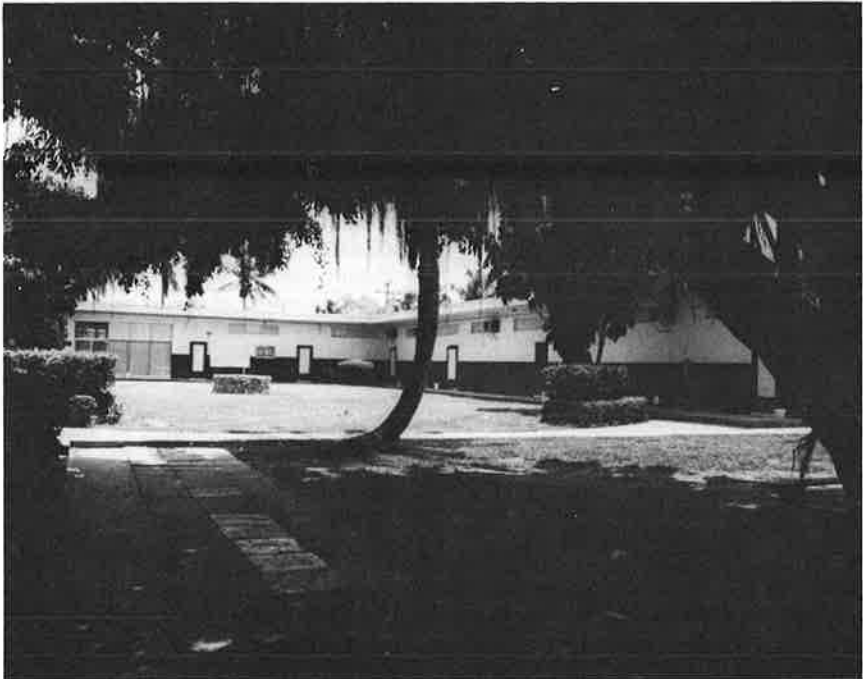
Workmen's Compensation insurance; Social Security insurance; insurance of property — fire: insurable interest in fire insurance; the fire insurance contract; endorsements; settlement of losses; fire insurance rates; reserves and financial statements; other insurance of property; miscellaneous property insurance. Insurance against transportation risks: ocean marine insurance; inland marine insurance. Insurance against legal liability: liability insurance generally; automobile insurance; aviation insurance. Insurance against dishonesty: theft insurance; fidelity bonds: Insurance against failure of others; surety bonds; credit insurance; title insurance. **4 qtr. hrs. cr.**

**INS 201—LIFE INSURANCE
SELLING**

A study of the many forces, both obvious and hidden, which influence the life insurance salesman's own behavior and that of his client and the significance of these influences in motivating clients to change their behavior from the standpoint of life insurance. Prerequisite: Ins 101, 102. **4 qtr. hrs. cr.**

**INS 202—PROPERTY AND
LIABILITY INSURANCE**

Basic principles involved in the major types of property and liability insurance. Policy coverage in each field, with emphasis on the most common types of contracts. Insurance organization, legal aspects of contracts and other vital topics. Prerequisite: RE 101, 102. **4 qtr. hrs. cr.**



DEPARTMENT OF GENERAL BUSINESS AND SECRETARIAL ADMINISTRATION

The most efficient secretaries, and consequently the most highly paid, are those secretaries who, in addition to general secretarial preparation, are also trained to function in specialized areas. At Fort Lauderdale University, one may elect to build a firm secretarial foundation for a position as executive secretary, legal secretary, or medical secretary. It is now possible, however, to choose instead to train as a secretary in one of the highly specialized areas such as Marketing, Management, Accounting, and General Business.

Although women secretaries outnumber men who serve in that capacity, the growing recognition that secretaries are frequently the executives of the future tends to increase the ranks of young men who are entering the secretarial field.

For students interested in the teaching of secretarial subjects, the constantly growing Department of Education at Fort Lauderdale University cooperates with the Department of General Business and Secretarial Administration in providing such preparation, with college teaching as the principal objective.

Students showing college transcript evidence of the basic courses in shorthand and in typewriting with grade "C" or better will be given transfer credit for such courses. Students presenting high school transcript evidence of the first course in shorthand and in typewriting with grade "C" or better, and who wish to be exempt from such courses, will be granted such exemption without credit upon passing examinations given by the faculty of this Department.

SA 101—TYPEWRITING FOR THE COLLEGE STUDENT

The course includes touch method keyboard operation, computation of margins, horizontal and vertical centering of announcements and advertisements, punctuation, word syllabication, business and personal business letter writing, and manuscript writing. The speed objective is 25 words a minute after deduction of 10 words for each error.

SA 101 is required in most degree programs in the Drake College of Business Administration. Students should verify requirements in FLU Catalog. Students majoring in Secretarial Administration or in the teaching thereof are required to take SA 102, which may be substituted with SA 101.

Exemptions to SA 101 or SA 102 may be permitted under the following conditions:

Students entering with credit in typewriting from another college, with a grade of "C" or better, will receive transfer credit for course.

Students entering with a year of high school typewriting, with a grade of "C" or better, may choose an elective as a substitute.

Students with one semester of high school typewriting, with a grade of "C" or better, may choose an elective as a substitute after passing a typewriting test at Fort Lauderdale University. The test must be passed with a net speed of 25 words per minute after deduction of 10 words for each error. 4 qtr. hrs. cr.

**SA 102—ELEMENTARY
TYPEWRITING**

Keyboard mastery, correct typewriting techniques, and the development of speed and accuracy are the basic components of this course. In addition, the following phases are introduced; continuity writing, centering, tabulation, and business letters. 4 qtr. hrs. cr.

**SA 103—INTERMEDIATE
TYPEWRITING**

The development of skill in letter writing; use of carbons and envelopes; advanced tabulation; manuscript writing; and typewriting statements, invoices, telegrams, and common legal forms provide the content material for this course. The speed objective for this course is 45 words a minute, net. Prerequisite: SA 102 or equivalent. 4 qtr. hrs. cr.

SA 104—PAYROLL ACCOUNTING

Social Security; unemployment compensation; tax deductions; employee benefits; payroll registers; employees' earnings records; journal entries for payrolls; payroll ledger. A subsidiary payroll set of books is kept by the student. 4 qtr. hrs. cr.

**SA 105—ACCOUNTING FOR THE
MEDICAL OFFICE**

The student completes Introductory Accounting I with special emphasis on accounting for the professional man. This is followed by a complete bookkeeping set for a doctor's office. 4 qtr. hrs. cr.

**SA 106—ACCOUNTING FOR THE
LEGAL OFFICE**

This is similar to SA 105 except that the bookkeeping records are prepared for an attorney's office. 4 qtr. hrs. cr.

SA 201—ADVANCED TYPEWRITING

Emphasis is placed on the student's initiative in solving placement arrangements quickly and accurately. Students

will come into contact with material used in various types of business concerns. The speed objective for this course is 60 words a minute, net. 4 qtr. hrs. cr.

SA 202—SHORTHAND THEORY

This is the beginning of the basic course in Gregg shorthand that introduces the fundamentals and principles of shorthand. 4 qtr. hrs. cr.

SA 203—SHORTHAND DICTATION

A continuation of the basic course in Gregg shorthand and the fundamentals and principles of shorthand. This course includes a thorough study of the brief forms, vocabulary building, speed development, and transcription training. Before completion of this course, student is able to take dictation easily at 60 words a minute. 4 qtr. hrs. cr.

**SA 301—DICTATION AND
TRANSCRIPTION I**

This course develops speed and broadens the shorthand vocabulary of the student through dictation of new material. In order to stimulate the speed of the student's response to the given dictation, constant review of basic shorthand principles continues throughout these courses. Dictation material in this course is given at 80 to 100 words a minute. 4 qtr. hrs. cr.

**SA 302—DICTATION AND
TRANSCRIPTION II**

This course involves the dictation and transcription of business letters including sustained dictation for longer periods of time. Emphasis is placed upon proper transcription and high production of acceptable work. Dictation is given at 120 words a minute and higher. 4 qtr. hrs. cr.

**SA 303—SECRETARIAL PRACTICE
AND PROCEDURES**

The aim of this course is to familiarize the student with various office procedures as they pertain to the secretary. Topics include correct telephone techniques, duties of a secretary, business forms and correspondence, the use of office equipment, and records management. 4 qtr. hrs. cr.

SA 401—BUSINESS MACHINES

The purpose of this course is to give the student mastery of two machines that are commonly found on the desks of executives and secretaries; namely, the Ten-Key Adding Machine, and the Friden Calculator. While a mastery of the machines in relation to the four fundamental process of arithmetic is one objective, a second and more important objective is the application of the fundamental processes to the solving of business problems.

An auxiliary purpose of this course is to acquaint the student with the principal types of duplicating machines that are in use in up-to-date business offices. As these machines are mostly photostatic in nature, little practice is necessary. A tour through the offices of the University and demonstrations of the machines by the secretaries will provide the student with the necessary knowledge.

4 qtr. hrs. cr.

SA 402—MACHINE TRANSCRIPTION

A course entailing the use of IBM dictating and transcribing machines. The student learns to produce a typewritten transcript from the tape that is in the transcribing machine. Stress is placed upon continuous transcription the produces mailable copy. Prerequisite: SA 103.

4 qtr. hrs. cr.

SA 403—MEDICAL SECRETARIAL PRACTICES AND PROCEDURES

Such topics are covered in this course as: medical secretary's career; professional behavior; confidential records; fees and bills; insurance in medical practice; medical office management; the doctor and the law; and the duties of a medical secretary in the hospital.

4 qtr. hrs. cr.

SA 404—MEDICAL SHORTHAND TERMINOLOGY

A course acquainting the student with the medical terms used in modern medical practice and the shorthand equivalents of such terms. Practice is given in

taking connected matter dictation of medical correspondence and case studies. Prerequisite: SA 103 and SA 301.

4 qtr. hrs. cr.

SA 405—LEGAL SECRETARIAL PRACTICES AND PROCEDURES

The course integrates law information, law office duties, and legal shorthand skills, and information on most legal forms.

4 qtr. hrs. cr.

SA 406—LEGAL SHORTHAND TERMINOLOGY

A course acquainting the student with the legal terms used in modern legal practice and the shorthand equivalents of such terms. Practice is given in taking connected matter dictation of legal correspondence and documents. Prerequisites: SA 103 and 301.

4 qtr. hrs. cr.

SA 407—OFFICE MANAGEMENT

Organization and management of the office; office layout and equipment; selecting, training, and supervising office personnel; analysis and control; automation; work flow; and other topics. Prerequisite: Mgt 101.

4 qtr. hrs. cr.

SA 421—DIRECTED INDEPENDENT STUDY

Advanced study and research via the reference works and literature in the field. Directed reading about various topics or a selected topic for depth study will provide the basis for this effort. A plan of study and a program of problems will be used by both the student and the instructor to obtain the desired results.

4 qtr. hrs. cr.

SA 421A—DIRECTED INDEPENDENT STUDY

Same as SA 421.

1 qtr. hr. cr.

SA 421B—DIRECTED INDEPENDENT STUDY

Same as SA 421.

2 qtr. hrs. cr.

SA 421C—DIRECTED INDEPENDENT STUDY

Same as SA 421.

3 qtr. hrs. cr.

DEPARTMENT OF MANAGEMENT

The field of Management is both an academic discipline and a practical art and it is constantly evolving and changing, both qualitatively and quantitatively.

The challenge to a department of management in a university today is to insure that the student receives both the proper academic background and also is given skill in the application of this knowledge.

The Department of Management meets this challenge in several ways, First, courses have been carefully selected to see that all phases of management are covered in depth. Fully as important, the student is given a program balanced between those courses wherein basic principles are taught and case courses involving the application of these principles in "real-life" business situations. It is here that students have the burden of determining the relevant facts and the significance of these facts and then formulating concrete ideas for action.

Thirdly, a variety of approaches to learning are included in the student's work, including report writing, role playing, films, outside reading, lectures, seminars and the case method.

And, finally, since the instruction in the Department of Management is designed to prepare a student for the realities of the world of the competent administrator, this relevancy is consistently carried through to the departmental faculty who not only have the necessary academic background, but also combine an accumulation of management experience.

Our goal is to develop well rounded students who have a complete understanding of the business world in which they work and live, and by the use of acquired knowledge and practical skills and a trained mind, achieve success in a complex and constantly changing business and industrial environment.

The Department of Management of Fort Lauderdale University, in cooperation with Burnside-Ott Aviation Training Center and American Flyers, Inc. of Oklahoma and Texas, offers a unique opportunity for students to combine flight training and academic training within one organized program. All classroom work will be completed on campus; all flight training will be handled by Burnside-Ott at nearby Fort Lauderdale Airport or by American Flyers, Inc. This exciting career training leads directly to a four year degree, a B.B.A. in Management with a concentration in Aviation, plus a Private Pilot's License. General degree requirements are as follows:

1. A high school diploma.
2. 194 quarter hours credit, including:

- a. 20 quarter hours credit in general management courses offered by F. L. U.
- b. 20 quarter hours credit in aviation management courses offered by F. L. U.
- c. 10 quarter hours credit in flight and ground school instruction offered by B.A.T.C., American Flyers, Inc., other F.A.A. flight schools, or other flight schools.

Transfer students from junior college or business college are accepted in this program upon individual evaluation of their credits. Every effort will be made to give applicants full consideration for previously completed work in academic areas, ground school, and/or flight training. Individuals with military flight school training will be able to receive college level credit according to the credit recommendation of the American Council on Education.

MANAGEMENT

- MGT 101—INTRODUCTION TO BUSINESS

This basic, general and introductory course is to acquaint the student with the general field of business and industry as it exists in the United States. General areas such as ownership, organization, marketing, purchasing, production and finance are discussed and studied.

4 qtr. hrs. cr.

- MGT 102—PRINCIPLES OF MANAGEMENT

This is a comprehensive course covering the fundamental concepts of management. It exposes the student to the basic tools of modern management and acquaints him with the decision making process. Prerequisite: Mgt 101.

4 qtr. hrs. cr.

MGT 103—SUPERVISORY MANAGEMENT

An integrated presentation of the principles and techniques of management at the supervisory and operating level. The case problems and text materials provide the student with a combination of management fundamentals and practical operating study that links theory to actual job problems. Prerequisite: Mgt 101 and 102.

4 qtr. hrs. cr.

MGT 201—LABOR RELATIONS

A study of the history, principles and laws on the local, state, and federal levels that affect labor relations and employer-employee relations; unionism and collective bargaining. Prerequisite: Mgt 101, 102 and 103.

4 qtr. hrs. cr.

MGT 202—PERSONNEL MANAGEMENT

The study of the principles and theories of personnel management including staffing, individual and group behavior, management-union relations, compensation and motivation of employees with the view of achieving productivity, job satisfaction and maximum potential. Prerequisite: Mgt 101 and 102.

4 qtr. hrs. cr.

MGT 203—DYNAMICS OF MIDDLE MANAGEMENT

This is a combined case and lecture course designed to place the student in real management situations and to take him from the realm of theory into the area of practical application of that theory. The student is introduced to the five distinct phases of the decision making process and then given the opportunity to apply these principles to actual management problems. Stress is

placed on the value of the trained mind in approaching problems and formulating solutions. Prerequisite: Mgt 101, 102, 103. 4 qtr. hrs. cr.

MGT 302—BUDGETARY CONTROL

The study of the basic concepts of planning and control of all operations of a business including the products, market, distribution, production, research and development, finances and the control system all from the managerial viewpoint. Prerequisite: Mgt 101, 102, and Acc 101, 102. 4 qtr. hrs. cr.

MGT 303—MANAGEMENT OF SMALL BUSINESS ENTERPRISES

This course is designed to initiate the student into the significant problems encountered in the operation and management of small business enterprises. All aspects of problems peculiar to managing a small business are examined with a view to management success. Prerequisite: Mgt 101 and 102. 4 qtr. hrs. cr.

MGT 304—AVIATION HISTORY

A survey course designed to acquaint the serious student of aviation management with historical development of aircraft. The efforts of man to emulate the birds by girding himself with mechanical wings will be traced from dream to unqualified success. No effort will be made to discuss engineering problems or solutions in the process of evolution. Each new step in significant design progress and its contribution will be analyzed and discussed. Only the most famous early designs and experimenters will be mentioned, with most emphasis being placed on commercial aircraft development subsequent to WW II and up to the present. Study will be related to the field of management as a whole. 4 qtr. hrs. cr.

MGT 305—AVIATION LAWS AND REGULATIONS

The laws and regulations governing air transportation in all its facets have been developed for, and in consonance with, the demonstrated needs of the industry. The growth of this particular

part of general transportation necessitates the need for change. Need for revision is constantly coming to light. In view of this, a thorough grounding in existing laws and regulations is an absolute "must" for the student of aviation management. The legal aspects and terminology used by the regulatory bodies, as well as the national and international framework of application, demands complete exposition and analysis under highly qualified guidance. Course is designed to give the student sufficient training to make generalized determinations of relevant data but will not qualify him to arrive at legal opinions regarding strict application of such data. 4 qtr. hrs. cr.

MGT 306—AIR TRANSPORTATION (Passenger)

Course begins with the advent of the multi-passenger aircraft, first marketed in the post WW I era. The impact of wartime military aviation upon the training of young pilots spurred a consuming desire for air travel among the American and European citizenry. The boom in demand for aircraft triggered a frenzied activity in professional engineering circles to comply. Colleges and universities started turning out graduate aeronautical engineers; venture capital spilled out to meet the demand — thus absorbing the full output of engineers who proceeded to plan and build larger and more complex planes. WW II arrived and, as the "arsenal of democracy," the U. S. went into extensive research, development, and construction of larger and larger "personnel carrying" aircraft. More and more pilots were trained, and global flights became common place. Following WW II, commercial airlines expanded at an unprecedented rate. Today we look confidently toward 500 passenger supersonic giants of the air. The airplane has superseded all other commercial passenger carriers. The student is carried step-by-step through this transition and pointed to the future which he will create. Operations personnel are in demand. Prerequisite: Mgt 304. 4 qtr. hrs. cr.

MGT 307—AIR TRANSPORTATION

(Cargo)

Course is an examination and critical analysis of the development of air freight and air express. Using the Ford (Tin Goose) Tri-motor and its contemporary Fokker Tri-motor, as a point of departure (Circa 1930), the development of cargo carrying aircraft is carefully investigated. The DC 3, DC 4, DC 5, DC 6, and DC 7 are all considered in detail as forerunners of today's Cargo-Carrying aircraft. The post WW II arrival of "Air Contract and Common Carriers." Air Express Laws were overturned. The boom in Air Cargo Transport goes on apace. From humble beginnings we now have a commercial giant vying with all other cargo-carriers for a major share of available business. The student is guided through each of these phases of Aviation Cargo development to the present super carriers. Prerequisite: Mgt 306. 4 qtr. hrs. cr.

MGT 402—PROCUREMENT MANAGEMENT

A complete study of procurement in industry and government; purchasing policies and organization; coordination with production schedules and materials planning; optimum quantity and price; vendor; relations; follow-up and expediting receiving and inspection; purchasing research. Prerequisite: Mgt 101 and 102. 4 qtr. hrs. cr.

MGT 403—BUSINESS POLICIES AND TOP MANAGEMENT DECISIONS

The course has the purpose of integrating the knowledge the student has acquired in previous management courses. The cases and lectures deal with those problems encountered in the top level of management. Lectures are given on five broad areas of management concern; setting objectives, formulating policies, proper organization, purchase and utilization of resources and execution. Great stress is placed on human relations in business and behavior within organizations. Prerequisite: It will

benefit the student if he takes most of his management courses prior to taking this course. 4 qtr. hrs. cr.

MGT 404—MOTION AND TIME STUDY

The analysis of the methods, materials, tools and equipment used, or to be used, in performing work in order to find the most economical way to do the work; standardization of the method, materials, tools and equipment, determination of the time required by a qualified person to do the work; and assisting in training the worker in the better method. Prerequisite: Mgt 101 and 102.

4 qtr. hrs. cr.

MGT 405—FACTORY MANAGEMENT

This course deals with the efficient layout of a factory and the planning that precedes; with proper procedures and techniques in the management of an industrial factory. Prerequisite: Mgt 101 and 102.

4 qtr. hrs. cr.

MGT 406—TRANSPORTATION MANAGEMENT

This course is designed to give the student a basic and comprehensive understanding of the transportation industry. All aspects of traffic and physical distribution problems are discussed. Air, water, and overland methods of transportation of the world's commerce are analyzed and evaluated. Prerequisites: Mgt 101 and 102.

4 qtr. hrs. cr.

MGT 407—AIRPORT MANAGEMENT

Course, the fourth in the series, carries the student into the area of airport installations. Just as the dirigible of early years required a ground-handling crew, so the air carrier of today requires ground facilities. Passenger terminals, freight terminals, refueling facilities, maintenance facilities, ground handling equipment, lighting, power, runways, control towers, etc., all must be understood and administered by a manager and staff. Federal, State, and local laws are in-

volved and their relevancy to operations must be well understood. The student is guided, step-by-step, through a learning process in this most important area of operations in the modern aviation field. Prerequisite: Mgt 304 or consent of the instructor. 4 qtr. hrs. cr.

MGT 408—THE MANAGEMENT OF INTERNATIONAL BUSINESS

This course deals with the management problems of companies whose business crosses international boundaries. The different points of view of the U. S. manager and the foreign branch manager, the cultural and ethical interests the local manager must consider and the organizational, cultural, and communication problems will be covered. Prerequisites: Mgt 101, 102. 4 qtr. hrs. cr.

MGT 421—DIRECTED INDEPENDENT STUDIES

The course consists of high level, independent projects that a student will select. He will be required to analyze the problem, design and submit a term paper or papers (as required) to solve the problem. 4 qtr. hrs. cr.

MGT 421A—DIRECTED INDEPENDENT STUDIES

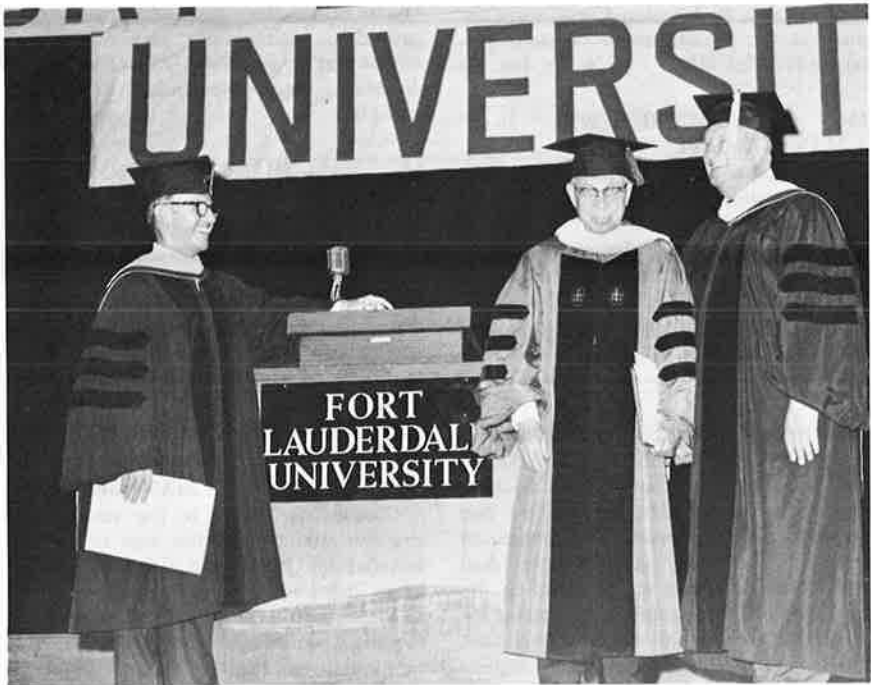
Same as MGT 421. 1 qtr. hr. cr.

MGT 421B—DIRECTED INDEPENDENT STUDIES

Same as MGT 421. 2 qtr. hrs. cr.

MGT 421C—DIRECTED INDEPENDENT STUDIES

Same as MGT 421. 3 qtr. hrs. cr.



Dr. Ernest Wilkinson, President of Brigham Young University, receiving honorary Doctorate degree at the 28th Commencement Convocation held on June 7, 1970, at the Parker Playhouse in Fort Lauderdale.

DEPARTMENT OF MARKETING

Marketing is the heart of a dynamic, free society. It starts and propels the process whereby human goals are enlarged in the very act of their being served.

Marketing is studied as a total system of business action with each area explored as it relates to the system's concept. The consumer-oriented marketing approach is the key to profitable sales volume and the foundation of the curriculum.

A minimum of 44 or 40 quarter hours of credit is required for a major in marketing. The number of quarter hours will be determined by the four to twelve quarter hours a student might take during the Freshman and/or Sophomore years. The remaining number of quarter hours needed to complete the requirements must be selected from the following list, subject to the approval of the Chairman of the Department of Marketing and/or the Vice President for Academic Affairs. It is strongly recommended that the student plan to take a minimum of two marketing courses each year to avoid scheduling difficulties during the senior year.

- Mkt 250 — Business Practicum
- Mkt 302 — Sales Management
- Mkt 402 — Marketing Management
- Mkt 403 — Marketing Research
- Mkt 404 — Public Relations
- Mkt 406 — Consumer Behavior

MARKETING

MKT 101—ELEMENTS OF MARKETING

The integrated marketing concept of the distribution of goods and services with consideration of market research and analysis, buying and selling, product design, pricing, promotion, transportation, competition and the responsibilities of the marketing manager. (4 hour lecture).
4 qtr. hrs. cr.

MKT 102—FUNDAMENTALS OF SALESMANSHIP

The nature and requirements of selling, including an examination of buyer motivations and selling theories in relation to the dynamic perceptual field of personal communication. (4 hour lecture).
4 qtr. hrs. cr.

MKT 201—RETAIL MANAGEMENT

Probes major forms of retail institutions and their organizational structure; the activities of the merchandising and operating divisions; the buying and merchandising functions; other related activities involved in selling goods to the ultimate consumer. (4 hour lecture).

4 qtr. hrs. cr.

MKT 202—APPLIED MERCHANDISING TECHNIQUES

Stresses locating sources of supply, negotiating, receiving, pricing, merchandise mathematics, consumer and mercantile credit. Explores all areas of the operating statement as they relate to profitable retailing, markup, markdown, inventory control and other quantitative

techniques of the buyer and the merchandise manager. Prerequisite: Mkt 201 or permission of the department chairman. (4 hour lecture). 4 qtr. hr. cr.

MKT 203—PROMOTIONAL STRATEGIES

Comprehensively covers advertising, stressing purposes, techniques, organization and media selection in conjunction with other components of the marketing mix. Includes sales promotion activities such as sampling, displays and demonstrations rounding out a promotional program. (4 hour lecture). 4 qtr. hrs. cr.

MKT 250—BUSINESS PRACTICUM

Work experience in actual business situations is combined with on campus seminars. The seminars meet once a week for two hours and broaden and amplify marketing management techniques through behavioral analysis and human relations application. A twenty hour work week is a minimum requirement for this program. Two hours of credit is earned for the work experience and two hours for seminar participation. Supplemental Fee: \$6.00. 4 qtr. hrs. cr.

MKT 301—INTERNATIONAL MARKETING

An examination of the history and new developments in foreign trade, including selected products, activities, market areas and the beliefs of the foreign customer as they affect market strategy. (4 hour lecture). 4 qtr. hrs. cr.

MKT 302—SALES MANAGEMENT

Methods, problems and cases relating to the management of a sales force. Selection and training, organization, stimulation, compensation and control. (4 hour lecture). 4 qtr. hrs. cr.

MKT 402—MARKETING MANAGEMENT: PROBLEMS AND POLICIES

The problem solving approach to decision making by the marketing manager using readings and case studies. Pre-

requisite: 28 credits or permission of the department chairman. (4 hour lecture).

4 qtr. hrs. cr.

MKT 403—MARKETING RESEARCH

Technique and application of research methods suitable to problem solving in different areas of marketing. Prerequisite: 28 credits or permission of the department chairman. (4 hour lecture).

4 qtr. hrs. cr.

MKT 404—PUBLIC RELATIONS

Applications of the different public relation techniques to influence employees, stockholders, customers and the general public. Surveys programs used by business organizations to earn public acceptance and good will for policies, products and personnel. (4 hour lecture).

4 qtr. hrs. cr.

MKT 406—CONSUMER BEHAVIOR

An investigation of the behavioral factors which stimulate and motivate consumer demand. Applications of the resultant knowledge to facilitate marketing decisions. Prerequisite: 28 credits or permission of the department chairman. (4 hour lecture).

4 qtr. hrs. cr.

MKT 421—DIRECTED INDEPENDENT STUDIES

The course consists of high level, independent projects that a student will select. He will be required to analyze the problem, design and submit a term paper or papers (as required: to solve the problem). 4 qtr. hrs. cr.

MKT 421A—DIRECTED INDEPENDENT STUDIES

Same as MKT 421. 1 qtr. hr. cr.

MKT 421B—DIRECTED INDEPENDENT STUDIES

Same as MKT 421. 2 qtr. hrs. cr.

MKT 421C—DIRECTED INDEPENDENT STUDIES

Same as MKT 421. 3 qtr. hrs. cr.

College of Arts and Sciences

**ART
EDUCATION
ENGLISH
ESPERANTO
FRENCH
GEOGRAPHY
GOVERNMENT
HISTORY
ITALIAN
JOURNALISM
MATHEMATICS
MUSIC
NATURAL SCIENCE
PHILOSOPHY
PSYCHOLOGY
RELIGION
RUSSIAN
SOCIOLOGY
SPANISH
SPEECH
THEATER**

College of Arts and Sciences

The College of Arts and Sciences will strive to furnish to the University its general education support for all colleges, schools, divisions, departments, and programs. Certainly the major mission is to support the various programs offered by the Drake College of Business.

The College of Arts and Sciences will be the embryonic birthplace for some of the new and evolving programs, schools, and colleges in the University's future.

Another goal for the College of Arts and Sciences will be to offer courses leading to the degrees, Associate in Arts; and Bachelor of Arts in various major fields of human knowledge. Specific requirements for general education courses are listed after each department of area offering.

General Requirements for Graduation

1. One hundred and ninety-two quarter hours credit; 2.0 cumulative grade point average, computed by dividing total quality points earned by total credit hours attempted.
2. Grade of "C" or above in each course used for a major.
3. The last forty-eight quarter hours credit in residence.
4. MAJOR—36-48 quarter hours credit.

The candidate for the Bachelor of Arts degree may choose his major from among the departments listed as offering majors in the College of Arts and Sciences. The requirements for each major will be listed under the departments in this catalog and are approved by the chairman of the department concerned or by the Vice President for Academic Affairs. The choice of a major should be made not later than the beginning of the junior year and must be approved by the head of the department of the major subject. Thereafter the student's schedule for each quarter must meet the approval of the major department. Any student not making satisfactory progress in the major subject may be required to change his major or to relinquish his candidacy for a degree.

5. MINOR—18-20 quarter hours credit.
All students may choose a minor field. Students wishing to teach may minor in education, with additional electives as needed for certification.
6. Free Electives—Credits necessary to complete 192 quarter hours credit.

Choice is not restricted except it must include as many advanced undergraduate studies (courses numbered in the 300 and 400 level) as possible.

7. Thirty (30) days prior to graduation, each candidate must complete and submit to the Registrar's Office formal application and pay a \$25.00 graduation fee to the Cashier.

LIBERAL ARTS

The Associate in Arts Degree at Fort Lauderdale University is granted to those who seek a program, liberal and cultural in its direction, either as an end in itself or as a more comprehensive base for a business-education program.

Students may elect to combine Liberal Arts with training in Accounting, Computer Science, Education, Management, Marketing, Secretarial Administration or, upon completion of the Liberal Arts program, continue their education in these specialized areas toward the Bachelor of Arts, the Bachelor of Business Administration, the Bachelor of Science, or the Bachelor of Science in Business Education.

The Associate in Arts Degree fulfills six major functions:

1. To develop abilities in the communicative arts.
2. To provide resourcefulness in solving problems, including those arising from rapidly intrusting bodies of new knowledge.
3. To consider responsibilities of citizenship in relation to man's nature and his cultural heritage.
4. To work with conceptual as well as concrete thought in developing analytical skills.
5. To provide stimulation through studies of cultural and intellectual import for the thirst of broader personality development and human understanding.
6. To develop the student's appreciation for his cultural heritage and to broaden his general knowledge.

A.A. DEGREE IN LIBERAL ARTS:

Requirements: 96 Credit Hours

GENERAL EDUCATION REQUIRED		CURRICULUM: 52 CREDIT HOURS	
Eng 100 or 101 and 102 or 103	8	FA 201 or 203	4
His 101, 102	8	Geo 201	4
Psy 101, 201	8		—
Phi 201	4		52
Soc 201	4	Free Electives	44
ST 100	4		—
Jou 211	4		96
Gov 101	4		—

DEPARTMENT OF EDUCATION

The Department of Education operates on the basis of preparing the student for his professional career of teaching and/or the multiplicity of related areas wherein his interests, talents and leadership abilities may be adaptable. The curriculum embodies a well-rounded liberal arts program as a base; to this base is added the professional education program which includes foundation courses in history, philosophy, psychology and sociology. Beyond these, a number of professional courses are offered on a broad base such as research, measurement, principles and practices, methods in various areas of specialization, current issues, practicum, and independent study.

The courses leading to the Bachelor of Science in Business Education have a two-fold purpose: first, training for a teaching position in business and second, preparing for a business career.

Those who wish to teach in elementary, secondary, or special schools may minor in education and complete any additional requirements for certification. The additional requirements will be featured as needs arise.

The education society, Beta Delta, which emphasizes professional activities, such as field trips, participation in community activities, workshops, special programs and social life, helps to enrich the professional environment towards a well-rounded orientation.

Courses in elementary education, secondary education, and other areas will be offered according to interests and enrollments.

EDUCATION

EDU 301—HISTORICAL

FOUNDATIONS OF EDUCATION

An over-all treatment of the history of education as a process by which culture transmits itself for generations; within this pattern will be considered the antecedents of American education and their impact on American profiles; the growth of the colonial period to the present; an anticipated overview of the 1970's in relation to urgent needs and expectations for educational opportunities. Students majoring in business education will be required to concentrate on the history of its development.

4 qtr. hrs. cr.

EDU 302—PSYCHOLOGICAL

FOUNDATIONS OF EDUCATION

A consideration of educational and psychological principles applicable to

teaching and learning; special attention to growth and development, individual differences, personality development, group dynamics, social adjustments. Special reports, panels, and discussions will be featured.

4 qtr. hrs. cr.

EDU 303—PHILOSOPHICAL

FOUNDATIONS OF EDUCATION

This is a study of the philosophical basis of education to recurrent and contemporary educational issues and problems. Major philosophical systems are studied with the related educational concepts in order to determine to what extent a synthesis of viewpoint may be achieved.

4 qtr. hrs. cr.

**EDU 304—SOCIOLOGICAL
FOUNDATIONS OF EDUCATION**

Education in the cultural setting of the United States is studied through library searches for characteristics of stability and mobility of population, industrial and scientific progress, status structure, and cross-cultural evidence. Individuals and small groups will design projects for studying the impact of these characteristics on education. **4 qtr. hrs. cr.**

**EDU 305—MEASUREMENTS AND
EVALUATION IN EDUCATION**

Course affords a study of the use, interpretation and analysis of standardized tests. Emphasis is placed on the construction and scoring of teacher-made tests. Attention is also given to the statistical handling of test data. Study is made of marking and the reporting of student progress. This is not a course in statistics. **4 qtr. hrs. cr.**

**EDU 306—PRINCIPLES AND
PRACTICES OF EDUCATION**

Course considers principles of teaching, backgrounds for teachers, ethics of the profession, changing curriculum, cultural influences, organizing materials of instruction and classroom operations. Individual needs and interests are given a functional focus. Readings, fieldwork, and observations are encouraged. Discussions and group dynamics are featured. **4 qtr. hrs. cr.**

EDU 307—SPECIAL EDUCATION

Special attention will be focused on the slow learner. Psychological principles related to curricular selections, methods of teaching, social aspects, ecology, and behavioral characteristics will be studied. Special reports, fieldwork, and discussions according to class enrollment. **4 qtr. hrs. cr.**

**EDU 401—RESEARCH IN
EDUCATION**

Course provides orientation to the values, needs, and types of research. Model examples of each type will be

given. Students are required to select research problems in terms of their own interests and give evidence of satisfactory completion. Group discussions and evaluations will be featured. **4 qtr. hrs. cr.**

**EDU 402—CURRENT ISSUES IN
EDUCATION**

This course seeks to free the mind in the sense that a good liberal education frees the mind for, as Cardinal Newman wrote, to give "a man a clear conscious view of his own opinions and judgments . . . and to teach him to see things as they are." In the study of conflict situations a foundation is laid in this class for an enlargement of spirit in facing hard questions and moving toward a society of high morale and drive that is built on two foundation stones that exist in our society: (1) a pluralistic approach to values, and (2) a universally honored philosophy of individual fulfillment. **4 qtr. hrs. cr.**

**EDU 403—METHODS OF TEACHING
ALLIED BUSINESS SUBJECTS**

This course provides the prospective teacher in a business college with modern methods and techniques of teaching a variety of the business subjects other than the basic courses in accounting and secretarial subjects. Introduction to Business, Business Mathematics, and Business Law are the subjects that will comprise the background for a study of methodology and teaching techniques that should be applied to the teaching of these subjects.

In addition to the study of methodology and teaching techniques applicable to the teaching of the foregoing subjects, the course involves a brief review of the subjects to be taught, the compilation of practical lesson plans, motivation and testing. Emphasis is placed upon practice in teaching by means of teaching demonstrations given by each member of the class, with the remaining members acting as the students of the student teacher. **4 qtr. hrs. cr.**

EDU 404—METHODS OF TEACHING ACCOUNTING

A course designed to increase the efficiency of students who are prospective teachers of bookkeeping and accounting. The course covers the subject matter that in some schools is taught in two years, and in other schools, three years. The content of the course will include methods of presenting and drilling the following topics: The principles of debit and credit; the bookkeeping cycle through the trial balance; the general, special, and columnar journals; partnership, corporations, income tax, and depreciation; practice sets; proper business attitudes and habits. The assignment and correction of homework, and the matter of tests and measurements will also be treated.

4 qtr. hrs. cr.

EDU 405—METHODS OF TEACHING MANAGEMENT

This is a practical course to prepare management majors to teach management subjects. It includes basic philosophies of education, determination of course objectives, preparation of desired learning outcomes for each lesson, preparation of case studies, motivation and evaluation of student's use of training aids, using the lecture; case discussion and other teaching methods.

4 qtr. hrs. cr.

EDU 406—METHODS OF TEACHING MARKETING

Methods used in the teaching of marketing subjects are set forth in this course. In addition to the basic principles of teaching, this course covers those objectives and methods particularly relevant to teaching in the marketing field. These include case study methods, student-leader discussion, audio and visual aids, field trips, lecture procedures, and on-the-job training values. Motivation and evaluation of students, and other teaching procedures, are an integral part of this course.

4 qtr. hrs. cr.

EDU 407—METHODS OF TEACHING SECRETARIAL ADMINISTRATION

This course is designed to familiarize the student with the ideas of leading business educators, psychologists, and researchers. Practical aspects of the course include learning to establish course objectives, evaluate and select textbooks, prepare lesson plans, use audio-visual and community resources, and present an actual lesson.

4 qtr. hrs. cr.

EDU 408—METHODS OF TEACHING COMPUTER SCIENCE

This course is designed to prepare computer science majors to teach the techniques and procedures of computer programming analysis and design. In addition to the basic principles of teaching, objectives and methods pertinent to teaching the subject matter are covered. The course includes procedures followed in lesson planning, lecturing, discussion periods, and evaluations of students, preparation of examinations, and textbook selections.

4 qtr. hrs. cr.

EDU 421—DIRECTED

INDEPENDENT STUDY

Course will be arranged to take care of special situations, especially in the cases of transfer students who have operated on the semester-hour basis rather than the quarter hour. Arrangements must be made with the Chairman of Education for guidelines and conferences.

4 qtr. hrs. cr.

EDU 421 A—DIRECTED INDEPENDENT STUDY

Same as EDU 421. 1 qtr. hr. cr.

EDU 421 B—DIRECTED INDEPENDENT STUDY

Same as EDU 421. 2 qtr. hrs. cr.

EDU 421 C—DIRECTED INDEPENDENT STUDY

Same as EDU 421. 3 qtr. hrs. cr.

DEPARTMENT OF ENGLISH AND JOURNALISM

English should be the major field of concentration for students planning to teach English, library science, or the humanities. A major in English is recommended also as the best preparation for editorial work, feature writing, technical writing, and literary writing. The B.A. Degree in English is highly desired by many government agencies, including the Foreign Service. Many industrial and business concerns prefer that applicants for administrative positions have skill in writing and a broad familiarity with great works of literature.

It must be obvious to the serious student that many doors of preference and advancement exist for those who attain a facility in the use of language that is precise, proper, exact, and coupled with an active mind. The aim of the Department is to provide adequate preparation to all students for vocational and professional life. For the English major it proposes a satisfactory background also for further graduate study in the field of literature.

A major in English consists of a minimum of 48 quarter hours. ENG 201 and 202, World Literature, are required lower division courses and are prerequisite to or should be taken concurrently with all advanced English Period courses.

ENG 301, Bibliography and Research, must be taken by English majors during their Junior year and the thesis project begun during that course completed by the second quarter of the Senior year. This project is a requirement for graduation.

A minimum of one course from each of the five periods (Medieval, Renaissance, Restoration and Eighteenth Century, Romantic, and Victorian) is required of English majors. These courses in the catalog are listed ENG 321, 322, 323, 324, 421, 422, and 423.

A minimum of four courses based on types of literature (Tragedy, Modern Poetry, American Novel, Twentieth Century English Novel, etc.) are required of English majors. These courses in the catalog are listed ENG 311, 312, 411, 412, 413, and 431.

In the 300 and 400 level courses, 40 quarter hours are required to complete this major.

A minor in English consists of a minimum of 24 quarter hours, including 16 quarter hours in the 300 and 400 level.

The courses needed to complete the requirements for a major or a minor in English must be selected from the list as follows, subject to the approval of the Department Chairman and/or the Vice President

for Accademic Affairs. All courses taken for major or minor credit must be passed with a grade of "C" or higher.

All type courses are opened to non-English majors who have 8 quarter hours of Composition or ENG 101 with grade of "B" or higher; e.g., they are eligible to take Tragedy, Modern Poetry, The American Novel, or The Twentieth Century Novel.

Inasmuch as a career in journalism requires broad knowledge in all fields, preparation for the profession is based on the premise that the student must be well grounded in the humanities, social sciences, and natural sciences. Professional training requires the student to follow a prescribed curriculum with certain rigid requirements in the professional area but great latitude with sympathetic and knowledgeable guidance, for the student aiming at a specific position. The student should recognize and respect journalism and possess strong loyalty to its ideals.

Journalism today encompasses the entire communications field. It includes daily and weekly newspapers, press associations and syndicates, radio and television, employee publications and trade journals, general magazines, various aspects of book publishing, advertising and public relations, much of the production and promotion work in motion pictures and the theatre, editorial, instructional and reseach work for schools, colleges, and various social agencies. The study of journalism is excellent preparation for a broad variety of professions because effective communications is vital to virtually all fields.

A concentration in journalism consists of a minimum of 36 quarter hours. Jou 201 and 211 are required lower division courses and are prerequisites to all advanced courses. Jou 301, 321, 401, and 402 are required courses in the upper division. In the 300 and 400 level courses, 24 quarter hours are required to complete this concentration. Mkt 404, Public Relations, is prerequisite for Jou 401 and 402.

All courses taken for major or minor credit must be passed with a grade of "C" or higher.

B.A. DEGREE IN ENGLISH:

Requirements: 192 Credit Hours

GENERAL EDUCATION CURRICULUM: 100 CREDIT HOURS

Communications		Social Science	
Eng 101, 102	8	His 101, 102	8
Jou 211	4	Geo 201	4
ST 100	4	Gov 101	4
	—	Soc 201, 300)	8
	16	Psy 101, 201 }	8
			—
Foreign Language			24
101, 102	8		
201, 202	8		
	—		
	16		
Student may select 4 hrs. Psy and 4 hrs. Soc or 8 hrs. of either.			
Student must complete 16 credits in one language. Those who studied same language in high school are required to take placement tests to determine which course they are prepared to enter.			
Mathematics and Science		Major	
Mth 100, 103	8	Eng 201, 202	8
Sci 101, 102, 103	12	Eng 301	4
	—	Eng Period Courses	20
	20	Eng Type Courses	16
			—
			48
Humanities		Minor	
FA 201, 203	8	Electives	24
Phi 201, 303, 304	12		
ST 205	4	Free Electives	20
	—		
	24		

B.A. DEGREE IN ENGLISH-JOURNALISM CONCENTRATION

Requirements: 192 Credit Hours

GENERAL EDUCATION CURRICULUM: 100 CREDIT HOURS

Communications

Eng 101, 102	8
Jou 211	4
ST 100	4
	—
	16

Foreign Language

101, 102	8
201, 202	8
	—
	16

Student must complete 16 credits in one language. Those who studied same language in high school are required to take placement tests to determine which course they are prepared to enter.

Mathematics and Science

Mth 100, 103	8
Sci 101, 102, 103	12
	—
	20

Humanities

FA 201, 203	8
Phi 201, 303, 304	12
ST 205	4
	—
	24

Social Science

His 101, 102	8
Geo 201	4
Gov 101	4
Soc 201, 300 }	8
Psy 101, 201 }	
	—
	24

Student may select 4 hrs. Psy and 4 hrs. Soc or 8 hrs. of either.

Major

Eng 201, 202	8
Eng 301	4
Eng Period Courses	20
Eng Type Courses	16
	—
	48

Free Electives

.....	8
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Concentration

Jou 201	4
Jou 301, 321	8
Jou 401, 402	8
Jou Electives	12
Mkt 404*	4
	—
	36

*Prerequisite for Jou 401 and 402.

ENGLISH

ENG 100—ENGLISH COMPOSITION

Special course in written communication for the student whose background indicates an inadequate potential for successful participation in English 101. Considerable attention given to rhetorical principles and practice in composition. Offered each quarter. **4 qtr. hrs. cr.**

ENG 101—ENGLISH COMPOSITION

Introduction to expository writing with a study of the various types of rhetoric. Preparation for effective writing at the collegiate level. Analysis of literary forms and themes. Offered each quarter. **4 qtr. hrs. cr.**

ENG 102—ENGLISH COMPOSITION

Preparation, organization, and critical judgment of effective theme writing with an emphasis on the research paper. Offered each quarter. **4 qtr. hrs. cr.**

ENG 103—BUSINESS AND PROFESSIONAL WRITING

A study of business, scientific, and professional writings with emphasis upon research reports and correct procedures. Offered each quarter. **4 qtr. hrs. cr.**

ENG 201—WORLD LITERATURE

Selected masterpieces of world literature before 1610. Emphasis upon the Greek and Roman myths, epics, and drama; Dante; and the early Renaissance period. Prerequisite: 8 quarter hours of English Composition or Eng 101 with grade of "B" or higher. 4 qtr. hrs. cr.

ENG 202—WORLD LITERATURE

Selected works from world literature: Russian, French, German, and Spanish. Prerequisite: 8 quarter hours of Composition or Eng 101 with grade of "B" or higher. 4 qtr. hrs. cr.

ENG 221—ENGLISH LITERATURE

Selected masterpieces of British literature from the beginning up to the romantic period. Prerequisite: 8 quarter hours of Composition or Eng 101 with grade of "B" or higher. 4 qtr. hrs. cr.

ENG 222—ENGLISH LITERATURE

Selected masterpieces of British literature from the beginning of period for romantic poets to present day. Prerequisite: 8 quarter hours of Composition or Eng 101 with grade of "B" or higher. 4 qtr. hrs. cr.

ENG 230—AMERICAN LITERATURE

American literature masterpieces from its beginning to 1900. Prerequisite: 8 quarter hours of Composition or Eng 101 with grade of "B" or higher. 4 qtr. hrs. cr.

ENG 231—AMERICAN LITERATURE

American literature masterpieces from 1900 to present time. Prerequisite: 8 quarter hours of Composition or Eng 101 with grade of "B" or higher. 4 qtr. hrs. cr.

ENG 301—BIBLIOGRAPHY AND RESEARCH

Research techniques with various forms of literature as the basis. The analysis of the contribution of various writers and a study of the various systems of literary periods. Required of English majors during Junior year. 4 qtr. hrs. cr.

ENG 311—TRAGEDY

Study of Greek, Renaissance, late nineteenth-century, and contemporary tragedy, as reflecting the ideals of successive periods of Western civilization. 4 qtr. hrs. cr.

ENG 312—LITERARY CRITICISM

Statements from the Classical period to the present are used to make a detailed analysis of established aesthetic standards. 4 qtr. hrs. cr.

ENG 313—THE DEVELOPMENT OF THE ENGLISH NOVEL

The novel as a genre from its beginnings to about 1900 will be approached from a historical point of view. 4 qtr. hrs. cr.

ENG 321—CHAUCER AND THE MEDIEVAL PERIOD

Although the major concern of this course will be the works of Chaucer, attention will also be given to other medieval literature. 4 qtr. hrs. cr.

ENG 322—RENAISSANCE PERIOD: SHAKESPEARE'S HISTORIES AND COMEDIES

Emphasis is placed on Shakespeare's evolution and development as a writer of comedies and historical dramas. 4 qtr. hrs. cr.

ENG 323—RENAISSANCE PERIOD: SHAKESPEARE'S TRAGEDIES AND TRAGI-COMEDIES

Emphasis is placed on Shakespeare's evolution and development as a writer of tragedies and romances. 4 qtr. hrs. cr.

ENG 324—MILTON AND THE SEVENTEENTH CENTURY PERIOD

Background material is offered to explain the literature of the period 1509-1660 excluding the works of the metaphysical poets and the long works of Milton. 4 qtr. hrs. cr.

ENG 401—HISTORY AND DEVELOPMENT OF THE ENGLISH LANGUAGE

Origins and development of the English language from earliest times to the present. Nature and direction of changes in the language with reference to phonology, morphology, syntax, and vocabulary. Prerequisite: Senior standing.

4 qtr. hrs. cr.

ENG 411—THE AMERICAN NOVEL

This course will study the genre in America from its beginnings to the contemporary novel.

4 qtr. hrs. cr.

ENG 412—MODERN POETRY

This course treats British and American poetry since the late nineteenth century.

4 qtr. hrs. cr.

ENG 413—THE TWENTIETH CENTURY ENGLISH NOVEL

Extensive reading in major English novelists, related to social, political, and literary backgrounds of their time.

4 qtr. hrs. cr.

ENG 421—RESTORATION AND EIGHTEENTH CENTURY PERIOD

This course surveys the development of both the neo-Classic and pre-Romantic literature in England.

4 qtr. hrs. cr.

ENG 422—THE ROMANTIC PERIOD

This course treats British Prose and Poetry from 1789 to 1832, with emphasis on Blake, Wordsworth, Coleridge, Byron, Shelley, and Keats.

4 qtr. hrs. cr.

ENG 423—THE VICTORIAN PERIOD

This is a course in the literature of England from 1832 to the beginning of the 20th century. Emphasis is on the poetry and non-fiction prose.

4 qtr. hrs. cr.

ENG 431—ADVANCED COMPOSITION

This course offers intense practice in expository and argumentative writing.

4 qtr. hrs. cr.

ENG 451—DIRECTED INDEPENDENT STUDY

Extensive readings in literature with intensive analytical study and reports. To be arranged with the Chairman of the English Department and to be supervised by a member of the department. Requirements will be determined by the needs of the individual student and the number of approved credit hours.

4 qtr. hrs. cr.

ENG 451A—DIRECTED INDEPENDENT STUDY

Same as Eng 421. 1 qtr. hr. cr.

ENG 451B—DIRECTED INDEPENDENT STUDY

Same as Eng 421. 2 qtr. hrs. cr.

ENG 451C—DIRECTED INDEPENDENT STUDY

Same as Eng 421. 3 qtr. hrs. cr.

JOURNALISM

JOU 101—INTRODUCTION TO MASS COMMUNICATIONS

Required for all journalism majors. An examination of the mass media to help the journalism student to understand the power, problems, and ethics of each of the mass communications areas. They are studied in their historical development and in their contemporary operation as major institutions of our society. Offered Fall Quarter.

4 qtr. hrs. cr.

JOU 111, 112, 113, & 114—WRITING FOR MASS COMMUNICATIONS

A practicum, non-lecture course, in which the student spends a minimum of three hours per week writing, editing, and generally participating in the production of student publications. Prerequisite: Ability to report and write news. Offered each quarter.

1 qtr. hr. cr. each qtr.

JOU 201—BEGINNING REPORTING

Required for all journalism majors. The evaluation of news; news gathering methods; discussions and exercises in writing leads; organizing stories; overcoming grammatical and spelling difficulties; avoiding libel; and writing various types of news stories. Prerequisite: typing ability. Offered Fall and Summer Quarters. 4 qtr. hrs. cr.

JOU 211—MASS MEDIA AND SOCIETY

Suggested for all university graduates. The nature and function of mass communications as they relate to the individual and to society as a whole. Emphasis is placed upon theory, effects, public opinion, propaganda, problems, ethics, and international communications. Offered Winter, Spring & Summer Quarters. 4 qtr. hrs. cr.

JOU 231—PHOTO JOURNALISM

Required for newspaper and radio-TV majors. The essentials of selecting pictures for publications, layout, cropping, sizing, caption writing, use of the camera, and limited darkroom work. Offered Spring Quarter. 4 qtr. hrs. cr.

JOU 301—INTERPRETIVE REPORTING

Study and practice on reporting and writing all types of local news. Assignments include government, courts, police, schools, sports, and special feature articles. Prerequisite: Jou 201. Offered Spring Quarter, or by announcement commencing 1971. 4 qtr. hrs. cr.

JOU 321—HISTORY AND LAW OF THE PRESS

Required for all journalism majors. The development of American journalism from its earliest beginnings to the present with emphasis on the basic ideals. The development of techniques and trends in the press against the background of the nation's history. Also consideration of the legal philosophy bearing upon mass media with emphasis

upon development of freedom of expression and governmental restraints upon such freedom. Prerequisite: Jou 211. Offered Winter Quarter, or by announcement commencing 1971. 4 qtr. hrs. cr.

JOU 331—EDITING AND EDITORIAL WRITING

Required for newspaper majors. The purposes and methods of news copy preparation with emphasis upon obtaining lucid, natural, rapid style. Analysis of headline writing with stress upon accuracy and content. Practical work in page layout, touching upon the art of typography. The function of the editorial in mass media with emphasis upon topic organization and persuasion. Prerequisite: Jou 321. Offered Winter Quarter, or by announcement commencing 1971. 4 qtr. hrs. cr.

JOU 341—BASIC RADIO-TV BROADCASTING

Required for radio-TV majors. Introduction to basic theory and techniques of radio and television; processing local and wire service news for radio and television newsrooms. Study of photographic theory applied to motion news pictures for television. Prerequisite: Jou 301. Offered Fall Quarter, or by announcement commencing 1971. 4 qtr. hrs. cr.

JOU 351—BASIC ADVERTISING TECHNIQUES

Required for advertising majors. The study of advertising in relation to free enterprise, its economic aspects, research, and creativity; law and production are emphasized. Prerequisite: Jou 301. Offered Fall Quarter, or by announcement commencing 1971. 4 qtr. hrs. cr.

JOU 361—PUBLIC RELATIONS

Required for public relations majors. General study of the nature, practices, ethics, and problems of public relations. Prerequisite: Jou 301. Offered Spring Quarter, or by announcement commencing 1971. 4 qtr. hrs. cr.

JOU 401 & 402—MEDIA INTERNING

Required for all journalism majors. Practical experience through actual work in the community's media. The student will spend a minimum of six hours per week under the direction of either an editor, news director, advertising or public relation account executive. Prerequisite: Jou 331, 341, 351, or 361. Offered each quarter commencing 1971.

4 qtr. hrs. cr. each

JOU 421—READING IN MASS COMMUNICATIONS

Designed primarily for honor students. Individual readings in a specific area of

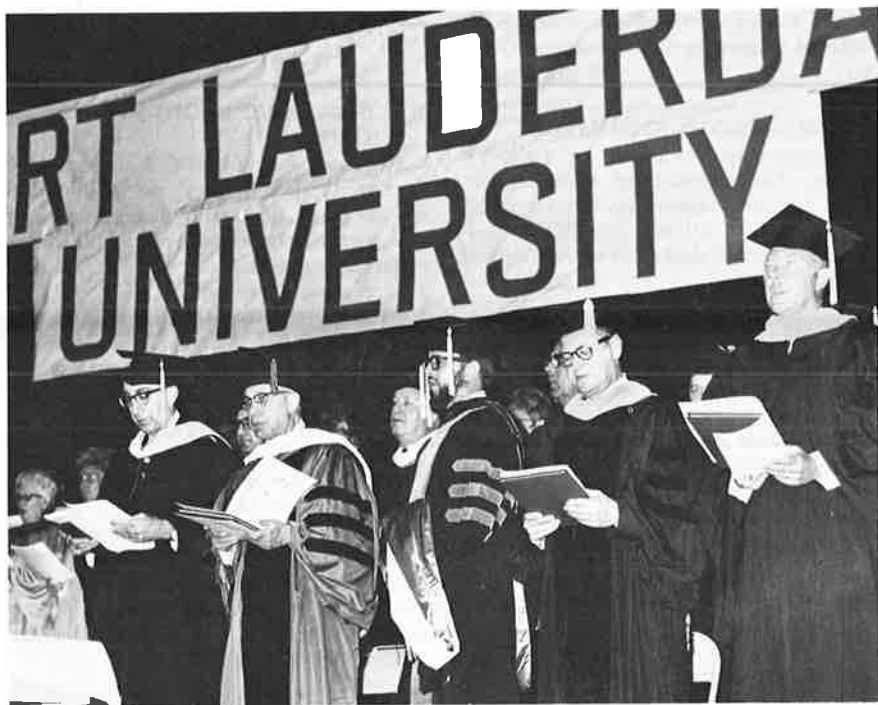
communication. Reports and conferences may be presented each quarter for a maximum of eight quarter hours. Prerequisite: approval of instructor. Offered each quarter commencing 1971.

1-4 qtr. hrs. cr.

JOU 431—TEACHING HIGH SCHOOL JOURNALISM

Suggested for English education majors. For high school teachers responsible for student publications. It includes basic news writing, selection of material, editing, production, and school public relations. Offered Winter Quarter commencing 1972.

4 qtr. hrs. cr.



On June 7, 1970, at the 28th Commencement Convocation held at the Parker Playhouse in Fort Lauderdale, honorary Doctorate degrees were presented to Dr. Michael DeBakey; Dr. Ernest Wilkinson; Robert H. Gore, III; Milton L. Graham; and L. Lauren Rhude.

FINE ARTS

The area of Fine Arts is a support area for the Drake College of Business Administration and the College of Arts and Sciences.

FA 101—INTRODUCTION TO ART

An introduction to art through experience with various basic media. Attention is directed to the structure of effective visual communication in relation to our environment as it pertains to problems in seeing, perception, and the organization of visual data. 4 qtr. hrs. cr.

FA 102—ART HISTORY

Information and illustration on the development of painting, sculpture, architecture, and many of the minor arts from the Old Stone Age to the present. The growth and change of art forms in the light of their social, political, and religious backgrounds, analyzing circumstances surrounding each new development at the particular time and place of its birth. 4 qtr. hrs. cr.

FA 201—ART APPRECIATION

An analysis of art in terms of its function, styles, structure, techniques, and relations to society. Starts with the thematic and utilitarian before going on to the formal and technical aspects of art. Enables the student or non-specialist to

see connections between art and other vital areas of modern life. Offers an approach to art criticism, the task of making intelligent judgments about perplexing works of art, and prepares for a study of certain art works. 4 qtr. hrs. cr.

FA 203—MUSIC APPRECIATION

The development of personal taste and discrimination in music through the study of such subjects as orchestra and band instruments, the voice, ballet, and the architecture of music. A comparison of periods such as the classic, romantic, Baroque, and contemporary trends. Creative listening is stressed throughout the course. 4 qtr. hrs. cr.

FA 301—THE LITERATURE OF MUSIC

A detailed study of great works of music since 1600. Emphasis will be placed on the relationship of the individual compositions to the cultural development of society since the end of the Renaissance. Prerequisite: FA 203.

4 qtr. hrs. cr.

FOREIGN LANGUAGES

The area of Foreign Languages offers instruction in Esperanto, French, Italian, Russian, and Spanish.

The principal objectives of the area are to develop the ability to speak and understand a foreign language and to enable the student to read representative works both in literature and culture with critical awareness.

With the rapid development in the field of communication the need to know a second and even a third language increases tremendously. The Jet Age has placed us only hours away from countries with languages and cultures different from ours. It is the purpose of the language area to promote better understanding among people of different background and cultures through the study of the most abstract of human developments, language.

In view of the great need for a simple yet adequate international language, which could be learned in all civilized lands and freely employed in speech and writing in all walks of life, Fort Lauderdale University introduced the international auxiliary language Esperanto for the first time in 1962. Since being designated as "The International University," in May of 1970, FLU is going to place greater emphasis on the teaching and learning of Esperanto.

Esperanto is the auxiliary language created by Dr. L. L. Zamenhoff (1859-1917) and first published in 1887. The vocabulary of Esperanto is "neutral" to the extent that it does not coincide with that of any national language or language group. It does, however, lean rather heavily in the direction of Latin, Greek, and the Romance and Germanic tongues, with little participation from Slavic, Oriental, or African tongues, save insofar as words from these tongues have already gained a measure of international acceptance. Esperanto is an excellent tool for enhancing linguistic competence and maintaining profitable world-wide contacts.

Foreign languages are required of all candidates for a B.A. degree and are encouraged as electives for students working toward a B.B.A. degree. Students considering future graduate work are also required to pursue one or more foreign languages.

ESPERANTO

"The International Language"

ES 101—ESPERANTO I

Basic structure of the international language, reading, and conversation. The logical structure of Esperanto permits an early start on conversation and the rapid growth of vocabulary. Basic texts are read and audio-visual aids used. The neutral international language draws its vocabulary and structure from Romance and other roots. Increasingly popular in its own right in many countries, Esperanto is also an aid to logical thought and a sound foundation for the acquisition of other languages. 4 qtr. hrs. cr.

ES 102—ESPERANTO II

The principles of word structure introduced in Introductory Esperanto are mastered in this course, giving the student a fairly extensive vocabulary. Read-

ing of elementary and intermediate texts; continued conversation and use of audio-visual aids. 4 qtr. hrs. cr.

ES 201—ESPERANTO III

Continued work in structure. Conversation, composition, reading of literature, such writers as Zamenhof, Baghy, Francis, Kalocsay. Audio-visual aids may include direct reception of Esperanto broadcasts from Europe. 4 qtr. hrs. cr.

ES 301—ESPERANTO IV

In this advanced course the class is conducted exclusively in Esperanto. Conversation, composition, and Esperanto literature, both original writings and translations, Esperanto journals and magazines. Members of the class will correspond with Esperantists in many parts of the world. 4 qtr. hrs. cr.

FRENCH

FRE 101—ELEMENTARY FRENCH I

Essentials of French usage; practice in hearing, speaking, reading and writing for those with no previous knowledge of French, (4 hour lecture, language laboratory recommended). 4 qtr. hrs. cr.

FRE 102—ELEMENTARY FRENCH II

Continuation of French 101. Instruction in understanding, speaking, reading and writing French. Emphasis on the spoken language. (4 hour lecture, language laboratory recommended). Prerequisite: Fre 101, or instructor permission. 4 qtr. hrs. cr.

FRE 201—INTERMEDIATE FRENCH

Understanding and speaking French at the intermediate level. Intensive practice in reading and writing. (4 hour lecture, language laboratory recommended). Prerequisite: Fre 102, or instructor permission. 4 qtr. hrs. cr.

FRE 202—INTERMEDIATE

CONVERSATIONAL FRENCH

Practice in speaking and writing on an intermediate level. Readings in contemporary culture. (4 hour lecture, language laboratory recommended. Prerequisite: Fre 201, or instructor permission.

4 qtr. hrs. cr.

FRE 203—FRENCH CULTURE AND CIVILIZATION

A historical interpretation of France, through the study of geography, religion, sociology, and the arts. (4 hour lecture). Prerequisite: Fre 202, or instructor permission. Offered by announcement.

4 qtr. hrs. cr.

FRE 204—INTERMEDIATE

GRAMMAR AND COMPOSITION

A study of an intermediate level of fine points of grammar and style. (4 hour lecture). Prerequisite: Fre 203, or instructor permission. Offered by announcement. 4 qtr. hrs. cr.

**FRE 301—PRACTICAL LINGUISTICS
OF FRENCH**

Application of linguistics to the study of French sound patterns and structures. Required of all Majors. (4 hour lecture). Prerequisite: Fre 204, or instructor permission. Offered by announcement.

4 qtr. hrs. cr.

**FRE 321—DIRECTED
INDEPENDENT STUDY**

For advanced students and only by permission of instructor. Reading and research in advanced special topics. The program of study is arranged in consultation with the instructor.

4 qtr. hrs. cr.

ITALIAN

ITA 101—ELEMENTARY ITALIAN I

Essentials of Italian usage: Practice in hearing, speaking, reading, and writing for those with no PREVIOUS KNOWLEDGE OF ITALIAN. Language laboratory recommended.

4 qtr. hrs. cr.

ITA 201—INTERMEDIATE ITALIAN

Understanding and speaking Italian at the intermediate level. Prerequisite: Ita 102. Language laboratory recommended.

4 qtr. hrs. cr.

ITA 102—ELEMENTARY ITALIAN II

Continuation of Ita 101, speaking, reading and writing Italian. Emphasis on the spoken language. Prerequisite: Ita 101. Language laboratory recommended.

4 qtr. hrs. cr.

ITA 202—INTERMEDIATE ITALIAN

Continuation of Ita 201. Emphasis on the spoken language. Prerequisite: Ita 201. Language laboratory recommended.

4 qtr. hrs. cr.

RUSSIAN

RUS 101—ELEMENTARY RUSSIAN I

Essentials of Russian usage; practice in hearing, speaking, reading and writing for those with no previous knowledge of Russian. (4 hour lecture, language laboratory recommended).

4 qtr. hrs. cr.

RUS 102—ELEMENTARY RUSSIAN II

Continuation of Rus 101. Instruction in understanding, speaking, reading and writing Russian. Emphasis on the spoken language. (4 hour lecture, language laboratory recommended). Prerequisite: Rus 101, or instructor permission.

4 qtr. hrs. cr.

RUS 201—INTERMEDIATE RUSSIAN

Understanding and speaking Russian at the intermediate level. Intensive practice in reading. (4 hour lecture, language laboratory recommended). Prerequisite: Rus 102, or instructor permission.

4 qtr. hrs. cr.

**RUS 202—INTERMEDIATE
CONVERSATIONAL RUSSIAN**

Practice in speaking and writing on an intermediate level. Readings in contemporary culture. (4 hour lecture, language laboratory recommended). Prerequisite: Rus 201, or instructor permission.

4 qtr. hrs. cr.

**RUS 203—RUSSIAN CULTURE AND
CIVILIZATION**

A historical interpretation of Russian through the study of geography, religion, sociology, and the arts. (4 hour lecture). Prerequisite: Rus 202, or instructor permission. Offered by announcement.

4 qtr. hrs. cr.

**RUS 204—INTERMEDIATE
GRAMMAR AND COMPOSITION**

A study on an intermediate level of fine points of grammar and style. (4 hour lecture.) Prerequisite: Rus 203, or instructor permission. Offered by announcement.

4 qtr. hrs. cr.

GEOGRAPHY

The area of Geography is a support area for the Drake College of Business Administration and the College of Arts and Sciences.

Any one of the courses offered by this area during any quarter will satisfy the requirements for graduation in this particular discipline.

GEO 201—INTRODUCTION TO GEOGRAPHY

Study of earth-sun relations, map interpretation, weather and climate, natural vegetation, and soils. 4 qtr. hrs. cr.

GEO 202—CONSERVATION OF NATURAL RESOURCES

Problems in conservation of soils, minerals, forests, wild life, water and land uses. 4 qtr. hrs. cr.

GEO 203—WORLD ECONOMIC GEOGRAPHY

Geographic analysis of the distribution of man's economic activities with emphasis on present-day patterns and trends of production, distribution and consumption of the world's major commodities. 4 qtr. hrs. cr.

GEO 204—GEOGRAPHY OF NORTH AMERICA

Modern Canada, Alaska, and United States; agricultural and industrial regions, stressing interdependence of all. 4 qtr. hrs. cr.



The 28th Commencement Convocation held on June 7, 1970, at the Parker Playhouse in Fort Lauderdale.

**RUS 301—PRACTICAL LINGUISTICS
OF RUSSIAN**

Application of linguistics to the study of Russian sound patterns and structures. Required of all majors. (4 hour lecture). Prerequisite: Rus 204, or instructor permission. Offered by announcement.

4 qtr. hrs. cr.

**RUS 321—DIRECTED
INDEPENDENT STUDY**

For advanced students and only by permission of instructor. Reading and research in advanced special topics. The program of study is arranged in consultation with the instructor.

4 qtr. hrs. cr.

SPANISH

SPA 101—ELEMENTARY SPANISH I

Essentials of Spanish usage; practice in hearing, speaking, reading and writing for those with no previous knowledge of Spanish. (4 hour lecture, language laboratory recommended).

4 qtr. hrs. cr.

SPA 102—ELEMENTARY SPANISH II

Continuation of Spa 101. Instruction in understanding, speaking, reading and writing Spanish. Emphasis on the spoken language. (4 hour lecture, language laboratory recommended). Prerequisite: Spa 101, or instructor permission.

4 qtr. hrs. cr.

SPA 201—INTERMEDIATE SPANISH

Understanding and speaking Spanish at the intermediate level. Intensive practice in reading and writing. (4 hour lecture, language laboratory recommended). Prerequisite: Spa 102, or instructor permission.

4 qtr. hrs. cr.

**SPA 202—INTERMEDIATE
CONVERSATIONAL SPANISH**

Practice in speaking and writing on an intermediate level. Reading on contemporary culture. (4 hour lecture, language laboratory recommended). Prerequisite: Spa 201, or instructor permission.

4 qtr. hrs. cr.

**SPA 203—SPANISH CULTURE AND
CIVILIZATION**

A historical interpretation of Spain, through the study of geography, religion, sociology, and the arts of the Iberian Peninsula. (4 hour lecture). Prerequisite: Spa 202, or instructor permission. Offered by announcement.

4 qtr. hrs. cr.

**SPA 204—INTERMEDIATE
GRAMMAR AND COMPOSITION**

A study on an intermediate level of fine points of grammar and style. (4 hour lecture). Prerequisite: Spa 203, or instructor permission. Offered by announcement.

4 qtr. hrs. cr.

SPA 301—PRACTICAL LINGUISTICS

Application of linguistics to the study of Spanish sound patterns and structures. Required of all majors. (4 hour lecture). Prerequisite: Spa 204, or instructor permission. Offered by announcement.

4 qtr. hrs. cr.

**SPA 321—DIRECTED
INDEPENDENT STUDY**

For advanced students and only by permission of instructor. Reading and research in advanced special topics. The program of study is arranged in consultation with the instructor.

4 qtr. hrs. cr.

DEPARTMENT OF HISTORY AND GOVERNMENT

History is the study of man and his activities. The study of history helps us to understand the problems we face as individuals and aids in the answering of those problems. History teaches us to respect facts and sympathize with the cultures and traditions of other people. It is an excellent preparation for teaching, law, business, journalism, government, politics, and public relations.

A major in history consists of a minimum of 48 quarter hours. In the 300 and 400 level courses, 28 quarter hours are required. History 101, 102, 201, 202, and either 304 or 305 are required.

A minor in history consists of a minimum of 24 quarter hours, including 16 quarter hours in the 300 and 400 level.

A support area in the discipline of government is provided as a part of this Department's offerings. Government 203 or 204 may be used to satisfy the requirements for a history major.

All courses taken for major or minor credit must be passed with a grade of "C" or higher.

B.A. DEGREE IN HISTORY:

Requirements: 192 Credit Hours

GENERAL EDUCATION CURRICULUM: 100 CREDIT HOURS

Communications	Mathematics and Science
Eng 100 or 101 and 102 or 103 8	Mth 100, 103 8
Jou 211 4	Sci 101, 102, 103 12
ST 100 4	—
16	20
Foreign Language	Humanities
101, 102 8	FA 201, and/or 203, and/or ST 205 ... 8
201, 202 8	Phi 201 or, 303 or, 304 4
16	Eng 201, 202 } 12
	Eng 221, 222 } 12
	Eng 230, 231 } 24
Students must complete 16 credits in one language. Those who studied same language in high school are required to take placement tests to determine which course they are prepared to enter.	Student may select 12 qtr. hrs. from Lit courses in or out of sequence.
Social Science	Major
Geo 201 4	His 101, 102 8
Gov 101 4	His 201, 202 and 304 or 305 12
Gov 201, 202 8	History Electives 28
24	48
Psy 101, 201 } 8	Minor
Soc 201, 300 } 24	Electives 24
Student may select 4 hrs. Psy and 4 hrs. Soc or 8 hrs. of either.	Free Electives 20

HISTORY

HIS 101—WESTERN CIVILIZATION

A study of Western culture from pre-historic times to the present with emphasis on political, socio-economic and religious trends in the history of man; a survey of the political, economic, intellectual, and artistic developments of Greece and Rome and their influence on Western Civilization; Medieval Civilization; the Renaissance up to the mid 18th Century. Offered each quarter.

4 qtr. hrs. cr.

HIS 102—WESTERN CIVILIZATION

Continuation of His 101. Offered each quarter.

4 qtr. hrs. cr.

HIS 201—AMERICAN HISTORY

American history through 1865. The discovery of a new continent and the founding of a new nation; nationalism and democracy; the development of the West; the slavery question and the War between the States. Offered each quarter.

4 qtr. hrs. cr.

HIS 202—AMERICAN HISTORY

American history from 1865 to the present; the reconstruction period; the development of the Far West; World Wars I & II; the great depression; social and economic reforms. Offered each quarter.

4 qtr. hrs. cr.

HIS 300—ANCIENT HISTORY

A survey of the Ancient World beginning with the civilizations in the Fertile Crescent and ending with the fall of Rome. Special emphasis will be placed on Hellenic, Hellenistic, and Roman contributions. Offered Fall and Summer Quarters, or by announcement.

4 qtr. hrs. cr.

HIS 301—THE MEDIEVAL WORLD

A thorough study of Medieval times including the development of such institutions as modern cities, trial by jury and parliamentary government from the fall of the Empire of the West to the dawn of the modern period. Offered Winter and Summer Quarters or by announcement.

4 qtr. hrs. cr.

HIS 302—RENAISSANCE AND REFORMATION

The period called the Renaissance in Europe formed a distinct epoch of history which differed from the medieval civilization which preceded it and also from the modern civilization that followed. The era called the Reformation depicting the terrific religious upheaval in Western Europe, falls within the Renaissance. Born amid the wars, plagues and economic stagnation of the fourteenth century, the Renaissance died amid similar conditions in the seventeenth century. The period of the Renaissance and Reformation owed much to the medieval period and gave much to the modern period which followed it. This course is designed to acquaint the student with the European background of much that was transported to America. Special attention will be given to the Renaissance in Italy as compared to the northern Renaissance, and also to the different reception given to the Reformation by the various countries of Western Europe.

4 qtr. hrs. cr.

HIS 303—SPAIN AND PORTUGAL TO 1482

The people, economy, religion, and politics of the Iberian peninsula from the time of the Roman conquest to the unification of the Christian kingdoms are studied with special emphasis on the influence of the Moors, the Church, and the theory of Kingship. Offered Fall Quarter, or by announcement.

4 qtr. hrs. cr.

HIS 304—HISTORY OF ENGLAND TO 1688

The formation of the English people and the social, economic, political, and intellectual development of the British Isles to the revolution of 1688. Courses 304 and 305 are of special interest to students majoring in English and to those who plan to study law. Prerequisite: sophomore standing. Offered Winter Quarter or by announcement.

4 qtr. hrs. cr.

HIS 305—HISTORY OF ENGLAND FROM 1688 TO THE PRESENT

Continuation of His 304. Prerequisite: sophomore standing. Offered Spring Quarter or by announcement.

4 qtr. hrs. cr.

HIS 306—COLONIAL AMERICA

From the foundations at Jamestown and Plymouth the student follows the establishment of the thirteen English colonies in the 17th and 18th centuries. The development of local self-government, intercolonial relations, the mother country, maritime affairs, agriculture, social life, and relations with neighboring French and Spanish colonies are among the topics treated. Offered Fall Quarter, or by announcement.

4 qtr. hrs. cr.

HIS 307—CIVIL WAR AND RECONSTRUCTION

Beginning with the Wilnot Proviso the student follows the slavery controversy of the fifties, the election of 1860, and secession. The military aspects of the Civil War are studied in detail and developments behind the line, north and south, are noted. The Reconstruction period with many of its problems still unsolved is covered thoroughly along with political developments to the election of Hayes. Offered Winter Quarter, or by announcement.

4 qtr. hrs. cr.

HIS 308—TWENTIETH CENTURY AMERICA

Topics developed are America as a world power, Progressivism, World War I, Treaty of Versailles, Normalcy, Depression, New Deal, World War II, Fair Deal, Korea, Cold War, New Frontier, and the Great Society. Offered Spring Quarter, or by announcement.

4 qtr. hrs. cr.

HIS 309—HISTORY OF RUSSIA

Russia may be an enigma to most but one who knows her history from the Princes of Muscovy to the Tsars of St. Petersburg and is aware of the forces that have shaped her, Viking, Mongol, Byzantine and Western, is better able to understand her. Offered Fall Quarter, or by announcement.

4 qtr. hrs. cr.

HIS 310—HISTORY OF RUSSIA

Continuation of His 309. Offered Winter Quarter, or by announcement.

4 qtr. hrs. cr.

HIS 311—HISTORY OF THE FAR EAST

An area of the world of increasing importance to the West is the Far East. This course traces the Chinese dynasties from the earliest to the most recent. It also covers cultural developments of China, Korea, and Japan, contact with foreigners and the Orient in two World Wars and modern politics. Offered Spring Quarter, or by announcement.

4 qtr. hrs. cr.

HIS 312—HISTORY OF THE FAR EAST

Continuation of His 311. Offered Fall Quarter, or by announcement.

4 qtr. hrs. cr.

HIS 313—AFRICA IN MODERN TIMES

A course in recent African history. It includes the geography and tribes of Africa with a brief survey of the 19th century imperialism as it affected that continent and special emphasis on the emerging nations of Africa. Offered Winter Quarter, or by announcement.

4 qtr. hrs. cr.

HIS 400—FRENCH REVOLUTION AND NAPOLEON

Modern attitudes have been greatly influenced by the French Revolution. This course begins with the Enlightenment and follows with the Austrian alliance, and ends with a brief glimpse of Europe up to 1815.

4 qtr. hrs. cr.

HIS 401—EUROPE, 1815-1914

This course analyzes the Congress of Vienna and the reactionary movement of the early 19th Century, climaxed by the revolutionary era of the 1840's and the formation of the German and Italian nations. It further examines the political and military results of the German and Italian unifications; the major European states and their alliances; the imperial rivalries in Asia and Africa, and the development of the Balkan crisis that ignited World War I.

4 qtr. hrs. cr.

HIS 402—TWENTIETH CENTURY EUROPE

Despite the rise of new nations, Europe continues to be of prime importance in the affairs of men. The student will study the history of Russia, Germany, the United Kingdom, France, and Italy since the turn of the century with a chance to familiarize himself with such current issues as Berlin, NATO, and the Common Market. Offered Fall Quarter, or by announcement. 4 qtr. hrs. cr.

HIS 403—TUDOR AND STUART ENGLAND

This course analyzes the legacy of the War of the Roses; the rise of absolutism; national unification under Henry VIII; the religious turmoil including the Scottish Reformation and the resistance of English Protestantism to the Catholic Counter-Reformation; and the emergence of England as a world power in the reign of Elizabeth. This part of the course covers period 1485-1603.

The second half of this course covers Stuart England, 1603-1714. It emphasizes the religious, economic and political implications of the controversy between crown and parliament; Cromwell and the Puritan Commonwealth; the Glorious Revolution; and the emergence of parliamentary supremacy. Attention is given to the role of England in the European balance of power and the development of an overseas empire. 4 qtr. hrs. cr.

HIS 404—LATIN AMERICA, THE NATIONAL PERIOD

This course is designed to acquaint the student with the development of contemporary Latin American states. Special attention will be given to the nature and theory of revolution, the founding fathers, international politics in the Revolutions, the fragmentizing of the continents, the Church, the economy, the class structure, and modern political concepts. Offered Fall and Summer Quarters, or by announcement. 4 qtr. hrs. cr.

HIS 405—INTERNATIONAL RELATIONS

This course surveys the development of principles, practices and problems of

the nation-state system; international conflicts are analyzed together with their bases and mechanisms for solution including the Hague Court, League of Nations, United Nations. Various phases of U. S. diplomacy are considered such as the Monroe Doctrine, the Northeast Boundary Agreement, the Ostend Manifesto; Wilson's diplomacy for peace, first with Mexico and then Europe. Present day efforts and accomplishments of the United Nations are especially evaluated.

4 qtr. hrs. cr.

HIS 406—AMERICAN TECHNOLOGY AND BUSINESS I

This course traces the development of early home industry, the beginnings of the factory system and the expansion of business and commerce through the Reconstruction period of U. S. history.

4 qtr. hrs. cr.

HIS 407—AMERICAN TECHNOLOGY AND BUSINESS II

This course traces the rise of technology, the evolution of "Big Business" and the development of the processes of modern industry in the complex economy of today.

4 qtr. hrs. cr.

HIS 421—DIRECTED INDEPENDENT STUDIES

This course is available to a student who is judged able to carry up to an extra four hours in addition to his regular class schedule. Such a student will receive supervisory instruction from a professor in his field, namely in this case, history. The student will take regularly assigned tests based on reading assignments. He may be required to hand in papers on research into events, periods, or personalities in history.

4 qtr. hrs. cr.

HIS 421 A—DIRECTED INDEPENDENT STUDIES

Same as His 421. 1 qtr. hr. cr.

HIS 421 B—DIRECTED INDEPENDENT STUDIES

Same as His 421. 2 qtr. hrs. cr.

HIS 421 C—DIRECTED INDEPENDENT STUDIES

Same as His 421. 3 qtr. hrs. cr.

GOVERNMENT

GOV 101—STATE AND LOCAL GOVERNMENT

Government and the social processes for the various states of the union and for the various local communities.

4 qtr. hrs. cr.

- GOV 201—U. S. GOVERNMENT I

Government and the social process; constitutional foundations of government; political parties; the state and society; citizenship and suffrage; campaigns and elections.

4 qtr. hrs. cr.

GOV 202—U. S. GOVERNMENT II

Forms of government; the congress; the executive division; legislative-executive relations; government finance; subordinate units of government, modern philosophies of government; government of the international community.

4 qtr. hrs. cr.

GOV 203—COMPARATIVE GOVERNMENTS

Communism, Fascism, and Democracy; materialism; strategy and tactics of each

form of government; natural rights recognized in a democracy; democratic liberalism; the democratic way of life.

4 qtr. hrs. cr.

GOV 204—AMERICAN CONSTITUTIONAL DEVELOPMENT

Origins of the Federal Constitution; leading cases in its development by the Supreme Court and the current interpretations; readings and lectures emphasizing the social context of the opinions and their significance in relation to the evolution of American political forces.

4 qtr. hrs. cr.

GOV 205—GOVERNMENTS OF LATIN AMERICA

Special emphasis is given to the governments of the ABC powers with stress on the political theory of government within the Latin frame of reference and the peculiar interpretations of constitutionalism. Offered Winter Quarter, or by announcement.

4 qtr. hrs. cr.



Dr. Drake with (left) Dr. Ichiro Kato (President, Tokyo University, Japan) and Dr. Kyojiro Someya (Dean, Academic Affairs, Waseda University, Tokyo, Japan), attending the 1970 meeting of the International Association of Universities held in Montreal, Canada.



From left to right, R. P. A. Dagher, S.J. (Rector, University Saint Joseph, Beirut, Lebanon); President Masao Kondo (Gakushuin University, Tokyo, Japan); Dr. Drake; and Markku Mannerkoski (Rector, University of Oulu, Finland), attending the 1970 meeting of the International Association of Universities held in Montreal, Canada.

DEPARTMENT OF MATHEMATICS AND NATURAL SCIENCES

In a technological society dominated by facts and figures, it is essential for the prospective graduate to have a solid foundation in mathematics and natural sciences.

Both areas presently function to support the Drake College of Business Administration and the College of Arts and Sciences.

To be certain that general education requirements are fulfilled, students should check specific mathematic and natural science requirements in their degree programs.

Incoming freshmen and transfer students must consult with the Department Chairman or an instructor of mathematics during the orientation and pre-registration period for testing and course placement. Recommendations will then be sent to the student's advisor.

MATHEMATICS

MTH 090—MATHEMATICS TERMINOLOGY

Designed for those students with minimal backgrounds in arithmetic operations and mathematics language. Course will enable the student to solve problems and improve basic skills. New students should consult with the Mathematics Department prior to registration for permission to waive this course.

4 qtr. hrs. cr. (non-transferable)

MTH 100—INTRODUCTION TO COLLEGE MATHEMATICS

Number and numerals. Sets, Venn diagrams. Operating with sets. Properties of operations. Rational and irrational numbers. Open expressions. Solution sets of equations. Application of equations and inequalities. Systems of equations. Solution sets of systems of equations. Factoring. Polynomials. Quadratic equations. Required of all liberal arts majors. Prerequisite: Mth 090 or equivalent.

4 qtr. hrs. cr.

MTH 101—INTRODUCTION TO BUSINESS MATHEMATICS

Fundamental arithmetic operations. Checking computations. Algebraic oper-

ations. Fractions. Solution of equations. Use of formulas. Ratio. Proportion. Percentage. Applications in business. Required of all College of Business Administration students. Prerequisite: Mth 090 or its equivalent.

4 qtr. hrs. cr.

— MTH 102—BUSINESS MATHEMATICS

Income statements. Trade and Cash discounts. Simple interest. Simple discount. Partial payments. Bank discount. Negotiable instruments. Discounting negotiable instruments. Compound interest. Required of all College of Business Administration students. Prerequisite: Mth 101 or its equivalent.

4 qtr. hrs. cr.

MTH 103—INTRODUCTION TO MATHEMATICAL ANALYSIS I

The system of real numbers. Language of sets. Functions. Exponential and logarithmic functions. The trigonometric functions. Required of all majors in liberal arts and Computer Science. Prerequisite: Mth 100 or Mth 101 or their equivalent.

4 qtr. hrs. cr.

**MTH 104—INTRODUCTION TO
MATHEMATICAL ANALYSIS II**

Complex numbers. Theory of equations. Systems of equations. Matrices. Determinants. Binomial theorem. Probability. Sequences. Mathematical induction. Prerequisite: Mth 103.

4 qtr. hrs. cr.

**- MTH 105—INTRODUCTORY
STATISTICS**

Statistical data and statistical methods. Statistical tables. Graphic presentation. Arithmetic and semi-logarithmic charts. Other types of charts. Rates, ratio and percentages. Frequency distribution. Measures of central tendency. Dispersion and skewness. Analysis of time series. Linear correlation. Index numbers. The normal curve. Correlation. Required of all students enrolled in the B.B.A., B.A., and B.S. in Business Education Degree Programs with the exception of Computer Science majors, Economics majors, and Finance majors specializing in Securities. Prerequisite: Mth 100 or 101 or their equivalent.

4 qtr. hrs. cr.

**MTH 201—ANALYTICAL
STATISTICS**

Course provides an introduction to basic techniques for statistical analysis and inference. Topics covered include: measures of central tendency and disper-

sion; frequency distribution; binomial and normal distribution; statistical inference test of hypotheses; and sample survey methods. Required of Computer Science majors, Economics majors, and Finance majors specializing in Securities. Prerequisite: Mth 102 or 103.

4 qtr. hrs. cr.

**MTH 301—MATHEMATICS OF
INVESTMENT AND FINANCE**

Ordinary annuities. Amount of an annuity. Present value of an annuity. Rent of an annuity. Annuity due. Deferred annuity. General annuity. Amortization. Sinking fund. Bonds. Depreciation and depletion. Perpetuity and capitalization. Life annuities. Life insurance. Recommended for all Accounting majors and required for Finance majors specializing in Securities or Insurance. Prerequisite: Mth 102.

4 qtr. hrs. cr.

MTH 311—LINEAR ALGEBRA

Set notation. Real number fields. Single valued mappings. Vectors and Analytic Geometry of Space, Vector Spaces. Linear Transformations and Matrices Sets of linear transformations and Matrices. Characteristic values and vectors of linear transformations. Recommended for majors in Computer Science. Prerequisite: Mth 104.

4 qtr. hrs. cr.

NATURAL SCIENCE

SCI 101—NATURAL SCIENCE

First course in the natural science sequence. Topics discussed include: philosophy of science, basic mathematics review, the metric system, Copernican Revolution, Newtonian mechanics, light energy, heat energy, and basic electricity. Not offered Spring Quarter.

4 qtr. hrs. cr.

SCI 102—NATURAL SCIENCE

The area of emphasis is inorganic chemistry. Topics include: kinetic theory of matter, chemical change, periodic classification of the elements, atomic structure, electron phenomena, and nuclear chemistry. Prerequisite: Sci 101. Not offered Fall Quarter.

4 qtr. hrs. cr.

SCI 103—NATURAL SCIENCE

The area of emphasis is cellular biology. Topics discussed include: biological molecules, cell structure and function, cellular genetics, and cellular interaction. Prerequisite: Sci 102. Not offered Winter Quarter.

4 qtr. hrs. cr.

**SCI 200—INTRODUCTION TO
BIOCHEMISTRY**

Survey of biochemistry, emphasizing the major metabolic activities of living organisms. Prerequisite: Sci 103. Offered Fall Quarter only. Supplemental Fee: \$10.00.

4 qtr. hrs. cr.

SCI 211—GENERAL BIOLOGY

Integrated course emphasizing basic biological principles, genetics, comparative morphology and physiology, and evolutionary relationships of living organisms. Prerequisite: Sci 103. Offered Winter Quarter only. Supplemental Fee: \$10.00. 4 qtr. hrs. cr.

SCI 212—GENERAL BIOLOGY

Continuation of Sci 211. Prerequisite: Sci 211. Offered Spring Quarter only. Supplemental Fee: \$10.00. 4 qtr. hrs. cr.

SCI 301—DYNAMICS OF HUMAN ECOLOGY

Course which deals extensively with man's role in the natural world and the immediate problems of survival he faces. Topics discussed include: overpopulation and birth control, drug usage, health problems and new medical techniques, conservation of land and water resources, hunger versus modern food production techniques, and pollution. 4 qtr. hrs. cr.



Dr. Michael DeBakey receiving honorary Doctorate degree at the 28th Commencement Convocation held on June 7, 1970, at the Parker Playhouse in Fort Lauderdale.

DEPARTMENT OF PHILOSOPHY AND RELIGION

Philosophy is the only academic discipline without limits. Everything is grist for the philosopher's mill. It deals with the entire range of problems related to man, society and the universe. It seeks to probe the growing edge of man's frontiers — ever asking "Why." The fundamental task of Philosophy today is to help Man, corporately as well as individually, formulate the right questions, for without the right questions, there is little hope for the right answers.

Religion is an academic discipline which encompasses the total man. It may be considered to be the link between the finite and infinite, the natural and the supernatural, the universal and the specific, and the physical and the metaphysical. Religion developed to meet the crises of life — from birth to death — ever seeking to give order, meaning and worth to the individual being, directing him to his fullest potential; opening him to the wonder and mystery of the universe. The approach of the department is general rather than doctrinal, lifting up the cultural, literary, and historical perspectives. The University views Religion from a non-denominational point of view believing that in no way should it impede the individual, but rather stands ready to encourage each individual's personal quest for meaning.

PHILOSOPHY

4 PHI 201—INTRODUCTION TO PHILOSOPHY

The objective of this course is to help the student in his personal encounter with the basic philosophical problems as they impinge upon his life. Readings are selected from the whole range of philosophy, listing out problems that are relatively simple, to state them in non-technical language, and to illustrate the methods that seem most useful in discussing them. 4 qtr. hrs. cr.

PHI 202—INTRODUCTION TO PHILOSOPHY

Continuation of Phi 201. 4 qtr. hrs. cr.

PHI 205—GREAT IDEAS

This is a study of the great ideas concerning man and his achievements. The course relates the basic concepts of Truth, Beauty, Goodness, Justice, Knowledge, Reality and Religion as they focus on man and his relations to society today. 4 qtr. hrs. cr.

PHI 301—THE HISTORY OF PHILOSOPHY

A survey course designed to study representative philosophers in Ancient, Medieval and Modern periods.

4 qtr. hrs. cr.

PHI 302—THE HISTORY OF PHILOSOPHY

Continuation of Phi 301. 4 qtr. hrs. cr.

PHI 303—INTRODUCTION TO LOGIC

An introduction to the principles of argument and proof, both deductive and inductive, with attention to the theory of language and communication and to the methods of science. 4 qtr. hrs. cr.

PHI 304—ETHICS

An examination of some representative standards of moral conduct, with attention to their practical application.

4 qtr. hrs. cr.

**PHI 305—THE PHILOSOPHY OF
THE CHRISTIAN FAITH**

The basic concepts of Theology, Anthropology, Christology, Eschatology and the Nature of the Church are presented.

4 qtr. hrs. cr.

Courses primarily for Majors and Minors having at least twelve hours in Philosophy including PHI 201, 202 or 301, 302:

PHI 401—SEMINAR IN PLATO

4 qtr. hrs. cr.

PHI 403—SEMINAR IN ARISTOTLE

4 qtr. hrs. cr.

**PHI 404—SEMINAR IN
MIEVIAL PHILOSOPHY**

4 qtr. hrs. cr.

**PHI 405—SEMINAR IN
MODERN PHILOSOPHY**

4 qtr. hrs. cr.

**PHI 406—CONTEMPORARY
PHILOSOPHY**

A discussion of such present day philosophical movements as pragmatism, positivism, existentialism, and the revival of religion.

4 qtr. hrs. cr.

Courses open to seniors with permission:

**PHI 407—IMMORTALITY AND THE
PROBLEMS OF EVIL**

4 qtr. hrs. cr.

PHI 409—READINGS

(a) American; (b) British; (c) Modern; and (d) Special Problems. These topics will be offered as they are requested.

4 qtr. hrs. cr.

Inter-departmental studies open to students by permission only:

PHI 411—EASTERN THOUGHT

4 qtr. hrs. cr.

**PHI 412—PHILOSOPHY OF
THE ARTS**

4 qtr. hrs. cr.

**PHI 413—PHILOSOPHY OF
RELIGION**

4 qtr. hrs. cr.

**PHI 414—PHILOSOPHICAL BASES
OF POLITICAL IDEALS**

4 qtr. hrs. cr.

RELIGION

**REL 201—INTRODUCTION TO
CHRISTIANITY**

A survey of such basic doctrines as God, Man, Church and Society.

4 qtr. hrs. cr.

**REL 202—INTRODUCTION TO
CHRISTIANITY**

Continuation of Rel 201. 4 qtr. hrs. cr.

REL 203—OLD TESTAMENT

A survey of the history and traditions of Hebrew people.

4 qtr. hrs. cr.

REL 204—NEW TESTAMENT

A survey of the major books of the New Testament.

4 qtr. hrs. cr.

**REL 301—JESUS, THE MAN
AND THE MESSAGE**

An examination of the Jesus of History and the Christ of Faith.

4 qtr. hrs. cr.

REL 302—THE SYNOPTIC GOSPELS

An intensive study of the Synoptic texts.

4 qtr. hrs. cr.

REL 303—CHURCH HISTORY

The rise of the Christian movement through the centuries.

4 qtr. hrs. cr.

REL 304—CHURCH HISTORY

Continuation of Rel 303. 4 qtr. hrs. cr.

REL 321—WORLD RELIGIONS

A study of the major religions of the world.

4 qtr. hrs. cr.

REL 322—CHURCH AND SOCIETY

A sociological study of the form and functions of Christianity.

4 qtr. hrs. cr.

**REL 401—CONTEMPORARY
CHRISTIANITY**

A study of present day theologians and theological issues.

4 qtr. hrs. cr.

REL 405—INDEPENDENT STUDIES

Research in special problems of religion.

4 qtr. hrs. cr.

REL 406—INDEPENDENT STUDIES

Continuation of Rel 405. 4 qtr. hrs. cr.

DEPARTMENT OF PSYCHOLOGY

The study of psychology is always a source of fascination to the student. It is one area of knowledge in which he is at the same time the subject and object under investigation. It affords him the opportunity to delve into the "how" and "why" of human behavior.

Courses in the Department of Psychology are designed to acquaint the student thoroughly with the content and methods of scientific psychology. In addition to the values which psychology gives to the student in understanding the behavior of man and other animals, this program provides a background for advanced studies in such fields as clinical psychology, education, vocational and educational guidance, medicine, personnel work in business and industry — including labor-management relations — law, public relations work, and social work.

All students are required to take the course, PSY 101—Essentials of Mental and Physical Health, which is offered by the Department of Psychology.

A major in psychology consists of a minimum of 48 quarter hours. Psy 201 and 202 are required courses, and Psy 201 is the prerequisite to all advanced courses. In the 300 and 400 level courses, 40 quarter hours are required to complete this major.

A minor in psychology consists of a minimum of 24 quarter hours, including 16 quarter hours at the 300 and 400 level.

All courses taken for major or minor credit must be passed with a grade of "C" or higher.

B.A. DEGREE IN PSYCHOLOGY:

Requirements: 192 Credit Hours

GENERAL EDUCATION CURRICULUM: 100 CREDIT HOURS

Communications

Eng 100 or 101 and 102 or 103	8
Jou 211	4
ST 100	4
	16

Student must complete 16 credits in one language. Those who studied same language in high school are required to take placement tests to determine which course they are prepared to enter.

Foreign Language

101, 102	8
201, 202	8
	16

Mathematics and Science

Mth 100, 103, 105	12
Sci 101, 102, 103	12
	24

Humanities	
FA 201 and/or 203 and/or ST 205	8
Phi 201, or 303, or 304	4
Eng 201, 202	} 12
Eng 221, 222	
Eng 230, 231	

Soc 201	4
Soc 300	4
	<hr/> 24

Student may select 12 qtr. hrs. from Literature courses in or out of sequence.

Social Science	
His 101, 102	8
Geo 201	4
Gov 101	4

Major	
Psy 201, 202	8
Psy Electives	40
	<hr/> 48

Minor	
Electives	24
Free Electives	<hr/> 16

PSYCHOLOGY

PSY 101—ESSENTIALS OF MENTAL AND PHYSICAL HEALTH

The main factors of mental and physical health that influence our effectiveness in life, business, and marriage are stressed in this course, which serves to answer the repeated questions of students concerning the effects of hallucinogenic drugs, alcohol, smoking, etc., on mental and physical efficiency, the function of the nervous system and sense organs in our daily work and play, with suggestions concerning disease prevention, proper nutrition, and exercise, and a balanced life of work, play, love, and spiritual involvement. Offered each quarter. 4 qtr. hrs. cr.

PSY 201—PRINCIPLES OF GENERAL PSYCHOLOGY

Introductory course designed to provide an understanding of human behavior through study of psychological measurement, perception, learning, memory, motivation, emotion, testing, personality, and specialized areas in psychology with the exception of Psy 101. Offered each quarter. 4 qtr. hrs. cr.

PSY 202—APPLIED PSYCHOLOGY

Lectures and discussions of the application of psychology to such fields as business and industry, medicine, related health services, education, engineering, vocational guidance, personnel work, and others. Offered each quarter.

4 qtr. hrs. cr.

PSY 301—HUMAN RELATIONS

This course is designed specifically for future business leaders, whose duties may include the training of supervisors and foremen in the new, effective techniques of democratic (as opposed to authoritarian) leadership through discussion methods in which employees have a say in their destiny, in problem-solving, and in the choice of equipment and methods they employ; role-playing; and non-directive counseling, as used by supervisors with disturbed workers. Offered each quarter. 4 qtr. hrs. cr.

PSY 304—EXPERIMENTAL PSYCHOLOGY

Scientific psychological experimentation consists of these kinds of activities: the formulation and selection of a problem for investigation, making observations and collecting facts relevant to the problem, the processing and analysis of facts, the explanation and analysis of data, and finally, the reporting and communication of conclusions. Class lectures, demonstrations, and laboratory experiments enable the student to learn and apply the scientific method in psychological research. Offered Winter Quarter, or by announcement. 4 qtr. hrs. cr.

PSY 305—EXPERIMENTAL PSYCHOLOGY

Continuation of Psy 304. Offered Spring Quarter, or by announcement. 4 qtr. hrs. cr.

PSY 306—PSYCHOLOGY OF LEARNING

What actually takes place during the process of learning is becoming better understood. Psychologists assume that certain changes occur in man's central nervous system, but these changes have not as yet been fully identified. Even so the facts of learning are among the basic facts of human behavior. The kinds of learning which man displays, and are studied in this course, are: trial and error learning, rote learning, conditioned response, reasoning plus insight, and creative problem-solving. Through an evaluation of current learning theories and their supportive research, the student acquires a deep appreciation of this highly complex form of human behavior. Offered Fall Quarter, or by announcement. 4 qtr. hrs. cr.

***PSY 308—PSYCHOLOGY AND ALCOHOLISM**

An introduction to the extent and scope of alcohol problems. A study of the various patterns of alcoholism and their addictions. Prerequisite: Psy 201. Offered by announcement. 4 qtr. hrs. cr.

***PSY 309—PSYCHOTHERAPY FOR ALCOHOLISM**

The role of psychology in the control and treatment of alcoholism; causative factors and their treatment. Prerequisites: Psy 201 and Psy 308. Offered by announcement. 4 qtr. hrs. cr.

*Psy 308 and Psy 309 are offered under the joint endeavor of Fort Lauderdale University and the Broward County Commission on Alcoholism.

PSY 315—CHILD PSYCHOLOGY

A survey of theory and research on growth and behavior from infancy through adolescence. Emphasis will be placed on how motor, intellectual, social, and emotional behaviors are learned. Offered Winter and Summer Quarters, or by announcement. 4 qtr. hrs. cr.

PSY 316—EDUCATIONAL PSYCHOLOGY

As compared with some other sciences, educational psychology is relatively young, but the problems with which it deals are very old. Although the Greek philosophers were preoccupied with the improvement of education, it was not until the latter part of the nineteenth century that experimental methods were used to study the learner and the learning process. The course emphasizes the psychological approach to learning theory, methods of evaluation, transfer of training, developmental patterns of pupils, and teacher-student interaction. Offered Spring Quarter, or by announcement. 4 qtr. hrs. cr.

PSY 321—HISTORY AND SYSTEMS OF PSYCHOLOGY

As in any science, slow, steady advances have been made in psychology through the contributions of great men and the interaction of historical forces such as social, political, cultural, and intellectual circumstances. Modern psychology, its origins in philosophy and its evolution into a science, is delineated, following the great man approach from Aristotle to Freud and beyond. Through

such an exposition, the student can better understand the emergence of the various schools and systems of psychology. Offered Fall Quarter, or by announcement.

4 qtr. hrs. cr.

PSY 324—SOCIAL PSYCHOLOGY

By its very nature as a meeting ground between sociology and psychology, its involvement with psychiatry and anthropology, and its bases in biology, this course is most rewarding. The growth of a social personality, the effects of crowd behavior, the development of values and attitudes, the mechanics of group life in general — all these and more come under the scrutiny of this discipline. Offered Winter Quarter, or by announcement.

4 qtr. hrs. cr.

PSY 326—PERSONALITY AND ADJUSTMENT

The human personality is undoubtedly the most complex phenomenon studied by psychology. It is so because in our daily lives, we must continually meet, recognize, and deal with other personalities, anticipate their actions, understand their feelings. Personality theories which underlie the various approaches to psychotherapy are studied in this course. The psychoanalytic, patient-centered, and directive approaches in therapy are examined. Use is made of audio-taped therapy sessions in assisting students to acquire a realistic understanding of psychotherapeutic techniques. Offered Spring Quarter, or by announcement.

4 qtr. hrs. cr.

PSY 402—INDUSTRIAL PSYCHOLOGY

The applications of psychology to business and industry have been important and widespread, involving many different areas of general psychology. Some of these applications have been in the following areas: motivational research, interviewing and evaluation of employees, factors in adjustment and efficiency in work such as employee morale, training, job evaluation, and fatigue. Offered Fall Quarter, or by announcement.

4 qtr. hrs. cr.

PSY 404—ABNORMAL PSYCHOLOGY

This course deals with the most fascinating of topics, the disorganized personality. It explores a wide variety of unusual human experiences ranging from minor maladjustments encountered in daily living to chronic neuroses and psychoses. The latter sometimes requiring prolonged treatment and/or institutionalization. Recorded case studies are audited and discussed by the students and instructor to gain a deeper insight into the nature and treatment of the troubled mind. Offered Winter Quarter, or by announcement.

4 qtr. hrs. cr.

PSY 405—ABNORMAL PSYCHOLOGY

Continuation of Psy 404, with emphasis on the more advanced psychoses, both functional or psychogenic, and physically-caused or organic.

4 qtr. hrs. cr.

PSY 406—PERCEPTION AND SENSATION

Psychologists study perception in an attempt to explain man's observations of the world around him. Each man lives in his own world, for his world is determined in what and how he experiences it. By studying the sensory processes, the organization of visual and auditory experiences, and perceptual anomalies such as illusions, the student comes to a better understanding of "why things look the way they do" to the perceiver. Offered Spring Quarter, or by announcement.

4 qtr. hrs. cr.

PSY 408—INDIVIDUAL DIFFERENCES

Individual differences, intelligence, feeble-mindedness, neurological disorders, conduct problems, social and emotional maladjustments, backward children, superior and gifted children, speech and motor defects, sensory and other topics concerning exceptional children. Offered Fall Quarter, or by announcement.

4 qtr. hrs. cr.

**PSY 412—PSYCHOLOGY OF
EMOTIONAL ADJUSTMENT**

Of particular importance to future executives, this course deals with the problems of adjustment that we all face in this complex world, starting with the common neurotic syndromes and personality disorders, and leading up to the more serious psychoses. The supervisor must recognize symptoms of emotional stress and illness, and where the situation does not demand psychotherapy, he needs to learn how to encourage his employees to adjust to their home and work problems, so that they may remain efficient and reasonably satisfied employees, and not become casualties in the work force. Offered Winter Quarter or by announcement. 4 qtr. hrs. cr.

**PSY 414—PSYCHOLOGICAL TESTS
AND MEASUREMENTS**

One of the principal distinctions between ancient philosophical, or "arm-chair" psychology, and modern scientific psychology is an emphasis on quantitative measurement as a means of acquiring knowledge about human behavior as contrasted to the speculative approach. To describe man's abilities, psychologists have developed measures of intelligence, achievement, aptitudes, interests, and personality. This course examines these types of evaluating instruments and gives the student the opportunity to take, administer, and interpret such tests. Offered Spring Quarter, or by announcement.

4 qtr. hrs. cr.

**PSY 416—PSYCHOLOGY
PRACTICUM**

The student may obtain supervised experience in one of the following fields: working on a research problem of special interest; administering, scoring, in-

terpreting of group tests in the College Counseling Center; or observing and working in a private or public social welfare agency. Offered Fall Quarter, or by announcement. 4 qtr. hrs. cr.

**PSY 418—PHYSIOLOGICAL
PSYCHOLOGY**

Physiological psychologists have made great strides in determining the functions of the various areas of the brain. Some of the most recent and exciting work in this area of psychology relates such psychological processes as reward, punishment, and attention to brain function. The role of the nervous and endocrine systems in sensation, perception, learning, and adjustment is studied. Offered Winter Quarter, or by announcement.

4 qtr. hrs. cr.

**PSY 421—DIRECTED
INDEPENDENT STUDY**

This is private study by the student under supervision of the member of the Psychology Department chosen as his advisor. In arrangement with his advisor, the student selects either library research on a particular topic, or, if appropriate equipment is readily available, original research in human or animal behavior.

4 qtr. hrs. cr.

**PSY 421 A—DIRECTED
INDEPENDENT STUDY**

Same as Psy 421. 1 qtr. hr. cr.

**PSY 421 B—DIRECTED
INDEPENDENT STUDY**

Same as Psy 421. 2 qtr. hrs. cr.

**PSY 421 C—DIRECTED
INDEPENDENT STUDY**

Same as Psy 421. 3 qtr. hrs. cr.

DEPARTMENT OF SOCIOLOGY

Study in the Sociology Department is designed to provide a scientific approach to an understanding of social relations and culture in American society, as well as in other societies. Courses are provided as a general education and as an undergraduate background for persons wishing to pursue careers in sociology, social work, teaching, law, and research in government or private organizations.

A major in sociology consists of a minimum of 48 quarter hours. Soc 201, Introduction to Sociology, or its equivalent, is a prerequisite to all advanced courses in sociology with the exception of Soc 300, Marriage and The Family, and Soc 302, Cultural Anthropology. Soc 202, Social Problems, is required in the 200 level courses. In the 300 and 400 level courses, 40 quarter hours are required to complete this major.

A minor in sociology consists of a minimum of 24 quarter hours, including 16 quarter hours in the 300 and 400 level.

All courses taken for major or minor credit must be passed with a grade of "C" or higher.

B.A. DEGREE IN SOCIOLOGY: Requirements: 192 Credit Hours

GENERAL EDUCATION CURRICULUM: 100 CREDIT HOURS

Communications		Humanities	
Eng 100 or 101 and 102 or 103	8	FA 201 and/or 203 and/or ST 205	8
Jou 211-	4	Phi 201 or 303 or 304	4
ST 100	4	Eng 201, 202	
	16	Eng 221, 222	12
		Eng 230, 231	
			24
Foreign Language		Student may select 12 qtr. hrs. from	
101, 102	8	Literature courses in or out of sequence.	
201, 202	8		
	16		
Student must complete 16 credit hrs. in		Social Science	
one language. Those who studied same		His 101, 102	8
language in high school are required to		Geo 201	4
take placement tests to determine which		Gov 101	4
course they are prepared to enter.		Psy 101	4
Mathematics and Science		Psy 201	4
Mth 100, 103	8		24
Sci 101, 102, 103	12		
	20		
Major		Minor	
Soc 201, 202	8	Electives	24
Soc Electives	40		
	48	Free Electives	20

SOCIOLOGY

SOC 201—INTRODUCTION TO SOCIOLOGY

An analysis of human society: social relations, organizations, and institutions. Serves to acquaint students with the sociological point of view and as orientation and foundation for advanced work in the field. Prerequisite for all courses in sociology except Soc 300, Marriage and The Family, and Soc 302, Cultural Anthropology. Offered each quarter.

4 qtr. hrs. cr.

SOC 202—SOCIAL PROBLEMS

The causes and proposed solutions of such contemporary social problems as: suicides, mental diseases, personal demoralization, delinquency, crime, family disorganization, divorce, minority groups, economic insecurity, war, health, education, population growth, housing, and waste disposal. Offered Fall, Spring, & Summer Quarters, or by announcement.

4 qtr. hrs. cr.

SOC 300—MARRIAGE AND THE FAMILY

Looking forward to marriage; choosing a mate; marriage and family experience with emphasis on its functions, problems, and values. Offered each quarter.

4 qtr. hrs. cr.

SOC 301—URBAN SOCIOLOGY

A study of urban life; population composition; organizations; institutions; social relationships; urban problems; and planning. Offered Fall and Spring Quarters, or by announcement.

4 qtr. hrs. cr.

SOC 302—CULTURAL ANTHOPOLOGY

The origin and the development of different customs of mankind the relationship between the culture of the group and the personality of the individual; and the processes by which customs persist or change. Offered Winter and Summer Quarters, or by announcement.

4 qtr. hrs. cr.

SOC 303—CRIMINOLOGY

The nature of crime and juvenile delinquency; causative factors; apprehending and punishing criminals; penal institutions; modern concepts of treatment; and prevention of crime. Offered Fall and Summer Quarters, or by announcement.

4 qtr. hrs. cr.

SOC 304—RACE AND CULTURE

Racial and ethnic minorities in the United States; social and cultural background; adjustment problems; and future outlook. Offered Winter and Summer Quarters, or by announcement.

4 qtr. hrs. cr.

SOC 305—JUVENILE DELINQUENCY

Background and causative factors; the relation of delinquency to crime; kinds of violations committed by youth; vandalism and gang violence; procedures in handling cases; treatment and prevention. Offered Spring Quarter or by announcement.

4 qtr. hrs. cr.

SOC 306—POPULATION

Demographic factors and social structure; trends in fertility, morality, population growth, migration, distribution, and composition; population problems and policies. Offered Spring Quarter, or by announcement.

4 qtr. hrs. cr.

SOC 307—SOCIAL STRATIFICATION

A study of the dynamics of class and caste, class mobility, power, authority, influence, and prestige in different types of communities.

4 qtr. hrs. cr.

*SOC 308—ALCOHOLISM AND ALCOHOLISM EDUCATION

A practical approach to basic data designed to provide understanding of alcoholism as a community problem. Offered by announcement.

4 qtr. hrs. cr.

*SOC 309—SOCIOLOGICAL INQUIRY: ALCOHOLISM

A survey of the community approach in which the magnitude and complexity

of alcoholism poses a major problem to society. Prerequisite: Soc 308. Offered by announcement. 4 qtr. hrs. cr.

*Soc 308 and Soc 309 are offered under the joint endeavor of Fort Lauderdale University and the Broward County Commission on Alcoholism.

SOC 401—SOCIAL THOUGHT AND THEORY

A study of the most significant social thought and theory of the foremost social thinkers and theorists from ancient times to the present. Offered Spring Quarter, or by announcement.

4 qtr. hrs. cr.

SOC 402—SOCIAL RESEARCH

Methods and techniques of social research including methods of collecting, analyzing, and presenting data. Senior standing is required. Offered Fall and Summer Quarters, or by announcement.

4 qtr. hrs. cr.

SOC 403—SOCIAL RESEARCH PROJECTS

The application of the methods and techniques as learned in Soc 402 (Social Research) to an actual project through student participation in the design and analysis of such a project. Social Research 402 is prerequisite to this course. Offered Spring Quarter, or by announcement.

4 qtr. hrs. cr.

SOC 404—SOCIAL WELFARE OR THE FIELD OF SOCIAL WORK

The organized systems of social services and institutions; the development of social welfare; the present system and organization of social welfare; and social welfare administration. Offered Winter and Summer Quarters, or by announcement.

4 qtr. hrs. cr.

SOC 405—SOCIAL WELFARE PROBLEMS IN AGENCIES AND COMMUNITY SITUATIONS

The student is given the opportunity to work with social problems and needs through an agency or a community situation and to develop skill in social work techniques, organization, and roles. SOC 404 is a prerequisite for this course. Offered Spring Quarter, or by announcement.

4 qtr. hrs. cr.

SOC 406—SPECIAL PROBLEMS

Designed for qualified students to engage in a special sociological experience. Credit and time by arrangement. Open to juniors and seniors with permission of the instructor.

4-8 qtr. hrs. cr.

SOC 410—CONTEMPORARY SOCIAL ISSUES

A discussion of contemporary social issues on a seminar basis; enrollment will be limited to sociology majors and subject to permission of instructor.

2 qtr. hrs. cr.

SOC 421—DIRECTED INDEPENDENT STUDY

Designed for only sociology majors who have a special area of interest not presently included in the curriculum. Open to only seniors with permission of department head.

4 qtr. hrs. cr.

SOC 421 A—DIRECTED INDEPENDENT STUDY

Same as Soc 421. 1 qtr. hr. cr.

SOC 421 B—DIRECTED INDEPENDENT STUDY

Same as Soc 421. 2 qtr. hrs. cr.

SOC 421 C—DIRECTED INDEPENDENT STUDY

Same as Soc 421. 3 qtr. hrs. cr.

DEPARTMENT OF SPEECH AND THEATRE

The Department of Speech and Theatre serves as a support area to the Drake College of Business Administration and, as part of the College of Arts and Science, contributes the liberal bodies of knowledge in the disciplines of Modern and Classical Rhetoric, Communication Theory and both the academic and practical aspects of Theatre.

The beginning course in speech (ST 100) is required of all students at the University. Theatre in Western Culture (ST 205) may be used to fulfill one of the humanities requirements.

ST 100—FUNDAMENTALS OF SPEECH

The principles of modern communication theory are practiced and studied through the preparation and presentation of speeches of different kinds to achieve different goals. Techniques of verbal and non-verbal communication are practiced to achieve clarity and effectiveness in speaking from the public platform and in discussion groups. **4 qtr. hrs. cr.**

ST 110—BUSINESS AND PROFESSIONAL SPEECH

Knowledge in modern communication theory is specifically applied to common business situations. Emphasis is on con-



Dr. Drake with Dr. George Geng (Chairman, Committee on World Education, and from Glassboro State College in New Jersey), attending the 1970 World Congress of The Comparative & International Education Societies held in Ottawa, Canada.

ference techniques, persuasion and the preparation and use of audio-visual aids. Prerequisite: ST 100. **4 qtr. hrs. cr.**

ST 205—THEATRE IN WESTERN CULTURE

The significance of the theatre as an art in our western culture is studied. A survey of plays and theatrical techniques from the pre-Grecian civilizations to the present day. **4 qtr. hrs. cr.**

ST 250—ACTING FUNDAMENTALS

Practice in the use of the body, voice and memory as parts of the actor's artistic instrument. Solo and ensemble acting exercises are required of all students. **4 qtr. hrs. cr.**



From left to right, Dr. Obasanmi Olakanpo (Dean, University of Lagos, Nigeria); Dr. Drake; and Shehu U. Bakari (Federal Ministry of Education, Lagos, Nigeria), attending the 1970 World Congress of The Comparative & International Education Societies held in Ottawa, Canada.

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 A.B., M.A., M.L.L., J.D., University of Miami
- ZULAUF, Raymond H. *Chairman, Department of Accounting*
 C.S.B., Detroit Business University *and Associate Professor*
 B.B.A., M.B.A., University of Michigan *of Accounting*
 C.P.A., State of Michigan

PART-TIME FACULTY

- BONANNO, Alfred W. *Sociology*
 B.A., M.A., Columbia University
- BOSCO, Joseph I. *Modern Foreign Language*
 A.B., Detroit City College
 A.M., Wayne University
 D.C.S., Drake College of Florida
- CAMPBELL, Bernard *English*
 B.A., King College
 M.A., S.W. Texas State Teacher's College
- CAVENDISH, Thomas *Music*
 B.M., West Virginia University
 M.M.Ed., Ph.D., Florida State University
- CUESTA, Armando, E. *Computer Science*
 B.S.M.E., M.S.E.E., Villanova University
- GREEN, Russell *Art*
 B.S., University of Louisville
 M.Ed., Florida Atlantic University
- HARNER, W. Holt *Science*
 B.S., Wesleyan College, West Virginia
 M.S. Ohio State University
- HAMILTON, Terry W. *Science*
 B.Ed., University of Miami
 M.A., Appalachian State University
- HOMAN, John *Photography*
 B.S., Rollins College
- KENT, William E. *Management*
 B.S., Florida State University
 M.B.A., Michigan State University
- MARTENS, Frank *Real Estate*
 B.B.A., Northeastern University
 M.A., University of Florida
- MURPHY, M. James *Real Estate*
 B.A., St. Anselm's College
- NICHOLS, Donald C. *Speech*
 B.A., Westmar College
 M.A., Temple University
- TRESCA, Ina M. *English*
 A.B.E., Florida State University
 M.A., Florida Atlantic University

Committee Memberships

Committee on Academic Affairs: Ex-officio administrator, Vice President for Academic Affairs; Director of Library Services; Dean of the Graduate School; Dean of Student Affairs; three Faculty members; and one student member, elected by the Student Academic Affairs Committee.

Standing Committee

Committee on Admissions and Appeals: Ex-officio administrator, Registrar or Director of Admissions; Director of Guidance; Vice President for Academic Affairs; and three Faculty members.

Standing Committee

Committee on Alumni Affairs: Ex-officio administrator, Director of Alumni Affairs; Dean of Student Affairs as ex-officio member; Director of Development and University Relations; three Faculty members; and one student member.

Ad Hoc Committee

Committee on Business Affairs: Ex-officio administrator, Vice President for Business and Financial Affairs; Director of Maintenance; Dean of Student Affairs; Director of Student Activities; Controller; and three Faculty members.

Standing Committee

Committee on Commencement Affairs: Ex-officio administrator, Vice President for Academic Affairs; Chairman of the Academic Affairs Committee as ex-officio member; the Director of Admissions; Director of Student Affairs; three Faculty members; and two student members.

Ad Hoc Committee

Committee on Continuing Education: Ex-officio administrator, Director of Continuing Education; Chairman of the Academic Affairs Committee as ex-officio member; Dean of the Graduate School; three Faculty members; and one student member.

Called Committee

Committee on Curriculum and Instruction: Ex-officio administrator, Chairman of the Academic Affairs Committee; Vice President for

Academic Affairs as ex-officio member; Assistant Registrar; Director of Student Activities; five Faculty members; and two student members.
Called Committee

Committee on Dormitory Affairs: Ex-officio administrator, Director of Housing; Dean of Student Affairs and Director of Student Activities, ex-officio members; Vice President for Business and Financial Affairs; Director of Maintenance; two Faculty members; and three student members.
Called Committee

Committee on Faculty and Staff Hospitality and Social Affairs: Ex-officio administrator, Vice President for Academic Affairs; Vice President for Business and Financial Affairs; four Faculty and Staff members.
Ad Hoc Committee

Committee on Financial Aid: Ex-officio administrator, Director of Financial Aid; Dean of Student Affairs as ex-officio member; Assistant Registrar; three Faculty members; and one student member.
Called Committee

Committee on Instructor Evaluation: Ex-officio administrator, Chairman of the Academic Affairs Committee; Vice President for Academic Affairs as ex-officio member; Dean of the Graduate School; Registrar; three Faculty members; and two student members.
Ad Hoc Committee

Committee on Library and Learning Resources: Ex-officio administrator, Director of Library Services; Chairman of the Academic Affairs Committee as ex-officio member; Vice President for Business and Financial Affairs; Director of Student Activities; three Faculty members; and two student members.
Called Committee

Committee on Staff and Program Development: Ex-officio administrator, Chairman of the Academic Affairs Committee; Vice President for Academic Affairs as ex-officio member; Dean of the Graduate School; Dean of Student Affairs; Director of Development and University Relations; three Faculty members; and one student member.
Called Committee

Committee on Student Academic Affairs: Ex-officio administrator, Chairman of the Academic Affairs Committee; and eleven student members to be selected by the faculty from each of the academic departments.
Called Committee

Committee on Student Activities: Ex-officio administrator, Director of Student Activities; Dean of Student Affairs as ex-officio member; and five student members.
Called Committee

Committee on Student Affairs: Ex-officio administrator, Dean of Student Affairs; Director of Student Activities as ex-officio member; three Faculty members; and four student members.
Standing Committee

Committee on Student Publications: Ex-officio administrator, Director of Student Activities; year-book advisor and newspaper advisor as ex-officio members; Director of Development and University Relations; two Faculty members; and four student members.
Called Committee

Council of Academic Department Chairmen: Council Chairman is the Vice President for Academic Affairs; this committee is composed of the Chairmen of academic departments.
Standing Committee

Council of Administrative Department Heads: Council Chairman is the Vice President for Business and Financial Affairs; this committee is composed of the heads of administrative departments.
Standing Committee

Sub-Committee on Student Activities Athletics: Ex-officio administrator, Director of Athletics; Dean of Student Affairs and Director of Student Activities as ex-officio members; Head Coach; two Faculty members; and four student members.
Ad Hoc Committee

Sub-Committee on Student Activities Awards: Ex-officio administrator, Director of Student Activities; Dean of Student Affairs and Coordinator of Athletics as ex-officio members; Director of Development and University Relations; Vice President for Business and Financial Affairs; two Faculty members; and three student members.

Ad Hoc Committee

Sub-Committee on Student Activities Budget: Ex-officio administrator, Director of Student Activities; Dean of Student Affairs as ex-officio member; Director of Guidance; Director of Athletics; two Faculty members; and five student members.

Ad Hoc Committee

Sub-Committee on Student Activities Program Development: Ex-officio administrator, Director of Student Activities; Dean of Student Affairs as ex-officio member; Director of Development and University Relations; two Faculty members; and four student members.

Ad Hoc Committee

Committee on University Development and Community Relations: Ex-officio administrator, Director of Development and University Relations; Vice President for Business and Financial Affairs; Vice President for Academic Affairs; Dean of Graduate School; Dean of Student Affairs; Registrar; Director of Continuing Education, seven Faculty members; and two student members.

Standing Committee



From left to right, Professor G. A. Denissenko (Moscow Institute of Foreign Languages, U.S.S.R.); Mikhailo U. Biley (Rector, Kiev Shevchenko State University, U.S.S.R.); Professor I. M. Ternov (Pro-Rector, Moscow State University, U.S.S.R.); and Dr. Drake, attending the 1970 meeting of the International Association of Universities held in Montreal, Canada.



From left to right, Dr. Francisco T. Dalupan (President, University of the East, Manila); Dr. Belen E. Guttierrez (President, Philippine Women's University, Manila); and Dr. Drake attending the 1970 meeting of the International Association of Universities held in Montreal, Canada.

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Circuit Judge County Court House

Gifts and Bequests

Gifts and bequests to Fort Lauderdale University may be given for general purposes or may be given for specific purposes including scholarships and professorships, buildings, equipment, or permanent endowment.

The corporate name of the University is Fort Lauderdale University. It is an accredited non-profit educational institution chartered under the laws of the State of Florida and is located in Fort Lauderdale, Florida. Gifts to the university are deductible in determining the donor's income or estate taxes, subject only to the usual limitations concerning gifts to charitable corporations.

The following suggested forms are presented for the information of those desiring to include the university in their wills:

Unrestricted Bequest

I give and bequeath to Fort Lauderdale University the sum of dollars for the general uses and purposes of the university. (Variations of this form may be made for gifts of property, securities, or other valuables.)

Residuary Bequest

I give and bequeath all the rest, residue, and remainder of my estate, real and personal, to Fort Lauderdale University for the general uses and purposes of the university.

Bequest for General Endowment or Specific Purpose

I give and bequeath to Fort Lauderdale University the sum of dollars to be added to the general endowment funds of the university (or to be used for the following purpose:).

Life insurance is another way by which gifts may be made to Fort Lauderdale University. Such insurance may be assigned to the university in whole or in part or the university may be designated as a beneficiary.

The preparation of any assignment or designation should be done only with the advice of legal counsel. Fort Lauderdale University is prepared to assist the donor or donor's counsel in assuring that specific wishes are met.

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