

*College of the Sequoias*

*Visalia, California*



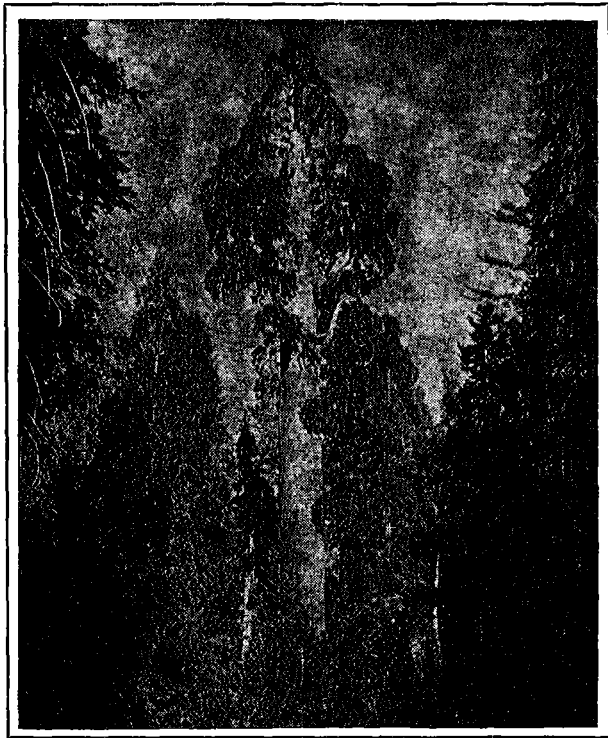
**CATALOGUE**

**1952 - 1953**



COLLEGE OF THE SEQUOIAS  
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*College of the Sequoias*  
**Catalogue 1952-1953**



A Sequoia Gigantea

College of the Sequoias Junior College District  
VISALIA, CALIFORNIA

Published by  
BOARD OF TRUSTEES



## TABLE OF CONTENTS

College Calendar for 1952-1953.....	5
Board of Trustees.....	6
Officers of Administration.....	6
Faculty .....	7
General Information.....	10
Organization and Administration.....	10
Counseling and Guidance.....	10
Curricula .....	11
Student Organizations.....	11
Student Activities.....	12
Veterans' Education.....	12
Expenses .....	12
Student Health Service.....	12
Living Accommodations.....	13
Employment .....	13
Library .....	13
Loans, Scholarships, and Awards.....	13
General Regulations.....	16
Admission .....	16
Matriculation Deficiencies.....	16
Registration .....	16
Amount of Work.....	16
Scholarship Honors.....	16
Placement Tests.....	17
Physical Education Requirements.....	17
Conduct .....	17
Attendance .....	17
Leave of Absence.....	17
Withdrawals from Course or College .....	17
Units and Grade Points.....	18
Grades .....	18
Requirements for Graduation.....	18
Plan One.....	18
Plan Two.....	19
Lower Division Requirements in California Colleges and Universities.....	21
University of California at Berkeley.....	21
Stanford University.....	22
University of Southern California.....	23
California State College (Fresno, San Jose).....	24

Suggested Programs in Specialized Fields of Study.....	26
Agriculture .....	26
Commerce .....	29
Dentistry, Medicine and Pharmacy.....	32
Home Economics.....	33
Nurses' Training.....	35
Police Training.....	37
Trades and Industries.....	27
A. Building Trades.....	27
B. Metal Trades.....	29
Description of Courses.....	39
Agriculture .....	39
Art .....	40
Commerce .....	44
Education .....	49
Engineering .....	49
English .....	50
Speech Arts .....	52
Foreign Languages .....	54
Home Economics .....	55
Hygiene .....	57
Library Science .....	57
Mathematics .....	57
Music .....	59
Philosophy .....	60
Photography .....	61
Physical Education .....	61
Police Training .....	63
Pre-Flight Courses .....	64
Psychology .....	65
Science .....	65
Social Science .....	71
Trades and Industries .....	72
Extended Day Program .....	76

# CALENDAR 1952 - 1953

## FIRST SEMESTER

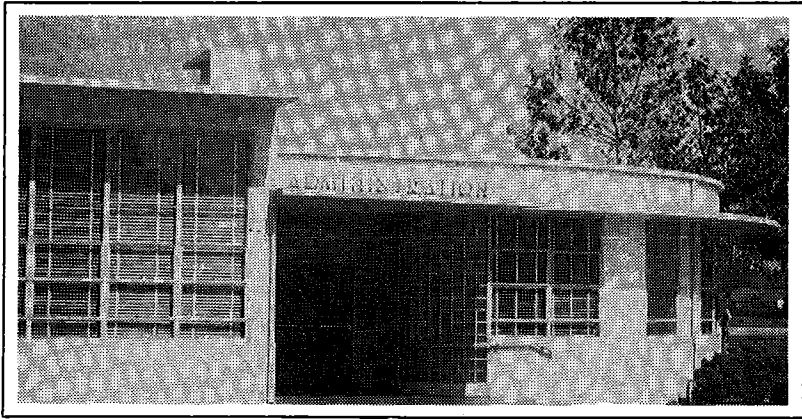
September 8, 1952 — January 30, 1953

September 2	- - - - -	Placement Tests
September 2-6	- - - - -	Student Conferences
September 6	- - - - -	General Faculty Meeting
September 8	- - - - -	Registration — All Students
September 9	- - - - -	Class Instruction Begins
October 17	- - - - -	Last Day to Drop Courses Without Penalty
October 22, 23, 24	- - - - -	Teachers' Institute
November 27-28	- - - - -	Thanksgiving Vacation
December 19 - January 5	- - - - -	Christmas Vacation
January 23, 26, 27, 28, 29	- - - - -	Semester Examinations
January 30	- - - - -	End of First Semester

## SECOND SEMESTER

February 2, 1953 — June 12, 1953

January 17	- - - - -	Placement Tests
January 29, 30	- - - - -	Counseling of New Students
February 2	- - - - -	Registration of All Students
February 3	- - - - -	Class Instruction Begins
March 13	- - - - -	Last Day to Drop Courses Without Penalty
March 27 - April 6	- - - - -	Easter Vacation
May 30	- - - - -	Memorial Day
June 8, 9, 10, 11, 12	- - - - -	Semester Examinations
June 12	- - - - -	End of Second Semester
June 14	- - - - -	Commencement



## BOARD OF TRUSTEES

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JOHN S. HANSEN, Dean of Students

ELIZABETH M. STEWART, Dean of Women

ROBERT V. RODGERS, Counselor

WILLIAM C. MCKINNEY, JR.  
Director Extended Day Program

AGNES STROM, Registrar



## F A C U L T Y

BRYANT, A. E.	- - - - -	Science
A. B., M. A., University of California		
CLEVELAND, WILLIAM R.	- - - - -	Science
B. S., M. S., California Institute of Technology		
CORBETT, MAURICE	- - - - -	Speech, Drama
A. B., University of California		
CROOKSHANKS, IVAN	- - - - -	Superintendent
A. B., M. A., Redlands University; Ed. D., University of California		
CUNNINGHAM, WILLIAM	- - - - -	Science
S. B., University of Chicago; A. M., University of Illinois		
FINNI, MILDRED HOLLIS	- - - - -	Home Economics
A. B., San Jose State College		
FISCHER, HAROLD L.	- - - - -	Social Science
B. A., University of Wisconsin; M. A., University of Southern California		
FOTIAS, C. A.	- - - - -	Spanish
A. B., M. A., University of Michigan		
FRITZ, IRVING	- - - - -	Music
A. B., College of the Pacific		
GIBSON, TED AUBREY	- - - - -	Social Science
B. A., University of Iowa; M. A., University of Southern California		
GIST, MARRS	- - - - -	Agriculture
B. S., Oregon State College		
GUARISCO, JOSEPH A.	- - - - -	Building Trades
HANKEY, RICHARD O.	- - - - -	Police Training
A. B., University of California		
HANSEN, JOHN S.	- - - - -	Physical Education
A. B., Fresno State College; M. A., Stanford University		
HATCHER, GWENDOLYN N.	- - - - -	English
B. S., Southeast Missouri State College; M. A., University of Michigan		
JENSEN, BRUCE F.	- - - - -	Agriculture
B. S., University of California		
JOST, ERWIN	- - - - -	German, English
A. B., San Jose State College; M. A., Stanford University		
KILER, FRANK O.	- - - - -	Metal Trades
A. B., Santa Barbara State College		
KNIGHT, FRED V.	- - - - -	Agriculture
B. S., Oklahoma Agricultural and Mechanical College		
LAPIKE, NATALIE	- - - - -	Librarian
A. B., University of California		
LINN, JOHN H.	- - - - -	Commerce
A. B., M. A., San Francisco State College		

- McCULLEY, KATHERINE - - - - - Psychology  
A. B., Pomona College; A. M., University of California
- McKINNEY, WILLIAM C., JR. - - - - - Social Science  
A. B., Saint Mary's College; M. A., University of California
- MURRAY, THOMAS - - - - - English, Philosophy  
A. B., Seattle Pacific College; M. Th., Berkeley Divinity School;  
Ph. D., Yale University
- MYERS, DOROTHY - - - - - Commerce  
B. B. A., University of Washington;  
M. S., University of Southern California
- PAPAC, BETTY - - - - - Physical Education  
A. B., Fresno State College
- RANEY, DONALD C. - - - - - Science  
A. B., San Jose State College; M. A., Stanford University
- RAPHAEL, HOWARD L. - - - - - Mathematics, Science  
A. B., University of California at Los Angeles
- REID, WILLIAM L. - - - - - Science  
A. B., Fresno State College
- RODGERS, ROBERT V. - - - - - Counseling  
A. B., University of Southern California; M. A., Claremont Colleges
- ROULEAU, ALICE G. - - - - - Art  
A. B., M. A., University of California
- RUSSELL, JO A. - - - - - Art  
A. B., A. M., Oklahoma Agricultural and Mechanical College
- SCHOR, IRVING M. - - - - - Science  
A. B., New York University; M. S., University of Virginia;  
M. D., Medical College of Virginia
- SHIVELY, THORNTON T. - - - - - English  
A. B., Hastings College
- STEWART, ELIZABETH M. - - - - - English, Social Science  
A. B., Denison University; M. A., Ohio Wesleyan University
- STRADER, SPENCER R. - - - - - Agriculture  
A. B., San Jose State College
- STROM, AGNES - - - - - Registrar  
B. S., Armstrong College
- TAYLOR, ROY D. - - - - - Physical Education, Hygiene  
A. B., Fresno State College
- THOMPSON, LEWIS A. - - - - - Commerce  
A. B., University of Nebraska; M. A., University of California at  
Los Angeles
- WESTON, SUE E. - - - - - Home Economics  
A. B., Oklahoma Baptist University; M. Ed., Oklahoma University
- WILHELMSSEN, P. - - - - - Physical Education  
A. B., Fresno State College

WILLIAMS, LAWRENCE J.	- - - - -	Mathematics
B. S., M. S. C. E., University of Washington		
WILLIAMS, STEWART	- - - - -	Agriculture
A. B., University of California		
WILLIAMSON, JACK E.	- - - - -	Physical Education, Speech
To be Appointed	- - - - -	Commerce
To be Appointed	- - - - -	Journalism

# GENERAL INFORMATION

## THE COLLEGE

The college was established by the Visalia Union High School Board of Trustees as Visalia Junior College in 1925, and offered the first post-high school instruction to students of this area beginning September, 1926. College classes were housed in the Visalia Union High School plant until September, 1940. At that time the college moved to its own fifty-acre campus southwest of Visalia where new buildings had been completed. Remodeled buildings from Minter Field provide a cafeteria, student union, guidance center, and classrooms.

On January 18, 1949, the voters of the Tulare Union High School District and the Visalia Union High School District elected to organize the areas in those two high school districts into a junior college district. During the spring the students voted on a name for the newly-formed junior college district. From the names suggested by the students, the board of trustees chose the name College of the Sequoias.

On January 18, 1950, the voters within the Exeter Union High School District and the Woodlake Union High School District voted to join the College of the Sequoias District.

On September 19, 1950, the voters within the Lindsay Unified School District voted to join the College of the Sequoias District.

College of the Sequoias serves an area of more than three thousand square miles in the heart of the San Joaquin Valley. Its offerings include an educational program for students who plan to continue their education at a university or state college, or who desire further general education, as well as terminal courses for specific occupations. The college provides counseling service for all students with special emphasis on vocational problems.

Future plans call for expansion in the vocational fields which now include practical agriculture on the school farm, home economics, building trades, peace officer training, business education, and numerous short term courses for those needing "refresher" work before entering an occupation.

College of the Sequoias with its strategic location, its excellent buildings and facilities, together with a well-trained staff, will continue to serve the youth of this area. Constructive suggestions from students and patrons are always welcome.

## COUNSELING AND GUIDANCE

Counseling and guidance are important aspects of the College program. The counselors and the deans constitute the regular counseling staff. All faculty members participate as advisers, and students are encouraged to consult them on problems concerning their courses.

Specialized counseling services are available from the counseling staff. The purpose of these services is to give students guidance in personal problems and counseling in vocational and educational fields. Professionally-trained counselors use modern scientific personnel methods in assisting students to analyze their aptitudes, interests, abilities, and personality traits. Up-to-date information about vocational training and opportunities is available.

## CURRICULA

Junior college students may be classified into two major groups: those students who are planning to continue their education in four-year colleges or universities and those students who expect to enter some occupation either before or after graduation from junior college. The curricula are designed to meet the needs of the students in both groups.

The degree of Associate in Arts will be granted to the student who completes satisfactorily a two-year course in the field of terminal or general education. Terminal courses, numbered 50 to 100, are offered for students who plan to complete only a two-year program of work. The purpose of these courses is two-fold: (1) cultural courses designed for students who wish to complete a general education in the junior college and to assume immediately their places as active citizens of the community; (2) semi-professional or vocational courses designed for students who wish to enter the business and industrial world after finishing their junior college studies.

The degree of Associate in Arts will be granted to the student who completes satisfactorily a prescribed course of study at this College in which he has accomplished the lower division requirements for the college or university to which he plans to transfer. Students eligible to enter such an institution as freshmen should be able to complete a junior college course in two years, which covers lower division requirements and gives them junior standing. In most instances, such students may transfer to a university at the end of any semester provided their scholarship average for all work undertaken has been of "C" grade or higher.

## STUDENT ORGANIZATIONS

The Associated Students of College of the Sequoias is the official student organization. Upon payment of the activity fee at registration each semester, the student receives a student body card which entitles him to participate in the activities of the organization. The associated students sponsor all activities which concern the student body as a whole, including athletics, publications, social affairs, and assembly programs. Students not only may participate in the activities of the college but may attend all home league games and contests and all social affairs given by the associated students. All students receive the College newspaper, *The Campus*, throughout the year; and if they are registered for both semesters, they receive the annual, *The Koh-Kyo*, without extra charge.

The business of the associated students is carried on by the Executive Board, the members of which are elected by the students.

A number of organizations offer opportunity to the students to associate with groups encouraging special interests and organized extra-curricular activities. These are: Associated Women Students, Associated Men Students, Sans-Souci (French Club), German Club, Spanish Club, Student Christian Association, Newman Club, Sequoia Christian Fellowship, Varsity Club, Commerce Club, Radio Club, Photography Club, Pre-Nurses' Club, International Relations Club, Home Economics Club, Chess Club, Peds (women physical education majors), Sequoia Stumblers (folk dance club), Allied Arts Club, Beta Phi Gamma (honorary journalism fraternity), Delta Psi Omega (national honorary dramatics fraternity), and Alpha Gamma Sigma Scholarship Honor Society.

## STUDENT ACTIVITIES

Student activities of the College include student government, organized athletics, dramatics, publications, music, social affairs, and club meetings.

Every student is urged to affiliate with at least one extra-curricular student group.

**Athletics:** Coliege of the Sequoias is a member of the Central California Junior College Association and has representatives and teams for each athletic activity sponsored by that association. In addition, a strong intra-mural program is maintained.

**Dramatics:** An Experimental Theatre offers the students interested in dramatics an excellent opportunity to participate in the various plays presented throughout the year. Outstanding three-act and one-act plays are selected for presentation. The dramatics class also sponsors an annual one-act play tournament for the high schools of this area.

**Publications:** The College sends out a weekly news letter to approximately 75 newspapers, radio stations, and high schools in this area and sponsors a weekly newspaper, The Campus, an annual, The Koh-Kyo, and a Student Handbook. In addition, the Speech Department, through the class in radio, sponsors a daily campus broadcast of Coliege of the Sequoias' news and interesting news from other colleges.

**Social Affairs:** Student body affairs, under the direction of the social committee, consist of dances, parties, barbecue suppers, picnics and luncheon meetings.

**Music:** The Choir, Mixed Chorus, Quartettes, Trios, Soloists, Band and Orchestra furnish music for assemblies and special occasions.

## VETERANS' EDUCATION

The veteran students and veterans transferring to the College of the Sequoias from some other college under Public Law 346 or Public Law 16 must present an original or supplemental certificate of eligibility. If the certificate is not presented at the time of registration, the veteran will be obliged to pay his activity fee and purchase all books. Cash receipts should be retained and presented to the business office for reimbursement when the certificate has been received by the college.

## EXPENSES

No tuition is charged. An activity fee of eight dollars is payable each semester at the time of registration.

There are no laboratory, gymnasium, library, locker, or shop fees.

Text books and stationery will cost approximately thirty-five dollars a semester. New and used text books and essential stationery supplies may be purchased on the campus at the Associated Students' Store.

## STUDENT HEALTH SERVICE

A public health nurse holds office hours in the gymnasium. Students desiring advice on health problems are free to consult her whenever they desire. The students are urged to make use of this service.

First aid is available at all times.

## LIVING ACCOMMODATIONS

A list of available living quarters for students who are away from home is on file in the Deans' office. Students are required to have such living accommodations approved by the Dean concerned before they make final arrangements. Living in apartments, excepting in the case of married students, is not encouraged by the College.

A veterans' housing project has been set up on the campus. Here married veterans or small groups of single veterans can be accommodated.

## EMPLOYMENT

The College recognizes that one of the tests of its program is the success with which students, graduates and former students meet the requirements of employers. The College has centralized its placement services in the Student Personnel Office. Here all students who are interested in part-time or full-time employment may file special application forms for work. Every effort is made to place students in jobs for which they will be best suited in terms of interest, aptitudes, and past work experience. The College considers that satisfactory part-time work experience is an important part of the vocational adjustment of students, and the Student Personnel Office, whenever possible, places applicants where the experience will be most beneficial.

Students who wish to work in private homes for room and board should consult the Dean of Women or the Dean of Students. No definite arrangements may be made by correspondence since a personal interview is always necessary.

## LIBRARY

The library has seating room for 125 persons. The <sup>11,500</sup>9,000 volumes which have been carefully selected meet the requirements of the curricula and recreational reading needs of students and faculty. Books in demand are placed on reserve for period and overnight use. The book collection is supplemented by loans from the State Library. About 125 current periodicals and newspapers are received regularly.

## LOANS, SCHOLARSHIPS, AND AWARDS

Small temporary loans are available for College students. Applications should be made directly to a Dean.

A substantial sum has been made available as a loan fund for students who need financial assistance to complete their education at an institution of higher learning. A requirement is that the applicant have completed at least one year's work at College of the Sequoias or two years' work if this College offers a satisfactory two-year curriculum for the student's major.

Application for such loans should be made through the Dean of Women or the Dean of Students to the trustees of the Fund.

A faculty committee encourages students of unusual academic ability who desire to apply for scholarships to four-year colleges and universities, and assists them in making such applications.

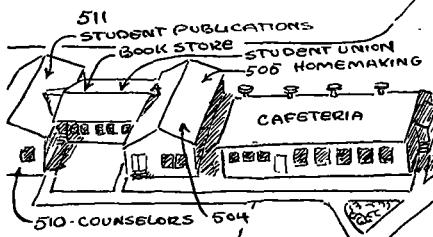
Local organizations generously make available scholarship awards to College of the Sequoias' students of superior scholarship, good character, and definite objectives who wish to continue their advanced studies in a senior college or university or specialized school. Awards are made on a competitive basis by a committee selected by the organization granting the award.

These organizations are: Sequoia Branch of the American Association of University Women, the Soroptimist Club of Visalia, and Delta Kappa Gamma.

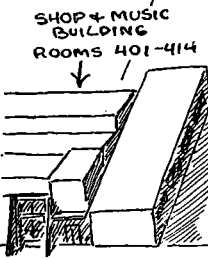
### **EXTENDED DAY COURSES**

The Extended Day Program is described in detail beginning on page 76.



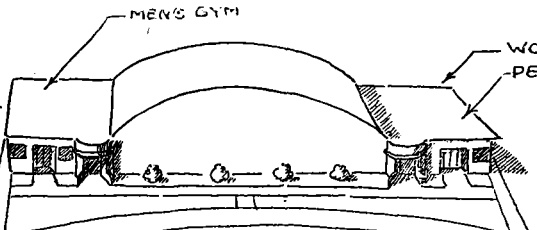


PARKING LOT

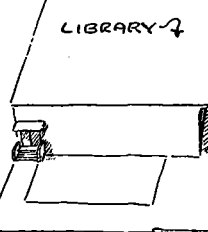
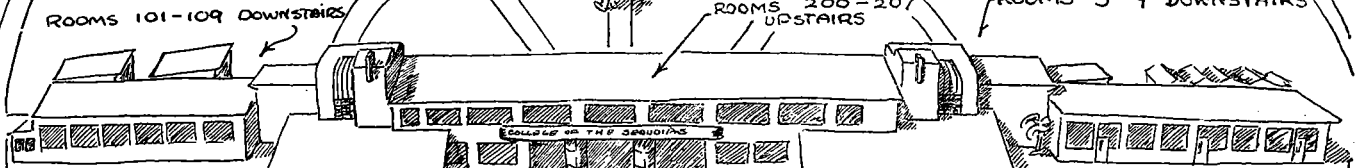


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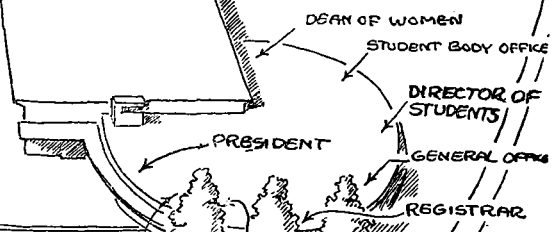
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COLLEGE OF THE SEQUOIAS  
 CAMPUS



ROOMS 1 & 2



25  
 40

# GENERAL REGULATIONS

## ADMISSION

Graduates of any high school may be admitted to this College, and such other persons over eighteen years of age as may be approved for admission by the administration.

Applicants for admission should secure personnel data blanks from the office of the registrar. Registration may not be completed until such blanks have been filled out and returned to the registrar. Transcripts of high school records should be on file in this office sufficiently early to be evaluated by registration day.

Students from institutions of collegiate rank may be admitted with advanced standing upon the presentation of transcripts from such institutions subject to approval by the administration of College of the Sequoias.

## MATRICULATION DEFICIENCIES

In the case of an applicant not eligible for clear admission to a standard college or university at the time of his entrance to junior college, deficiencies in both subject and grade requirements for such admission may be removed in the junior college.

The College offers, in addition to the regular courses, intensive one-semester courses in both first-year algebra and plane geometry which carry no transfer credit.

Repetition of a college course for the purpose of removing a grade deficiency is permissible only in a case where the student has received a grade below "C".

## REGISTRATION

Students are urged to register on the specified days. Late registration retards the progress not only of the student himself but of every class to which he may be admitted.

Only under extraordinary circumstances will registration be permitted after the end of the second week of class work.

It is essential that a transcript of the student's high school record be on file in the office of the Registrar before registration day.

## AMOUNT OF WORK

The normal requirement for a College schedule comprises sixteen units of work. No student will be granted credit in excess of seventeen and a half units a semester, except in the case of a student of proved ability who needs additional units to complete required work for graduation.

## SCHOLARSHIP HONORS

At the end of each semester, grade point averages are computed to determine the students with thirty or more grade points. This scholastic record entitles the student to temporary membership in Alpha Gamma Sigma, California Junior College Honor Society. Not over ten percent of the members of each graduating class may become permanent members. Permanent members must have earned a total grade point average of not less than 2.3 and have been temporary members for three semesters. At Commencement they are awarded the Alpha Gamma Sigma pins and certificates and graduated with honors.

## PLACEMENT TESTS

Placement tests are given in May, September, and January of each year in English, shorthand, typewriting, and choir.

For those who wish to take courses in English or speech, the English test is given to determine the placement of the student in the various English courses. A "C" grade in the test is required for admission to the basic courses, such as English 1a, English 10a, Speech 1a, and Commerce 60b.

For those who have had previous training in either shorthand, typewriting, or both, tests are given to determine the placement of the students in the various shorthand and typewriting classes.

## PHYSICAL EDUCATION REQUIREMENTS

All students carrying over eight units of work and under twenty-five years of age are required by an act of the state legislature to enroll in the regularly prescribed courses in physical education for four semesters.

## CONDUCT

Students are expected to set and observe among themselves a proper standard of conduct. Failure to show such respect for order, morality, and personal honor as is expected of good citizens may be sufficient cause for removal from the College.

## ATTENDANCE

Regularity of attendance is fundamental to satisfactory progress in the College. The financial support of the school is based upon the daily attendance of the students. Every student therefore should assume the responsibility of regular attendance, not only because he can work more effectively, but also because his attendance assures the financial support which enables the institution to provide better facilities for all students.

Registration and enrollment in classes in this college pre-suppose that recitations, lectures, and laboratory sessions will be attended regularly. Attendance is a matter between the instructor and the student. If continued absence requires disciplinary action, the matter will be brought to the attention of the Dean of Students or the Dean of Women.

## LEAVE OF ABSENCE

Students finding it necessary to be absent for one week or more are instructed to file with the proper dean a request for leave of absence stating the reason for the absence. Favorable action upon the request will insure an opportunity to make up the classes missed without loss of credit. No leaves of absence will, however, relieve the student from the necessity of completing all the work of each course to the satisfaction of the instructor.

Absences to represent the school will be officially excused if students present to their instructors, in advance, requests for each absence filled out on the proper forms and signed by the Dean concerned.

## WITHDRAWALS FROM COURSE OR COLLEGE

Students desiring to withdraw from a course or from College should complete and file the proper request with the Dean. Requests filed before the end of the sixth week of the semester will enable the student to withdraw without prejudice to his standing. After this period a student may be permitted to drop a course without prejudice, only under such circumstances as are considered by the Administration to be beyond the student's control.

At this time he will receive "wp" in the course if his work is satisfactory, "wf" if his work is unsatisfactory.

## UNITS AND GRADE POINTS

All College work is measured in terms of both quantity and quality. The measure of quantity is the unit and the measure of quality is the grade point.

High school courses for which credit was received in high school may be repeated as remedial work in College for improvement in grade, but no College credit will be granted for such work.

For purposes of graduation or transfer to other collegiate institutions, it is necessary for the student to obtain the same number of grade points as units for all work accomplished, which is the equivalent of a "C" average.

Grade points will be awarded as follows: Grade A, three points per unit; B, two; C, one; D, none.

## GRADES

A, B, C, and D are passing grades, corresponding to excellent, good, average, and barely passed; F, failure. An incomplete (inc.) grade will be given only with the special approval of the Dean. This approval will be given only in cases of illness or other circumstances beyond the student's control and will indicate that the student is entitled to all grade points upon satisfactory completion of assignments within the first six weeks of continued attendance.

It is understood that instructors' grades when handed in are final and not subject to change by reason of revision of judgment on the part of the instructor.

## REQUIREMENTS FOR GRADUATION

### Introduction

Students preparing for graduation from College of the Sequoias should follow one of the two plans outlined below. The degree of Associate in Arts is conferred upon graduates who complete either plan. Plan One is designed for students who do not intend to continue formal collegiate instruction beyond the junior college, while Plan Two is designed for students who desire to be transferred later with junior standing to a four - year college or university.

### Plan One

The degree of Associate in Arts is conferred under Plan One on all students who shall have completed satisfactorily ("C" average) a two-year junior college course of 64 semester units including:

1. Two units in physical education.
2. Two units in hygiene.
3. Six units in history of the United States, including the study of American institutions and ideals. This requirement for the degree as well as for a teaching credential may be met by History 10 and Political Science 5, or History 8a-b and Political Science 5.
4. Any six units of English or speech or any combination. An exception to this is made for students majoring in Building Trades where a three-unit course in English fulfills the necessary requirements. Students majoring in Commerce are required to complete four courses in English (9 to 12 units).
5. A major consisting of at least 20 units in a specified field of study.

This latter requirement may be met by the completion of 20 units of work in any of the following fields:

GROUP	I.	Liberal Arts
GROUP	II.	English and Speech
GROUP	III.	Social Science
GROUP	IV.	Science and Mathematics
GROUP	V.	Art and Music
GROUP	VI.	Foreign Language
GROUP	VII.	Pre-Nursing
GROUP	VIII.	Metal Trades
GROUP	IX.	Commerce
GROUP	X.	Engineering
GROUP	XI.	Building Trades
GROUP	XII.	Police Training
GROUP	XIII.	Agriculture
GROUP	XIV.	Home Economics

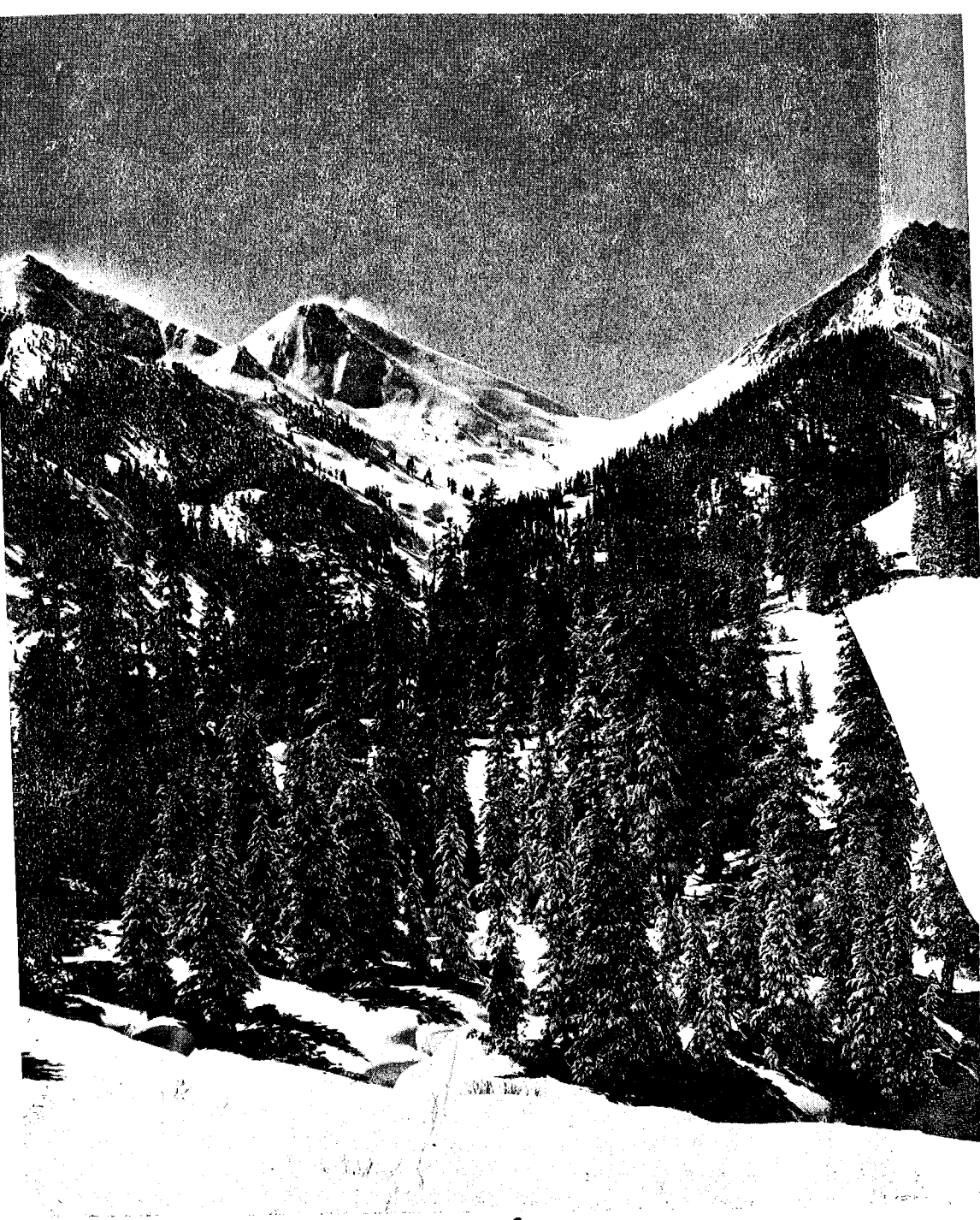
#### Plan Two

The degree of Associate in Arts is conferred under Plan Two on those students who expect to continue in upper division work in a standard four-year college or university, who shall have completed satisfactorily ("C" average) a two-year junior-college course of 64 semester units including:

1. Two units in physical education.
2. Two units in hygiene.
3. Six units in history of the United States, including the study of American institutions and ideals. This requirement for the degree, as well as for a teaching credential, may be met by History 10 and Political Science 5, or History 8a-8b and Political Science 5.
4. Six units in English—except for engineering majors transferring to The University of California or other institutions requiring only three units of English in lower division.
5. The completion of the lower division requirements and major requirements of the University of California or of any other college or university where upper division work will be continued.

Courses completed in high school may be accepted as partial or complete fulfillment of certain departmental requirements as to subject matter, provided that such work shall not reduce the amount of work (64 units) required for the diploma and shall be limited to those subjects accepted by the particular college.

In order to assist the student to plan his course, the lower division requirements for certain colleges have been set down. It is highly desirable that the student decide on his major subject as early as possible, so that the required lower division preparation for the major can be met. Such requirements in each department of the college or university are set forth in its catalogue, a copy of which is on file in the College library or which may be easily obtained by writing to the Registrar of the institution in which the student is interested.



Winter at Mineral King

# LOWER DIVISION REQUIREMENTS IN CALIFORNIA COLLEGES AND UNIVERSITIES

## GENERAL INFORMATION

Three principal kinds of requirements must be met in order for a student to attain full junior standing at the University of California or other institutions maintaining equivalent standards to which he may expect to transfer. These are:

1. The removal of all matriculation (entrance) deficiencies.
2. The completion of the specific requirements for junior standing in the proposed senior college.
3. The completion of the lower division prerequisites for the upper division major and minors. These vary according to the major and minors selected and also according to the institution in which the student expects to enroll. All students expecting to transfer to some other college or university should consult the catalogue of such institution regarding specific requirements for upper division standing. It is highly desirable that every student decide upon a major as early as possible after entering the junior college. The junior standing requirements in certain fields of some of California's colleges and universities are here presented.

## UNIVERSITY OF CALIFORNIA AT BERKELEY

### Letters and Science

The degree of Associate in Arts will be granted on the completion of not less than 60 units of college work with "C" average and the fulfillment of the following general and specific requirements:

- A. General University requirements.  
Subject A or its equivalent.  
Hygiene, two units.  
Physical Education—Los Angeles.
- B. Foreign Languages.  
At least 16 units in not more than two languages, with not less than 4 units in any one language. The first two years of high school work in a foreign language will be counted in satisfaction of 4 units of this requirement and each year thereafter as 4 units.
- C. Mathematics.  
Elementary algebra and plane geometry. If these subjects have not been completed in high school, or if they were completed with grade of "D", they must be taken in the junior college without college transfer credit.
- D. Natural Science.  
At least twelve units chosen from the following list:  
High school physics\*, 3 units (1 high school credit).  
High school chemistry\*, 3 units (1 high school credit).  
Bacteriology 1\*.  
Chemistry 1a\*-1b\*, Chemistry 5\*, Chemistry 8.  
Geology 1a-1b.  
Geography 1.  
Physics 1a\*-1b\*, 1c\*, 1d\*, 2a-2b, 3a-3b\*.

Physiology 1a, 1c\*  
Zoology 1a\*, 1b\*, 10.  
Botany 1\*.  
Paleontology 1 or 10.

The student must include among the courses taken in satisfaction of the requirement in natural science at least one course in laboratory science. Such courses are marked with an asterisk.

- E. Additional—a sequence (of 5 or 6 units) in subjects of college level, in each of four of the following six groups, one of which may be postponed to the upper division:
1. English 1a-1b, Speech 1a-1b.
  2. Foreign Language (additional to B). This may be satisfied by two years of high school work, provided the language be Latin.
  3. Mathematics. Any two of the following courses: Mathematics C or high school trigonometry, 2, 3a, 3b.
  4. Social Sciences: History 4a-4b, History 8a-8b, Economics 1a-1b. Geography 1a-1b (if not included in requirement D), Political Science 1a-1b, Psychology 1a-1b.
  5. Philosophy 6a-6b.
  6. Fine Arts. English 5a-5b.

### STANFORD UNIVERSITY

The work of the lower division at Stanford University is divided into three groups of studies. All students are required to take at least ten semester units (fifteen quarter units) in each of these three groups during the first two college years.

#### Group I Arts and Letters:

- (a) The completion in the lower division of a second year reading course of a foreign language, or of a more advanced foreign language course.
- (b) Subject A or its equivalent.
- (c) English 1a-1b.
- (d) Electives to make up a total of ten units in this group if the above requirements have not totaled that number.

#### Group II Natural Science; Mathematics:

- (a) A year course in a laboratory science during the first year.
  1. Biological science for those who have completed a year of high school physics or chemistry only.
  2. Physics or chemistry for those who have completed a year of biological science only.
  3. Biological science and physics or chemistry for those who have completed neither in high school.
- (b) Electives to make up a total of ten units in this group.

#### Group III Social Science:

- (a) First year: Twelve quarter units in History of Western Civilization.
- (b) Second year: Nine quarter units in sociology, economics, political science, history, psychology, philosophy, or combination of these.

The maximum allowance for work in junior colleges is two years of university credit (sixty semester units or ninety quarter units), exclusive of



physical education. Although credit is not given for physical education at Stanford University, it is required during the first two years.

## UNIVERSITY OF SOUTHERN CALIFORNIA

The first two years in the College of Letters, Arts, and Sciences are devoted to general education and certain lower division subjects required of all students who are candidates for the bachelor's degree. In general, these requirements are as follows:

- A. English, 6 units.
- B. Art Appreciation or Music Appreciation, 2 units.
- C. Foreign Languages, 12 units.  
Twelve units in a single language. Each year of high school work in the language offered may count as the equivalent of three units toward the fulfillment of this requirement provided all work in the language is taken in proper sequence. No high school work may count, however, toward the total units required for graduation.
- D. General Studies, 13 units.
  1. Man and Civilization, 6 units (History 4a-4b).
  2. United States History including the study of American institutions and ideals. This requirement for the degree, as well as for a teaching credential, may be met by History 10 and Political Science 5, or History 8a-8b, and Political Science 5.
  3. Three units to be selected from:
    - a. Problems of Human Behavior, 3 units.
    - b. Problems of Human Values, 3 units.Students who transfer with 60 units of advanced standing may substitute 3 units of psychology for "a" or 3 units of philosophy for "b".
  4. Literature, 4 units.
  5. Physical Education, 2 units; Health Education, 2 units.
  6. Science, 11 units.

Courses may be chosen from the following offered at College of the Sequoias: Bacteriology 1; Botany 1a-1b; Chemistry 1a-1b; Geology 1a-1b; Physics 1a-1b; or 2a-2b plus 3a-3b; Zoology 1a-1b.

At least one complete course with laboratory must be passed either in high school or college. Each high school unit of physics or chemistry may count as three college semester units toward this requirement, but not toward the total units required for graduation.

## CALIFORNIA STATE COLLEGES

There are several variations in the lower division requirements in the state colleges. The student should consult the major department requirements in the catalogue of the particular college which he intends to enter.

### Fresno State College

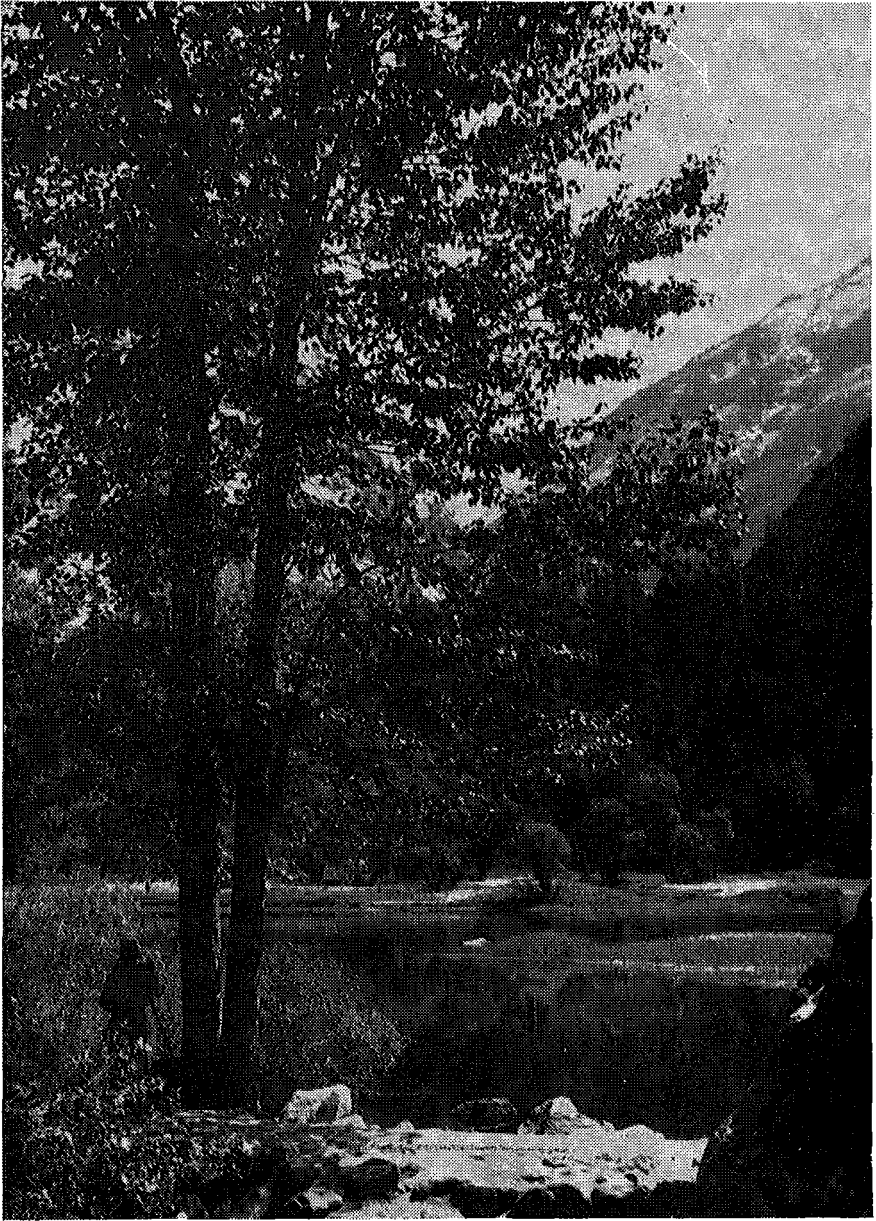
The curriculum leading to the A.B. Degree and the General Elementary Credential at Fresno State College includes:

- A. English and Speech, 12 to 14 units.  
English A, English 1a, Speech 21, and 6 units of English and Speech electives.
- B. Mathematics.  
Elementary algebra and plane geometry. If not completed in high school these courses must be taken in college.  
Mathematics 10, 3 units.
- C. Science, 12 units. Four units may be postponed to upper division.  
A laboratory science is required.
- D. Social Science, 12 units. Four units may be postponed to upper division.  
Geography 1a and History 4a-4b plus History 10 and Political Science 5; or Geography 1a and the combination of History 8a-8b and Political Science 5.
- E. Psychology 1a, 3 units.
- F. Music 9a-9b, 5 units.
- G. Art 5, 2 units.
- H. Physical Education and Hygiene, 4 units.
- I. Electives to make up 64 units.

### San Jose State College

The curriculum leading to the A.B. Degree and the General Elementary Credential at San Jose State College includes:

- A. English and Speech, 6 semester units.
- B. English Literature, 6 semester units.
- C. Natural Science, 12 semester units.
- D. Social Science, 12 semester units.
- E. Physical Education, 2 semester units.
- F. General Psychology, 6 semester units.
- G. Music Appreciation, 2 semester units.
- H. Art Appreciation, 2 semester units.



The Kaweah River near Three Rivers

# SUGGESTED PROGRAMS IN SPECIFIED FIELDS OF STUDY

## AGRICULTURE

Instruction is offered to students in three major divisions: plant science, animal science, and agricultural mechanics. Courses are designed to fit those students who wish to enter farming or go into jobs requiring practical agricultural training. All courses in this department are of a terminal vocational nature.

A one-hundred and sixty acre farm is available for demonstration and laboratory work where units in dairy cattle, beef cattle, sheep, swine, and poultry will be maintained. Along with the animal units will be supporting forage crops including alfalfa, ladino clover, cereal crops, and milo. Field crops, deciduous trees, and vines are also to be grown for laboratory use by the students.

For students desiring to transfer to the University of California at Davis or to California Polytechnic School for degree work in agriculture, the basic science courses may be taken at College of the Sequoias to fulfill requirements and the practical courses in agriculture taken as electives.

The following suggested two-year program will lead to graduation from the terminal course in Agriculture and the Associate in Arts degree.

### Plant Science

#### FIRST YEAR

First Semester	Units	Second Semester	Units
English or Speech .....	3	English or Speech .....	3
Agriculture 87 .....	4	Agriculture 85 .....	4
Agriculture 83 .....	2	Agriculture 84 .....	2
Agriculture 58a .....	3	Agriculture 58b .....	3
Agriculture 99a .....	1	Agriculture 99b .....	1
Physical Education .....	½	Physical Education .....	½
Elective .....	3	Elective .....	2
	16½		15½

#### SECOND YEAR

First Semester	Units	Second Semester	Units
Chemistry 50 .....	3	Hygiene .....	2
History 10 .....	3	Political Science 5 .....	3
Agriculture 86 .....	2	Agriculture 90 .....	4
Agriculture 88 .....	4	Agriculture 91 .....	2
Agriculture 56a .....	3	Agriculture 56b .....	3
Agriculture 99c .....	1	Agriculture 99d .....	1
Physical Education .....	½	Physical Education .....	½
	16½		15½

## Animal Science

### FIRST YEAR

First Semester	Units	Second Semester	Units
English or Speech -----	3	English or Speech -----	3
Agriculture 70 -----	4	Agriculture 76 -----	4
Agriculture 58a -----	3	Agriculture 64 -----	2
Agriculture 77 -----	2	Agriculture 65 -----	4
Agriculture 99a -----	1	Agriculture 73 -----	1
Hygiene -----	2	Agriculture 74 -----	1
Physical Education -----	½	Agriculture 99b -----	1
	<hr style="width: 50%; margin: 0 auto;"/>	Physical Education -----	½
	15½		<hr style="width: 50%; margin: 0 auto;"/>
			16½

### SECOND YEAR

First Semester	Units	Second Semester	Units
Chemistry 50 -----	3	Political Science 5 -----	3
History 10 -----	3	Agriculture 90 -----	4
Agriculture 60 -----	4	Agriculture 56b -----	3
Agriculture 56a -----	3	Agriculture 91 -----	2
Agriculture 99c -----	1	Agriculture 84 -----	2
Agriculture 75 or 78 -----	2	Agriculture 99d -----	1
Physical Education -----	½	Physical Education -----	½
	<hr style="width: 50%; margin: 0 auto;"/>		<hr style="width: 50%; margin: 0 auto;"/>
	16½		15½

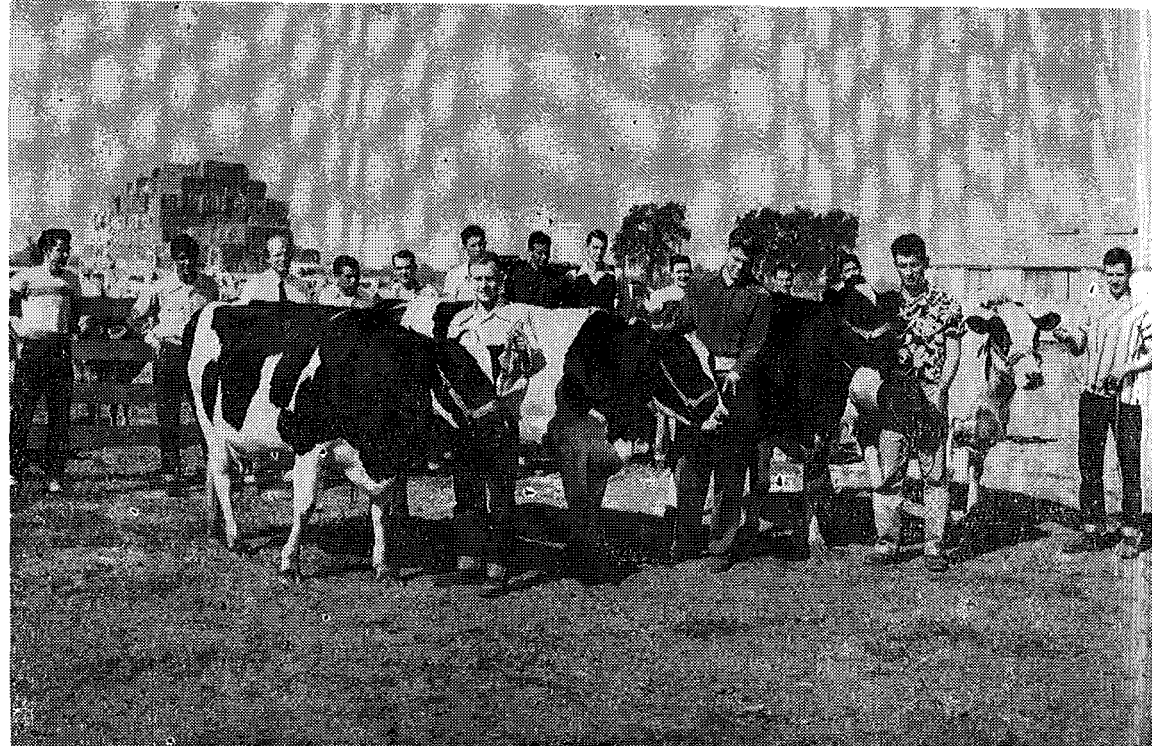
## TRADES AND INDUSTRIES

### A. Building Trades

A training curriculum in the building trades has been set up as an integral unit of the regular two year junior college program. Manipulative instruction in carpentry, wiring, plastering, painting, plumbing, and concrete under the supervision of master craftsmen is given to approved students. Manipulative training is given each year on one major project, such as a residence.

Trade technical class instruction is given in fundamental and advanced construction procedures, in blueprint reading, in estimating and contracting procedure, and in structural stresses and strains including simple truss designs. Trade related subjects, including drafting, mathematics, English, accounting, business law, job ethics, economics. History 10, Political Science 5, physical education, and hygiene are required as a part of the training.

Upon leaving school or graduating, the student may ask the trade advisory committee of the California Division of Apprenticeship Standards to evaluate his training and experience toward the completion of an apprenticeship and the attainment of a journeyman's status in the carpentry trade.



COS agriculture students display college farm's prize milk cows

Major construction project of 1950-51 for building trades students



## Suggested Program

### FIRST YEAR

First Semester	Units	Second Semester	Units
Building Trades 55a -----	3	Building Trades 55b -----	3
Building Trades 65a -----	7	Building Trades 65b -----	7
Architecture 51a -----	3	Architecture 51b -----	3
History 10 -----	3	Political Science 5 -----	3
Physical Education -----	½	Physical Education -----	½
	<hr style="width: 50%; margin: 0 auto;"/> 16½		<hr style="width: 50%; margin: 0 auto;"/> 16½

### SECOND YEAR

First Semester	Units	Second Semester	Units
Building Trades 56a -----	3	Building Trades 56b -----	3
Building Trades 66a -----	7	Building Trades 66b -----	7
Hygiene 1 -----	2	*Commerce 65 -----	3
English -----	3	Electives -----	2
Physical Education -----	½	Physical Education -----	½
	<hr style="width: 50%; margin: 0 auto;"/> 15½		<hr style="width: 50%; margin: 0 auto;"/> 15½

\*Electives may be substituted for Commerce 65 if the student has completed a bookkeeping course in high school.

## B. Metal Trades

### Suggested Program

#### FIRST YEAR

First Semester	Units	Second Semester	Units
Mechanics 64a -----	3	Mechanics 64b -----	3
Engineering 53a -----	3	Engineering 53b -----	3
Mathematics 50 -----	3	Political Science 5 -----	3
English -----	3	Speech 51a -----	3
History 10 -----	3	Physical Education -----	½
Physical Education -----	½	Electives -----	4
	<hr style="width: 50%; margin: 0 auto;"/> 15½		<hr style="width: 50%; margin: 0 auto;"/> 16½

#### SECOND YEAR

First Semester	Units	Second Semester	Units
Mechanics 65a -----	6	Mechanics 65b -----	6
Mechanics 60a or 62 -----	3	Mechanics 60b -----	3
Hygiene I -----	2	Engineering 23 -----	3
Physical Education -----	½	Physical Education -----	½
Electives -----	5	Electives -----	3
	<hr style="width: 50%; margin: 0 auto;"/> 16½		<hr style="width: 50%; margin: 0 auto;"/> 15½

## COMMERCE

Instruction is offered to students in three major divisions of business education: Accounting, Stenography and Merchandising. General background courses are strongly recommended as they provide a better under-

standing of modern business. It is advisable for students to follow as closely as possible suggested courses in these major fields.

All regular students in the Commerce Department are required to take an English or Speech course each semester. Commerce 60a and Commerce 60b are acceptable toward this requirement.

An effort is made to encourage students to work to capacity and to progress as rapidly as is consistent with the high standards which are required. In order to do this effectively, students who have had previous training in shorthand and typewriting are registered in classes according to their placement test scores. Those who have not had previous training in these subjects are not required to take the tests and must register in elementary classes.

Refresher courses are offered in shorthand, typewriting, office machines, and allied subjects for the purpose of fitting those who have had previous training but have not been employed recently, to accept clerical positions or to prepare for state or federal civil service examinations.

### Suggested Program in Accounting

#### FIRST YEAR

First Semester	Units	Second Semester	Units
Commerce 22 -----	2	Commerce 63b or 6b -----	4
Commerce 63a or 6a -----	4	Commerce 53 or 54 -----	2
Commerce 53 or 54 -----	2	Commerce 79 -----	1
Economics 1a -----	3	Economics 1b -----	3
English or Commerce 60a ----	3	English or Commerce 60b ---	3
Electives -----	2	Electives -----	3
Physical Education -----	½	Physical Education -----	½
	16½		16½

#### SECOND YEAR

First Semester	Units	Second Semester	Units
Commerce 64a -----	4	Commerce 64b -----	4
Speech or English -----	3-2	Speech or English -----	3
Commerce 68a -----	2	Commerce 68b -----	2
Psychology 51 or 1a -----	3	Psychology 1a or 1b -----	3
Hygiene -----	2	Commerce 71 -----	1
History 10 -----	3	Political Science 5 -----	3
Physical Education -----	½	Physical Education -----	½
	16½		16½

Students who are preparing to qualify for Certified Public Accountants under California Accountancy Act should include in their programs:

Mathematics 2 (Mathematics of Finance)

Commerce 18a-b (Commercial Law)



## Suggested Two-Year Program in Stenography

### FIRST YEAR

First Semester	Units	Second Semester	Units
*Commerce 50 or 52 -----	5	*Commerce 50 or 52 -----	5
*Commerce 53 or 54 -----	2	*Commerce 53 or 54 -----	2
Commerce 62 -----	3	Commerce 71 -----	1
English, Speech or Commerce 60a -----	3	English, Speech or Commerce 60b -----	3
Commerce 68a -----	2	Hygiene -----	2
Physical Education -----	½	Electives -----	2
	15½	Physical Education -----	½
			15½

### SECOND YEAR

First Semester	Units	Second Semester	Units
Commerce 70a -----	5	Commerce 70b -----	5
Commerce 55a -----	2	Commerce 55b -----	2
English or Speech -----	3	English or Speech -----	3
History 10 -----	3	Commerce 78b -----	3
Commerce 78a -----	3	Political Science 5 -----	3
Physical Education -----	½	Physical Education -----	½
	16½		16½

## Suggested One-Year Program in Stenography

First Semester	Units	Second Semester	Units
*Commerce 52 or 70 -----	5	*Commerce 52 or 70 -----	5
*Commerce 54 or 55 -----	2	*Commerce 54 or 55 -----	2
Commerce 60a, English or Speech -----	3	Commerce 60b, English or Speech -----	3
Commerce 78a -----	3	Commerce 78b -----	3
Commerce 68a -----	2	Commerce 68b -----	2
Physical Education -----	½	Commerce 71 -----	1
	15½		16½

\*Specific section to be determined by the score of the student on the shorthand and typewriting placement tests.

## MERCHANDISING

This curriculum is designed for the student who desires to fit himself for retail store work or selling in general. The training will qualify him for employment in both large and small organizations. Emphasis is placed upon practical retailing and selling. A close contact is maintained with business in order to supply the student with the training that business firms are demanding.

## Suggested Two-Year Program in Merchandising

### FIRST YEAR

First Semester	Units	Second Semester	Units
Commerce 74a -----	3	Commerce 74b -----	3
Commerce 76a -----	3	Commerce 76b -----	3
Commerce 95a -----	2	Commerce 95b -----	2
Commerce 60a -----	3	Commerce 60b -----	3
Art 29a -----	1	Commerce 53a or 56 -----	2
Electives -----	3	Electives -----	3
Physical Education -----	$\frac{1}{2}$	Physical Education -----	$\frac{1}{2}$
	$15\frac{1}{2}$		$16\frac{1}{2}$

### SECOND YEAR

First Semester	Units	Second Semester	Units
Commerce 63a -----	3	Commerce 63b -----	3
Commerce 18a -----	3	Commerce 18b -----	3
Hygiene -----	2	Commerce 62 -----	3
English or Speech -----	3-2	English or Speech -----	3
History 10 -----	3	Political Science 5 -----	3
Electives -----	2-3	Physical Education -----	$\frac{1}{2}$
Physical Education -----	$\frac{1}{2}$		$15\frac{1}{2}$
	$16\frac{1}{2}$		

### Suggested One-Year Program in Merchandising

If the merchandising student desires to take only one year, then it is above.

recommended that he follow the program suggested for semesters one and two

The first year merchandising student working for an Associate in Arts Degree need not take the courses in the exact order given. However, Commerce 74, 76, and 95 must be taken concurrently so that the student has the greatest opportunity to put into practice on the job the material learned in the classroom.

### DENTISTRY, MEDICINE AND PHARMACY

The following curricula lead to junior college graduation under Plan II with Associate in Arts degree and lower division requirements accomplished for dentistry and medicine.

If the student has not completed his high school prerequisites for these courses as outlined below, extra time in junior college or elsewhere will be required for making up deficiencies.

The present law establishes four years of study in residence in a recognized college of pharmacy, as a requirement for admission to the Board of Pharmacy examination for certification as a pharmacist.

**University of California at Berkeley and at Los Angeles**

**Suggested Program**

**FIRST YEAR**

First Semester	Units	Second Semester	Units
English 1a -----	3	English 1b -----	3
Chemistry 1a -----	5	Chemistry 1b -----	5
Zoology 1a -----	4	Zoology 1b -----	4
Mathematics D -----	3	Mathematics C -----	3
Physical Education -----	½	Hygiene -----	2
		Physical Education -----	½
	<hr/>		<hr/>
	15½		17½

**SECOND YEAR**

First Semester	Units	Second Semester	Units
Chemistry 8 -----	3	Chemistry 5 -----	3
Physics 2a -----	3	Physics 2b -----	3
Physics 3a -----	1	Physics 3b -----	1
Foreign Language -----	4	Foreign Language -----	4
History 10 -----	3	Political Science 5 -----	3
Elective -----	3	Elective -----	3
Physical Education -----	½	Physical Education -----	½
	<hr/>		<hr/>
	17½		17½

Suggested elective for the first semester of the second year is Chemistry 9.

Suggested elective for the second semester of the second year for dentistry is Physiology 1a.

Foreign Language should be French or German.

**University of Southern California**

Medicine—same as above.

Dentistry—same as above except Biology 1a-1b may be substituted for Zoology 1a-1b.

**HOME ECONOMICS**

**Suggested Program for Transfer Course**

**FIRST YEAR**

First Semester	Units	Second Semester	Units
Home Economics 12a -----	3	Home Economics 12b -----	3
History 10 -----	3	Political Science 5 -----	3
English 1a -----	3	English 1b -----	3
Art 6a -----	2	Chemistry 1a -----	5
Psychology 1a -----	3	Psychology 1b -----	3
Elective -----	1	Physical Education -----	½
Physical Education -----	½		
	<hr/>		<hr/>
	15½		17½

SECOND YEAR

First Semester	Units	Second Semester	Units
Home Economics 10a -----	3	Home Economics 10b -----	3
Sociology 1a -----	3	Sociology 1b -----	3
Speech 1a or Speech 21 -----	3	Physiology 1a -----	3
Hygiene 2 -----	2	Physiology 1c -----	2
Electives -----	4	Nutrition 1 -----	3
Physical Education -----	½	Electives -----	2
		Physical Education -----	½
	<hr style="width: 50%; margin: 0 auto;"/> 15½		<hr style="width: 50%; margin: 0 auto;"/> 16½

Suggested Programs for Terminal Course

SUGGESTED TWO-YEAR PROGRAM

FIRST YEAR

First Semester	Units	Second Semester	Units
Home Economics 50a -----	2	Home Economics 50b -----	2
Home Economics 51a -----	2	Home Economics 51b -----	2
English -----	3	English or Speech -----	3
History 10 -----	3	Political Science 5 -----	3
Art 6a -----	2	Home Economics 57 -----	2
Electives -----	3	Electives -----	4
Physical Education -----	½	Physical Education -----	½
	<hr style="width: 50%; margin: 0 auto;"/> 15½		<hr style="width: 50%; margin: 0 auto;"/> 16½

SECOND YEAR

First Semester	Units	Second Semester	Units
Home Economics 55 -----	2	Home Economics 54 -----	2
Home Economics 53 -----	3	Home Economics 52 -----	2
Hygiene 2 -----	2	Home Economics 58 -----	1
Art 23a -----	1	Art 21 -----	2
Psychology 51 -----	3	Nutrition 1 -----	3
Art 20 -----	2	Music 10 -----	2
Electives -----	3	Electives -----	3
Physical Education -----	½	Physical Education -----	½
	<hr style="width: 50%; margin: 0 auto;"/> 16½		<hr style="width: 50%; margin: 0 auto;"/> 15½

ONE-YEAR PROGRAM

First Semester	Units	Second Semester	Units
Home Economics 50a -----	2	Home Economics 50b -----	2
Home Economics 51a -----	2	Home Economics 51b -----	2
English -----	3	Speech -----	3
History 10 -----	3	Political Science 5 -----	3
Home Economics 53 -----	3	Home Economics 57 -----	2
Psychology 51 -----	3	Art 6a -----	2
Physical Education -----	½	Electives -----	2
		Physical Education -----	½
	<hr style="width: 50%; margin: 0 auto;"/> 16½		<hr style="width: 50%; margin: 0 auto;"/> 16½

## NURSES' TRAINING

Students may obtain nursing education either in (a) hospitals operated by universities (University of California or Stanford) or (b) hospital training schools. For admission to the former, the student must obtain regular junior standing in the university to which transfer is desired and complete certain pre-nursing courses. The Bachelor of Science degree may be obtained by completing an additional year of university study after the student has received the Registered Nurse Certificate. For admission to hospital training schools, the student is advised to complete at least thirty units of a college pre-nursing course with a "C" average.

According to a ruling by the California State Board of Nurse Examiners, the course in schools of nursing is one of thirty-six months. An applicant must be at least eighteen years of age, a high school graduate and have completed satisfactorily a course in general chemistry. In addition, most schools are now requiring at least a year of college work for entrance, while two years are recommended. This preparation should include science, psychology, and English.

For details of hospital school requirements, students are urged to visit schools of nursing and to make their choice before enrolling in college courses. Many hospital schools have specific subject requirements which must be met.

### Universities and University Hospital Training Schools

This suggested program leads to a Bachelor of Science degree and a certificate of nursing.

#### FIRST YEAR

First Semester	Units	Second Semester	Units
Chemistry 1a -----	5	Chemistry 1b -----	5
Psychology 1a -----	3	Psychology 1b -----	3
English 1a -----	3	English 1b -----	3
Foreign Language or Electives	4	Foreign Language or Electives	4
Physical Education -----	$\frac{1}{2}$	Physical Education -----	$\frac{1}{2}$
	$15\frac{1}{2}$		$15\frac{1}{2}$

#### SECOND YEAR

First Semester	Units	Second Semester	Units
Bacteriology 1 -----	5	Physiology 1a -----	3
Anatomy 1a -----	4	Physiology 1c -----	2
Sociology 1a -----	3	Sociology 1b -----	3
History 10 -----	3	Political Science 5 -----	3
Electives -----	1	Hygiene -----	2
Physical Education -----	$\frac{1}{2}$	Electives -----	3
	$16\frac{1}{2}$	Physical Education -----	$\frac{1}{2}$
			$16\frac{1}{2}$

## Hospital Training Schools

Either of the following programs is acceptable foundation work for the training course in a Hospital School of Nursing. The two-year program is recommended.

### SUGGESTED TWO-YEAR PROGRAM

#### FIRST YEAR

First Semester	Units	Second Semester	Units
Chemistry 53 -----	4	Bacteriology 60 -----	4
Psychology 1a or 51 -----	3	Psychology 1a or 1b -----	3
English -----	3	English -----	3
History 10 -----	3	Political Science 5 -----	3
Electives -----	3	Electives -----	2
Physical Education -----	½	Physical Education -----	½
	<hr style="width: 50%; margin: 0 auto;"/>		<hr style="width: 50%; margin: 0 auto;"/>
	16½		15½

#### SECOND YEAR

First Semester	Units	Second Semester	Units
Anatomy 1a -----	4	Physiology 1a -----	3
Hygiene -----	2	Physiology 1c -----	2
Speech 21 -----	3	Nutrition 1 -----	3
Sociology 1a -----	3	Sociology 1b -----	3
Electives -----	3	Electives -----	4
Physical Education -----	½	Physical Education -----	½
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	15½		15½

### SUGGESTED ONE-YEAR PROGRAM

First Semester	Units	Second Semester	Units
Chemistry 53 -----	4	Bacteriology 60 -----	4
Anatomy 1a -----	4	Physiology 1a -----	3
Psychology 1a or 51 -----	3	Nutrition 1 -----	3
English -----	3	Psychology 1b or Elective ---	3
Electives -----	2	Hygiene -----	2
Physical Education -----	½	Physiology 1c -----	1
	<hr style="width: 50%; margin: 0 auto;"/>	Physical Education -----	½
	16½		<hr style="width: 50%; margin: 0 auto;"/>
			16½

## POLICE TRAINING

This curriculum is designed to train men and women for public service in the field of police work.

In addition to the general requirements for admission to the College, the student must possess certain basic qualifications for police service including a satisfactory scholastic record in high school, an acceptable physical examination, and the intelligence and aptitude required for success as a law enforcement officer.

In-service training is provided in this curriculum for men or women already employed by any law enforcement agency. This type of student may enroll, upon consultation with the instructor, for the entire course or for those subjects in which he is interested.

The two-year terminal course as outlined below fulfills the requirements for the degree of Associate in Arts. The student who is planning to complete his training at a college or university should consult with his faculty advisor for proper programing.

### Suggested Program in Police Training

First Semester	Units	Second Semester	Units
English -----	3	Speech -----	3
History 10 -----	3	Political Science 5 -----	3
Commerce (Typing) -----	2	Political Science 10b -----	3
Political Science 10a -----	3	Law Enforcement 52 -----	2
Law Enforcement 51 -----	2	Law Enforcement 54 -----	2
Electives -----	3	Electives -----	2
Physical Education -----	½	Physical Education -----	½
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	16½		15½

### SECOND YEAR

First Semester	Units	Second Semester	Units
Psychology -----	3	Speech 40 -----	2
Law Enforcement 50 -----	2	Law Enforcement 53 -----	4
Law Enforcement 55 -----	3	Law Enforcement 57 -----	3
Law Enforcement 56 -----	3	Chemistry 54 -----	4
Electives -----	3	Electives -----	2
Hygiene -----	2	Physical Education -----	½
Physical Education -----	½		
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	16½		15½



A Tulare County oak



# DESCRIPTION OF COURSES

## AGRICULTURE

### AGRICULTURE 50a-50b—VETERANS' AGRICULTURE (12-12)

This course consists of four hours of lecture, two hours of field instruction, and forty hours of work on a supervised farming program per week.

### AGRICULTURE 51—FARM MACHINERY (3)

A course in the operation, care and repair of farm machinery with demonstrations and laboratory work on tillage, planting, and harvesting machinery.

### AGRICULTURE 56a-56b—FARM STRUCTURES (3-3)

A course in designing, planning, and building the various types of farm buildings necessary to agricultural enterprises of the San Joaquin Valley.

### AGRICULTURE 58a-58b—FARM MECHANICS (3-3)

The repair, maintenance, design, and construction of farm machinery and equipment.

### AGRICULTURE 60—ELEMENTS OF DAIRYING (4)

A survey of the field of dairying. Study of approved practices in the San Joaquin Valley, including selection, feeding, and management.

### AGRICULTURE 64—DAIRY MANAGEMENT (2)

A study of the feeding and management of dairy cattle, record keeping, developing a herd, and raising replacement stock.

### AGRICULTURE 65—FEEDS AND FEEDING (3)

A study of the constituents of feeds, the digestive system, and the compiling of rations for livestock.

### AGRICULTURE 70—TYPES AND BREEDS OF LIVESTOCK (4)

A general course in the selection, breeding, feeding, and management of swine, beef, and sheep.

### AGRICULTURE 73a-73b—LIVESTOCK SKILLS (1-1)

Laboratory period to develop skills necessary for management of a livestock ranch.

### AGRICULTURE 74—FITTING AND SHOWING (1)

A course in the methods of fitting and showing cattle, sheep, and hogs for sale and exhibition.

### AGRICULTURE 75—BEEF PRODUCTION (3)

A study of market beef production. Selection of breeding stock, feeders, and equipment. Care and management of the herd.

### AGRICULTURE 76—SWINE PRODUCTION (4)

A study of market swine production. Selection of breeding stock, feeders, and equipment. Care and management of the herd.

### AGRICULTURE 77—POULTRY BROODING (2)

A study of brooding principles and practices, growth of the chick, care and feeding of young stock.

#### AGRICULTURE 78—EGG PRODUCTION (2)

A study of the selection, feeding, sanitation, and management of the laying flock.

#### AGRICULTURE 83—FIELD CROPS (2)

A study of the common field crops such as cotton, sugar beets, potatoes and field beans. Varieties, soils, pest control, harvesting, etc.

#### AGRICULTURE 84—FORAGE CROPS (2)

A study of the common forage crops: alfalfa, permanent pastures, silages, etc.

#### AGRICULTURE 85—DECIDUOUS FRUITS (4)

A study of the production and management practices including budding, grafting, planting, irrigation, and pruning of the common tree fruits of the San Joaquin Valley.

#### AGRICULTURE 86—VITICULTURE (2)

A study of the cultural practices necessary to grape production.

#### AGRICULTURE 87—SOILS (4)

A study of values and management of different types soils.

#### AGRICULTURE 88—CITRUS FRUITS (4)

A study of the cultural practices necessary to citrus production.

#### AGRICULTURE 90—FARM MANAGEMENT (4)

A study of prices, economic trends, budgets, credits, and choice of enterprises.

#### AGRICULTURE 91—FARM ACCOUNTING (2)

A study of farm record keeping and analysis, including inventories, production records, tax records, financial and annual statements.

#### AGRICULTURE 99a-99b-99c-99d—SUPERVISED FARM PROGRAM (1)

Open to students taking two or more courses in agriculture. The care and records of a home supervised farming program.

### ART

#### ART 5—PUBLIC SCHOOL ART (2)

A course in the study of the art expression of the child in relation to his creative growth and development. Art principles are stressed in experimenting with various media adapted to the child's level of development. Required for elementary teaching credential.

#### ART 6a—ART STRUCTURE (2)

A basic course in art with the primary purpose of familiarizing the student with the elements and principles used in art through the study of historic examples from all countries and periods. Creative imagination and judgment are stimulated through problems involving various media.

#### ART 6b—COLOR AND DESIGN (2)

Systems of color and their application. Decorative arrangements in line, form, and color, in two and three dimensions. Applied design using stencil, block print and silk screen methods.

#### ART 7a—FREEHAND DRAWING (2)

Freehand and perspective drawing. Use of pencil, pen and ink, Chinese brush, charcoal, water color, and scratch board techniques.

ART 7b—FIGURE DRAWING (2)

Drawing from models—human and animal, in various media.

ART 7c—PEN AND BRUSH LETTERING (1)

A study of types of alphabets and poster making.

ART 7d—LAYOUT (1)

Poster technique layout, newspaper and book advertising arrangement.

Prerequisite: Art 7a. Art 6a-6b recommended.

ART 11a-11b-11c-11d—THE ART OF THE BOOK (1-1-1-1)

Drawing, painting, rendering, print making, color reproduction processes for the book.

ART 12—WATER COLOR PAINTING (2-2)

A study of the theory and techniques of water color and gouache painting as applied to still life and landscape.

Prerequisites: Art 6a-6b; Art 7a.

ART 14a-14b-14c-14d—OIL PAINTING (1-1-1-1)

Experimental oil painting of still life, landscape, and the human figure. Basic fundamentals and techniques will be studied through application. Advanced composition and color in oil painting. Two field trips each month, some on Saturdays.

Prerequisites: Art majors, Art 6a; Art 7a; other students, none.

ART 18a-18b-18c-18d—DISPLAY CRAFT (1-1-1-1)

Frame and Mat making and finishing for oil painting students, or window display designing, show card writing, draping for students of Distributive Education.

ART 19—ART APPRECIATION (2)

A course designed to develop the student's capacity to enjoy his surroundings by making him conscious of the beauty he sees in his home, his school, his community, and in works of master craftsmen and artists.

ART 20—COSTUME DESIGN (2)

An introductory course in the study of art principles, applied to modern dress with particular emphasis on individual problems.

Prerequisites: Art 6a. Art 6b and Art 7a recommended.

ART 21—ART FOR DAILY LIVING (2)

A practical course in house planning and furnishing, considering the home as a functional unit in relation to the use of new materials, labor saving devices, color schemes, furniture, textiles and accessories.

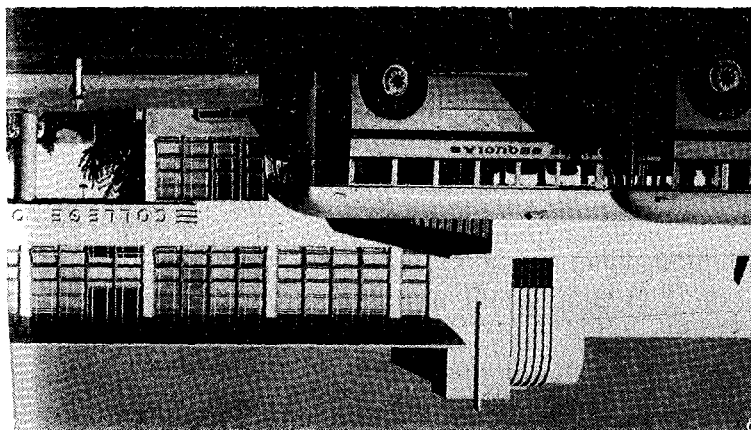
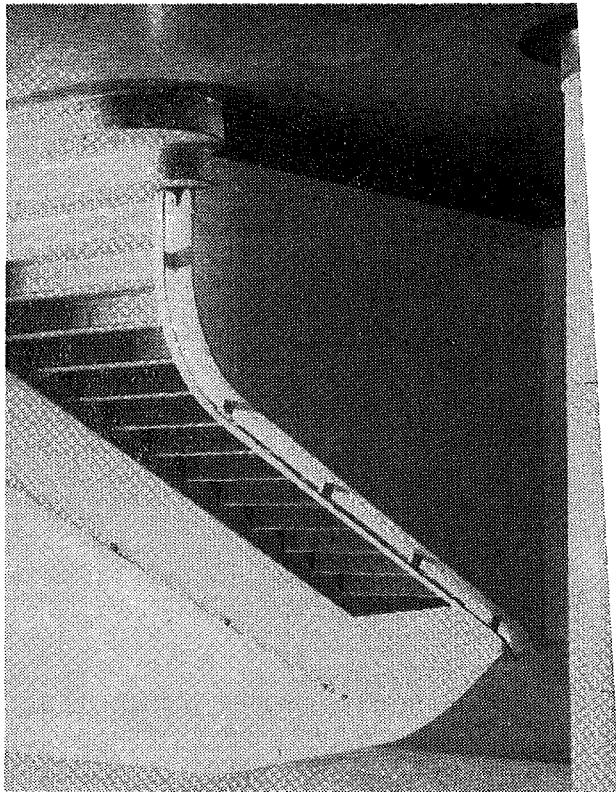
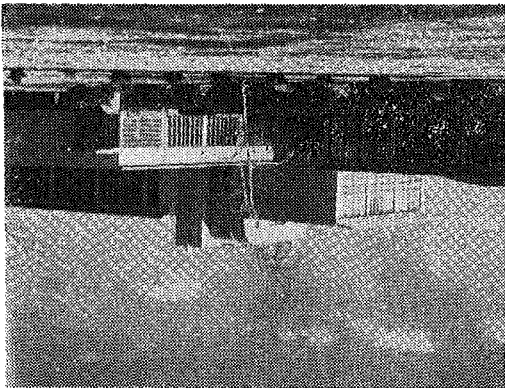
ART 22a-22b-22c—INTERIOR DESIGN (1-1-1 or 3)

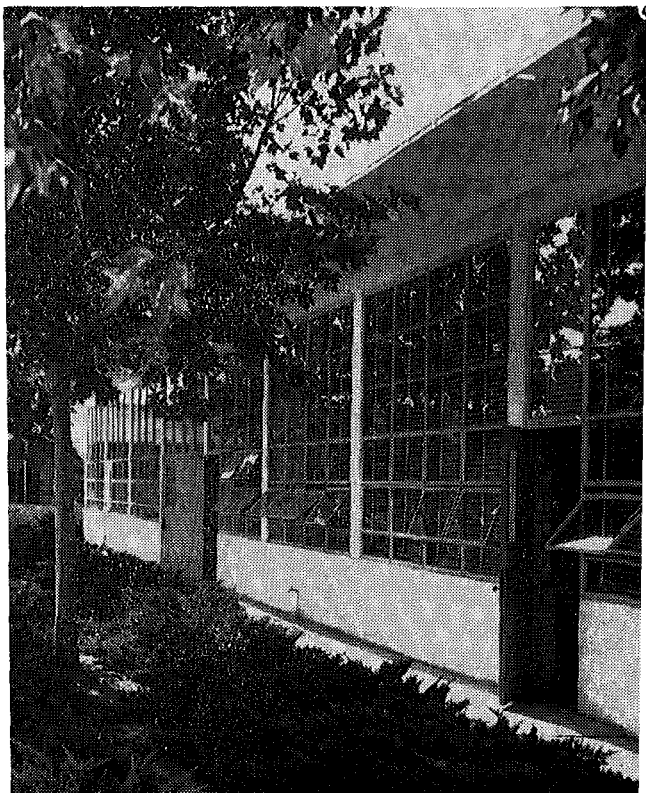
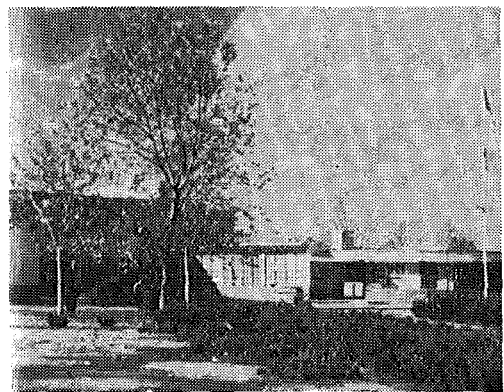
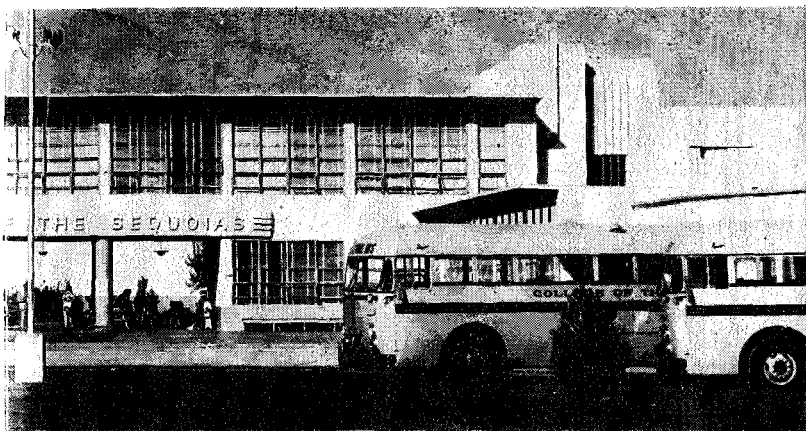
Three separate units are offered. Each unit may be taken separately or all three may be taken in one semester.

Unit 1. Flower arrangement and garden plans.

Unit 2. Color arrangement and design in interior decoration.

Unit 3. Decorative arts applied in the home.





ART 23a-23b-23c-23d—DESIGN IN LEATHER (1-1-1-1)

A course in creative leather craft designing, pattern making, carving, finishing, and monogramming.

Prerequisites: None. Art 6a or Art 19 recommended.

ART 24a-24b-24c-24d—DESIGN IN TEXTILES (1-1-1-1)

A study of textiles and creative weaving.

ART 25a-25b-25c-25d—JEWELRY (1-1-1-1)

A basic course in modern jewelry making in creative design and conventional pins, brooches, clasps, rings, earrings, etc. The course is basic for hobby or trade.

ART 26—METAL CRAFT (1)

Design in copper and aluminum.

Prerequisites: None. Art 6a or Art 19 recommended.

ART 27—LAPIDARY (2)

The art of cutting and polishing semi-precious stones. Two Saturday field trips each semester.

ART 28a-28b-28c-28d—DESIGN IN METAL, WOOD, PLASTICS AND WAX (1-1-1-1)

A course in creative design and construction in metal, wood, and plastic with instruction in various methods and techniques. Also drawing and carving for pre-dental students.

ART 29a-29b-29c-29d—GRAPHIC ARTS (1-1-1-1)

Year book design and layout, photographic composition, printing, air brush, linoleum and wood prints, scratch board, drawing and page paste-up for lithography. Pen and brush lettering.

Prerequisites: None. Art 6a and 7a recommended.

## COMMERCE

COMMERCE 6a-6b—PRINCIPLES OF ACCOUNTING (4-4)

Lecture and discussion 3 hours; laboratory 2 hours.

A course in the theory of accounting techniques which provides training in setting up books, analyzing work sheets, and interpreting accounting terminology. This course meets the accounting requirement for those students transferring to the state colleges and universities.

COMMERCE 63a-63b—ELEMENTARY ACCOUNTING (4-4)

Lecture and discussion 3 hours; laboratory 2 hours.

A practical course in the fundamentals of bookkeeping and accounting which covers the functions of the work sheet, various statements, journals, and adjusting and closing entries.

COMMERCE 64a-64b—ADVANCED ACCOUNTING (4-4)

Lecture and discussion 3 hours; laboratory 2 hours.

An advanced course in which the theory of accounting techniques is further developed and the functions of the accountant and auditor are considered.

Prerequisite: Commerce 63a-63b or two years of high school book-keeping.

### COMMERCE 65—BUILDING TRADES ACCOUNTING (3)

A survey course in the accounting techniques which are of interest to the building trades contractor.

### COMMERCE 50a-50b—ELEMENTARY SHORTHAND (5-5)

An elementary course in the theory and technique of Gregg shorthand. Typewriting must be taken concurrently with Commerce 50a unless the student makes a satisfactory score in the typewriting placement test.

### COMMERCE 52a-52b—INTERMEDIATE SHORTHAND (5-5)

An intermediate course in the theory and techniques of Gregg shorthand. Speed and accuracy in reading, writing, and transcribing shorthand notes are emphasized.

Prerequisite: A satisfactory score in the shorthand and typewriting placement tests.

### COMMERCE 70a-70b—ADVANCED SHORTHAND-DICTATION (5-5)

High speed shorthand dictation, with emphasis placed upon building vocational shorthand vocabularies. The objective of this course is a shorthand dictation speed of 120 words per minute.

Commerce 55a-55b must be taken concurrently.

Prerequisite: A satisfactory score in the shorthand and typewriting placement tests.

### COMMERCE 80a-80b—SHORTHAND REPORTING (3-3)

Advanced course in shorthand speed building designed to develop dictation speed of 160 words per minute on tests of lengthy duration.

The Gregg Shorthand Court Reporting materials are used as a basis for the course.

Prerequisite: Commerce 70a-70b or its equivalent.

### COMMERCE 55a-55b—ADVANCED SHORTHAND TRANSCRIPTION (2-2)

A required transcription course which must be taken concurrently with Commerce 70a-70b. Emphasis is placed upon the transcription of the vocational dictation given in the shorthand class and upon improvement of typewriting speed. Office standards are maintained.

Prerequisite: A satisfactory score in the shorthand and typewriting placement tests.

### COMMERCE 53a-53b—ELEMENTARY TYPEWRITING (2-2)

An elementary course covering the fundamentals of typewriting. Stress is placed upon technique, accuracy, and posture. Simple business forms, business letters, and social forms are included in the work.

Commerce 53a is open only to those students who have had no previous instruction in typewriting.

### COMMERCE 54a-54b—ADVANCED TYPEWRITING (2-2)

A course open to all students who have had previous instruction in typewriting and who make a satisfactory score in the typewriting placement test. The emphasis in this course is upon skill-building.

Typical office materials used in the typewriting problems include business letters, legal documents, and other business forms and papers.

## COMMERCE 56—TYPEWRITING FOR PERSONAL USE (2)

An intensive course planned to cover the application of touch typewriting to the personal needs of non-vocational students.

Special emphasis is placed upon such phases of typewriting as personal and business letters, simple business and social forms, term papers, and manuscripts.

Open only to students who have not had previous instruction in typewriting.

## COMMERCE 60a—ENGLISH FOR BUSINESS (3)

A course designed to give business students a review of and practice in the basic English skills necessary for office workers. It offers a review of the fundamentals of English grammar, sentence structure, punctuation, and aids in the building of an adequate business vocabulary.

## COMMERCE 60b—WRITING FOR BUSINESS (3)

A course in business communications dealing with the central principles underlying the writing of effective business letters and reports, and providing liberal practice in applying these principles. Study is made of the basic and associated forms of business communication, sales writing, credit, collection, adjustment letters, and letters of application.

This course is required of all commerce majors.

Prerequisite: Satisfactory score in English placement test, or English 51, or Commerce 60a.

## COMMERCE 67—MACHINE TRANSCRIPTION (2)

A course of instruction designed to train the student in the operation and care of the Dictaphone and Ediphone transcribing machines and to develop skill in their use. Specialized instruction is also given in the use of electric typewriters.

Prerequisite: Permission of the instructor.

## COMMERCE 71—PRINCIPLES OF FILING (1)

A course covering the basic rules and procedures of filing. Individual practice filing equipment allows actual practice in arranging records according to alphabetic, geographic, numeric, and subject methods of filing.

This course is recommended for accounting, as well as secretarial majors.

## COMMERCE 79—SPELLING (1)

A course designed to aid the student in his complete mastery of words; to spell, to pronounce, to syllabify, and to use words correctly.

## COMMERCE 68a—OFFICE MACHINES (2)

A course of instruction designed to acquaint the student with those machines in most common use in business offices and to build skill in performing the fundamental arithmetic operations upon them. The machines studied are: Comptometer, Burroughs, Marchant, Friden, and Monroe Calculating Machines, Remington-Rand and Underwood Sundstrand Adding Machines, Burroughs and Underwood-Sunstrand Posting Machines.



## COMMERCE 68b—OFFICE MACHINES (2)

An advanced course designed to meet the needs of those students who desire to build professional skill in the use of the calculating and adding machines. This course provides specialized work on practical problems chosen from the various major lines of business, thus enabling the operator to obtain proficiency.

Prerequisite: Commerce 68a and permission of the instructor.

## COMMERCE 78a-78b—SECRETARIAL PRACTICE (3-3)

A required course for secretarial majors designed to acquaint the student with those duties, traits, and knowledges required of the secretary on the job. Special emphasis is placed on the status of secretarial work and its relation to office organization; personality development; problems of business etiquette; advice on how to obtain a position and methods of obtaining promotion to higher positions. During the year, work will be given involving the operation of the Dictaphone, Ditto, Mimeograph, and Mimeoscope.

## COMMERCE 18a-18b—COMMERCIAL LAW (3-3)

The organization and procedure of courts; the law of contracts and torts; common legal forms; agency, partnerships, sales and negotiable instruments, corporations, surety, and insurance.

Prerequisite: Permission of the instructor.

## COMMERCE 62—INTRODUCTION TO BUSINESS (3)

A business background course presenting a survey of business principles, problems, practices, and procedures of value to all students, whether or not they are majoring in business. For the Commerce major, this course affords assistance in choosing an area of specialization and a background for the more specialized business courses.

This course is recommended for all Commerce majors.

## COMMERCE 74a-74b—SALESMANSHIP (3-3)

A practical vocational salesmanship course designed to show students how to begin a successful career in merchandising through selling. Through a cooperative arrangement with the retail organizations of the college area, classroom instruction is correlated with practical work experience for the students.

Students in the cooperative work-experience program must register for this course.

## COMMERCE 76a-76b—MERCHANDISING (3-3)

A course dealing with successful merchandising techniques and methods, which will aid the student in acquiring job competency in retail service and in preparing for sales positions leading to management in retail stores. Attention is focused upon the following merchandising problems which confront both the large and small retailer: what to buy, where to buy, trade channels, location and layout, stock care and arrangements, etc.

This is a required course for all merchandising majors.

## COMMERCE 95a-95b—COOPERATIVE RETAIL TRAINING (2-2)

This course satisfies the work-experience requirement for merchandising majors. To graduate in the cooperative work-experience program, a student must work in the field at an approved job as many hours as he spends in classes at the college (i.e., if a student is registered for 15 units at the college, he must work 15 hours a week in a retailing position in the college area). To

## ENGINEERING 24—ADVANCED ENGINEERING DRAWING (3)

Six hours per week.

Cams and gears; detail and assembly drawings of machine parts; free-hand sketching; structural detailing; piping layouts; application of American Standards in drafting room practice, tolerances, classes of fit and machining specifications.

Prerequisites: Engineering 22 and 23.

## ENGINEERING 26—MACHINE DESIGN (2)

Five hours per week.

Design of original machines or parts which can subsequently be made in the college shop. Production drafting methods are followed as closely as possible.

Prerequisites: Engineering 22 and 24.

## ENGINEERING 35—STATICS (3)

Three lectures per week.

Force systems and equilibrium conditions as applied to engineering problems.

Prerequisites: Physics 1a; Mathematics 4a.

## ENGINEERING 52—MECHANICAL DRAWING (3)

Five hours per week.

An elementary course in the fundamentals of mechanical drawing and modern drafting practice; lettering, geometric drawing, orthographic projection, pictorial representation and blueprinting.

Prerequisites: None.

## ENGINEERING 53a-53b—TRADE DRAWING-METAL TRADES (3-3)

Five hours per week.

A practical course in drawing for the metal trades including the fundamentals of mechanical drawing, blueprint reading, sheet metal development and detail, and assembly drawings of machined and fabricated parts.

Prerequisites: None.

## ENGLISH

### A. - Composition and Literature

#### ENGLISH 1a—FIRST-YEAR READING AND COMPOSITION (3)

This course is designed to provide training in intelligent interpretation and in correct and effective expression, oral and written, through analysis and discussion of expository types of literature, especially the essay and biography, and the writing of themes. Organization of material, clarity and directness of style, and idiomatic correctness are stressed. Experience in the preparation of a formal research paper is included.

Prerequisite: A grade of "C" or better in the English Placement Test or in English 51.

#### ENGLISH 1b—FIRST-YEAR READING AND COMPOSITION (3)

The purpose of this course is to improve the student's powers of analysis and expression, and to cultivate his appreciation of literary values, through a critical study of selected plays, poems, short stories and a novel. Oral discussion and written composition are continued.

Prerequisite: English 1a.

## ENGLISH 5a-5b—HISTORY OF ENGLISH LITERATURE (3-3)

This course covers the history of English literature from the Anglo-Saxon period to the present, emphasizing the study of social and historical backgrounds and literary movements, with illustrative readings from literary masterpieces, lectures, and discussions.

Prerequisite: English 1a-1b.

## ENGLISH 8—DIRECTED READING (2)

The object of this course is to encourage recreational reading. It is designed to help students to read more rapidly and with better comprehension, to stimulate the student who has not read much to develop a taste for reading, and to develop in all a discriminating sense in the choice of books.

## ENGLISH 10a-10b—ELEMENTARY JOURNALISM (3-3)

A course which puts emphasis on writing news stories but which also deals with head writing, copy reading, proof reading, page makeup, and ethics in journalism.

Prerequisites: Satisfactory score in English placement test or a grade of "C" or better in English 51, or permission of the instructor.

## ENGLISH 12a-12b—JOURNALISM WORKSHOP (2-2)

A laboratory course in practical journalism. Includes special publicity assignments and advanced work in news writing, copy-editing, and page makeup. Students serve in key positions on campus publications.

Prerequisites: English 10a-10b, or permission of the instructor.

## ENGLISH 14—CREATIVE WRITING (2)

The purpose of this course is to provide opportunity for experience in writing short stories, feature articles, verse, and plays. Workshop discussion of the students' own productions forms a large part of the class activity. Members of the class are encouraged to specialize in the type of writing that interests them most.

Prerequisites: English 1a or by special permission.

## ENGLISH 15—CREATIVE WRITING (2)

This course is a continuation of English 14, offered to all students interested in creative writing. Professional standards of writing receive special emphasis.

Prerequisites: English 1a or by special permission of the instructor.

## ENGLISH 51—GRAMMAR AND COMPOSITION (3)

This course includes drill in mechanics, diction, grammar, punctuation, and spelling, as well as practice in writing sentences, paragraphs, and themes. It is intended primarily for those students who fall below the median score in the English Placement Test.

Prerequisite: None.

## ENGLISH 52—ESSENTIALS IN READING AND WRITING (3)

This course is planned to assist the student in increasing his ability to read rapidly and understandingly, to write clearly, concisely, and correctly.

Prerequisite: English 51.

### ENGLISH 53—PRACTICAL ENGLISH (3)

This course is intended primarily for those students who plan to go directly into business or homemaking after completing their junior college work. Emphasis is on correct usage and interpretive reading.

Prerequisite: None.

### ENGLISH 54—PRACTICE IN READING (1)

This course is intended for those students who wish to improve their comprehension and speed in reading. The class will meet for two laboratory periods each week.

Prerequisite: None.

## B. - Speech Arts

### SPEECH 1a-1b—FUNDAMENTALS OF SPEECH (3-3)

This course is concerned primarily with training in meeting practical speech situations. The work of the first semester concentrates on such fundamentals as techniques of finding and organizing speech materials, effective use of the voice in communication, and good platform manners. In the second semester, the student receives training in the preparation and delivery of various types of speeches.

Prerequisite: A grade of "C" or better in the English Placement Test or in English 51.

### SPEECH 5a-5b—ARGUMENTATION AND DEBATE (3-3)

This course provides squad practice for intercollegiate debates, experience in actual debating, and training in research, discussion, logical analysis, forcefulness, and fluency of delivery. It is especially recommended for pre-legal students.

Prerequisite: Speech 1a-1b.

### SPEECH 21—VOICE (3)

This course is designed for the student who wishes to improve his speaking voice. It includes the theory of voice production, phonetics, and interpretation, as well as drill for improvement of enunciation, tone quality, fluency, and interpretation.

Prerequisite: None.

### SPEECH 33a-33b—PLAY PRODUCTION (2-2)

The work of the course comprises a study of the technique of acting and directing, and practical experience in the production of plays. Attendance at outside rehearsals is required for credit.

Prerequisite: A grade of "C" or better in the English Placement Test, or permission of the instructor.

### SPEECH 34a-34b—ADVANCED PLAY PRODUCTION (2-2)

A course designed for advanced drama students. Actual experience in acting, directing, and producing short and long plays for public presentation in the College Experimental Theatre and Montgomery Auditorium. Attendance at outside rehearsals is required for credit.

Prerequisite: Speech 33a-33b or permission of the instructor.



Scene from one of the stage successes



Home Economics students learning to make clothing

### SPEECH 40—RADIO SPEECH (2)

This is a laboratory course in microphone technique, in which voice control, diction, and radio announcing are studied. It is intended especially for speech majors and for students who wish experience in radio announcing.  
Prerequisite: None.

### SPEECH 51a-51b—PRACTICAL SPEECH (3-3)

This course is arranged for those students who intend to go directly into homemaking or business upon the completion of their junior college work. Stress is placed upon the development of poise and self-confidence, right use of the voice, and parliamentary procedure for meetings of clubs, etc.  
Prerequisite: For Speech 51a; None. For Speech 51b; Speech 51a.

## FOREIGN LANGUAGES

### FRENCH 1a—ELEMENTARY FRENCH (4)

The essentials of grammar as a basis for reading, speaking, and writing correctly the French language; reading of simple French stories; practice in conversation.

Corresponds to first two years of high school French.

### FRENCH 1c—INTERMEDIATE FRENCH (4)

Grammatical review and composition. Reading and interpretation of typical French writers such as Moliere, Maupassant, Daudet, Hugo.

Prerequisite: French 1a-1b or three years of high school French.

### FRENCH 1d—(4)

Continuation of French 1c.

Prerequisite: French 1c or four years of high school French.

### FRENCH 25a-25b—(3-3)

Advanced grammar, composition, and conversation. Reading and reports conducted entirely in French.

Prerequisite: French 1d or its equivalent.

### GERMAN 1a—ELEMENTARY GERMAN (4)

Pronunciation, essentials of grammar, and progressive reading.

Corresponds to first two years of high school German.

Prerequisite: None.

### GERMAN 1b—(4)

Continuation of German 1a.

Prerequisite: German 1a or two years of high school German.

### GERMAN 1c—INTERMEDIATE GERMAN (4)

Grammar review, written composition, extensive reading, and conversation.

Prerequisite: German 1b or three years of high school German.

### GERMAN 1d—(4)

Continuation of German 1c.

Prerequisite: German 1c or four years of high school German.

### SPANISH 1a—ELEMENTARY SPANISH (4)

Practical Spanish conversation, brief oral and written reports in Spanish, and basic grammar.

Corresponds to first two years of high school Spanish.

### SPANISH 1b—(4)

Continuation of Spanish 1a.

Prerequisite: Spanish 1a or two years of high school Spanish.

### SPANISH 1c—INTERMEDIATE SPANISH (4)

Spanish conversation and oral and written reports based on stories, plays, magazine articles, movies, phonograph and tape recordings. Basic grammar review.

Prerequisite: Spanish 1b or three years of high school Spanish.

### SPANISH 1d—(4)

Continuation of Spanish 1c.

Prerequisites: Spanish 1c or four years of high school Spanish.

### SPANISH 25a-25b—(3-3)

Advanced reading, conversation, and composition.

Prerequisite: Spanish 1d or its equivalent.

## HOME ECONOMICS

### HOME ECONOMICS 10a—FOODS (3)

A study of the relationship between food composition, nutrition and health; basic principles of food preparation to conserve nutritive values; development of the ability to plan, prepare, and serve meals which are attractive, adequate for health, and within different income levels.

### HOME ECONOMICS 10b—FOODS (3)

A continuation of 10a, with the application of principles to more complicated techniques of food selection and preparation. This includes buffet, outdoor, regional, and foreign meals.

### HOME ECONOMICS 12a—CLOTHING (3)

Fundamentals of clothing selection as applied to the individual for suitability in color, design, needs, and economic status. Selection, use, and alteration of commercial patterns.

Fundamental techniques of clothing construction.

### HOME ECONOMICS 12b—CLOTHING (3)

Continuation of 12a with more advanced problems, including some original design and tailoring techniques.

### HOME ECONOMICS 13—CONSUMER PROBLEMS (2)

A transfer course open to all students. Instructors from other departments and professional specialists will discuss such topics as personal finance, insurance, buymanship, home furnishings, clothing and others selected by the class.

Prerequisites: None.

### ECONOMICS 50a—CAREER GIRLS' FOODS (2)

A course in the selection and preparation of foods for girls who are majors in other fields but who are aware of their need for some foods and table service training. Demonstrations of quick meals, prepared and served attractively. Participation in menu planning, buying, timing, preparation and serving of quick economical meals.

A course geared for food planning and preparation in a career girl's home—today and tomorrow.

### HOME ECONOMICS 50b—CAREER GIRLS' FOODS (2)

A continuation of 50a with the application of principles of career girl's time and facilities for guest meals. Namely, brunch, buffet and outdoor meals. Preparation and variations of quick mixes, frozen foods, care and handling, and pressure cooking shortcuts.

### HOME ECONOMICS 51a—CAREER GIRLS' CLOTHING (2)

Designed as an elective for majors in other fields who feel the need of some training in selection, care, alteration and construction of clothing. Course includes wardrobe planning, selection of ready-to-wear as well as fabrics, and basic construction techniques. Also fitting and alteration problems. Use and alteration of commercial patterns.

### HOME ECONOMICS 51b—CAREER GIRLS' CLOTHING (2)

A continuation of 51a with advanced construction techniques. Emphasis on selection of color and design suited to the individual. Figure analysis and grooming.

### HOME ECONOMICS 52—CLOTHING, RENOVATION, AND ALTERATION (2)

A course designed for home makers, and for vocational preparation in the merchandising and alteration fields of ready-to-wear departments.

Major problems in altering ready-to-wear garments and the renovation and re-styling of material from garments that have lost their usefulness.

Prerequisite: None. Home Economics 51a recommended.

### HOME ECONOMICS 53—HOME MANAGEMENT (3)

Housekeeping techniques. Budgeting time and money; purchase, use, and care of household equipment and furnishings; care of clothing; organization of work for efficiency and comfort; effect of children in the home. Field trips, lectures, demonstrations, and practice.

### HOME ECONOMICS 54—TEXTILES (3)

Textile fibers and fabrics, production and manufacture. Practical problems in testing and dyeing, fundamental weaves, relationship of costs and durability. Development of skill in recognition, selection and care of clothing and household fabrics.

### HOME ECONOMICS 57—CHILD CARE AND TRAINING (2)

A course in prenatal care and care of the very young child. Feeding and clothing the infant and child of school age; making a layette and self-help garments for the child. The place of stories, toys, and play in child development. Making of toys at home.



### HOME ECONOMICS 58—HOME CRAFTS (1)

A course designed to develop skills in crafts useful for hobbies and for home making. Instruction in major needle arts; knitting, rug making, fabric decoration, making of draperies, slip covers, etc.

Prerequisite: None.

### HOME ECONOMICS 61—FOODS AND TABLE SERVICE FOR MEN (2)

Planning, cooking, serving meals keyed to male appetites and nutritional needs. One-dish meals, tasty salads, simple desserts.

Planning camp meals and outdoor cookery.

### NUTRITION 1—ELEMENTS OF NUTRITION (3)

A course planned to meet the laboratory nutrition courses for nurses. Includes a study of the composition and function of foods, and the food requirements of the normal infant and adult, the principles of gaining and reducing diets, and laboratory work in cookery and planning and computing diets.

### NUTRITION 8—NUTRITION FOR PHYSICAL FITNESS (3)

Non-technical course open to all students.

Fundamentals of nutrition and diet.

Recommended for physical education majors.

### HOME ECONOMICS 63—HOSTESS AND TABLE SERVICE (1)

Courtesies of home and business life.

Planning and table service for entertaining.

Open to all women students.

## HYGIENE

### HYGIENE 1—MEN (2)

A general course including the facts necessary for intelligent maintenance of physical and mental health; an interpretation of life processes; a study of the principal body systems and of the hygiene and first aid associated with each.

### HYGIENE 2—WOMEN (2)

An introduction to hygiene with emphasis on the special health problems and health interests of college students; means of promoting health; relationship of mental health to physical health.

## LIBRARY SCIENCE

### LIBRARY SCIENCE 50a-50b—(1 or 2)

A course of training in the use of books and libraries for students who wish to learn how to use libraries with greater efficiency, and for those who are interested in librarianship as a vocation. Two or four practice periods per week.

## MATHEMATICS

### MATHEMATICS A—ELEMENTARY ALGEBRA (3)

An intensive one-semester course in elementary algebra covering fundamental operations, linear equations, factoring, graphing, exponents and radicals. This course is given for students who are deficient in high school algebra.

Prerequisites: None.

### MATHEMATICS B—PLANE GEOMETRY (3)

An intensive one-semester course in the elements of plane geometry covering rectilinear figures, the circle, similar figures, ratio and proportion, and areas of plane figures. This course is given for students who are deficient in high school geometry.

Prerequisites: Elementary algebra.

### MATHEMATICS C—TRIGONOMETRY (3)

Trigonometric functions of any angles; logarithms; solutions of triangles; trigonometric equations.

Prerequisites: One and one-half years of high school algebra and plane geometry.

### MATHEMATICS D—INTERMEDIATE ALGEBRA (3)

Rapid review of elementary algebra; exponents; radicals; progressions; quadratic equations; systems of equations; logarithms; the binomial theorem.

Prerequisite: One year of high school algebra. This course is not open to students who have received credit for two years of high school algebra.

### MATHEMATICS G—SOLID GEOMETRY (2)

A study of points and lines in space and the properties of regular solids.

Prerequisite: Plane geometry.

### MATHEMATICS 1—COLLEGE ALGEBRA (3)

Mathematical induction; determinants; inequalities; permutations and combinations; probability; partial fraction; higher equations; theory of equations.

Prerequisites: One and one-half years of algebra in high school or Mathematics D.

### MATHEMATICS 2—MATHEMATICS OF FINANCE (3)

A study of graphs, logarithms, statistics, interest, annuities, life insurance, amortization, sinking funds, valuation of bonds, and depreciation.

Prerequisite: Two years of high school algebra or Mathematics D.

### MATHEMATICS 3a—ANALYTIC GEOMETRY AND CALCULUS (3)

The plotting of curves, loci, the geometry of the conic sections, the differentiation of algebraic functions and applications.

Prerequisites: Two years of high school algebra or Mathematics D; plane geometry; plane trigonometry. Recommended to take Mathematics 1 concurrently.

### MATHEMATICS 3b—ANALYTIC GEOMETRY AND CALCULUS (3)

The integration of algebraic functions, applications, exponential and logarithmic functions; the geometry, differentiation, integration of the trigonometric functions; parametric equations.

Prerequisites: Mathematics 3a.

### MATHEMATICS 4a—ANALYTIC GEOMETRY AND CALCULUS (3)

Polar coordinates, transformation, space coordinates; partial differentiations.

Prerequisite: Mathematics 3b.

**MATHEMATICS 4b—ANALYTIC GEOMETRY AND CALCULUS (3)**

Methods of integration, applications, multiple integrals, series.

Prerequisites: Mathematics 4a.

**MATHEMATICS 10—MATHEMATICS FOR ELEMENTARY TEACHERS (3)**

Work and tests covering the operations of arithmetic; fundamental concepts; unit plan of organization of subject matter; analysis of skills and difficulties.

**MATHEMATICS 19a—VECTORS AND ALLIED TOPICS (2)**

A course which includes empirical equations, determinants, nomographs, vector addition, vector dot and cross products with their applications.

Should be taken concurrently with Mathematics 4a.

Prerequisite: Mathematics 3b.

**MATHEMATICS 19b—ELEMENTARY DIFFERENTIAL EQUATIONS (2)**

A study of the differential equation of the first order and first degree, first order and higher degree, applications, total differential equation, linear differential equations.

Should be taken concurrently with Mathematics 4b.

Prerequisite: Mathematics 4a.

**MATHEMATICS 20—SLIDE RULE (2)**

Adjustment, operation, and the theory of the slide rule; computation rules, graphical methods, interpolation, logarithms.

Prerequisite: Have had or be taking Mathematics C.

**MATHEMATICS 50—REVIEW OF ARITHMETIC FUNDAMENTALS (3)**

Drill in the fundamentals with emphasis on fractions, decimals, and percentages.

**MUSIC**

**MUSIC 1a-1b-1c-1d—WOMEN'S GLEE CLUB (1-1-1-1)**

The study and production of choral music, especial attention being given to diction, phrasing, and intonation. The best choral literature will be studied and performed.

**MUSIC 2—DANCE BAND (1)**

A terminal course which includes the organization, training procedures, arranging, vocals and other phases of dance band work. Public performance. Designed for the student desiring to enter the field of professional dance music, radio or theatre orchestra work.

Prerequisite: Consent of the instructor. Only expert players are eligible.

**MUSIC 6a-6b-6c-6d—MEN'S GLEE CLUB (1-1-1-1)**

The study and production of choral music, especial attention being given to diction, phrasing, and intonation.

### MUSIC 8—COLLEGE CHOIR (2)

A study of the best choral literature for mixed voices, with emphasis on tone production, precision and sincerity of ensemble interpretation. Open to all college students upon consent of the instructor. The choir will take part in the annual Christmas presentation in Montgomery Auditorium and the spring operetta. Some extra time is required for public performances.

### MUSIC 9a-9b—ELEMENTARY MUSIC METHODS (2-3)

A basic course for Kindergarten, Primary and General Elementary credentials.

Introduction to basic music skills necessary for an elementary school teacher; singing, theory, conducting, playing an instrument, listening and creating music.

### MUSIC 10—APPRECIATION OF MUSICAL LITERATURE (2)

Designed to aid the average student in developing an understanding and enjoyment of the music of the great composers. No previous musical training required. Special emphasis given to the problems of the musically untrained listener.

### MUSIC 12—BEGINNING THEORY (3)

This course includes the fundamentals of music notation and the use of chords in harmonizing melodies and basses in both major and minor keys. Simple ear-training and keyboard harmony are included. Not difficult for the average student.

### MUSIC 13—INTERMEDIATE HARMONY (3)

A continuation of Music 12 with more harmonization of melodies and basses, employing secondary chords, modulation by use of common chords and common tones, and the use of simple altered chords. Harmonic and melodic dictation and ear-training will be employed.

### MUSIC 18—CONCERT BAND (2)

The study and performance of standard band music, with special attention to interpretation, tone, technique, and general effect. Includes public performances at college functions. Planned for those interested in improving their musicianship. Some extra-class time is required for public appearance of the group.

Prerequisites: None (open to all students).

### MUSIC 20—APPRECIATION OF THE OPERA (2)

A course open to college students interested in attending operas. The offerings of the Los Angeles and San Francisco opera companies will be studied, including plot, scenery and characterizations. The complete operas will be performed on records prior to attending the performances.

## PHILOSOPHY

### PHILOSOPHY 6a-6b—INTRODUCTION TO PHILOSOPHY (3-3)

This course in philosophy is presented by types or typical world views. It attacks the fundamental problems by acquainting the student with representative thinkers and major philosophical systems, and aims to make the subject as practical as possible.

Prerequisite: None.

## PHILOSOPHY 10a-10b—HISTORY OF PHILOSOPHY (3-3)

This is a course in the history of philosophy, chronologically considered, treating of the major philosophers from the pre-Socratics to the Scientific Era.

Prerequisite: None.

## PHOTOGRAPHY

### PHOTOGRAPHY 51—(2)

One lecture and three laboratory hours per week.

A course designed to give the beginner a knowledge of the basic fundamentals of the photographic process. The work begins with instruction and practical experience in picture-taking, preparation of formulas, developing, printing, and enlarging. The advanced techniques of retouching, toning, and coloring; paper negative process; infrared and color photography round out the course.

Students may enroll for lecture only (1 unit) or laboratory only (1 unit) with permission of the instructor.

Prerequisite: None.

## PHYSICAL EDUCATION

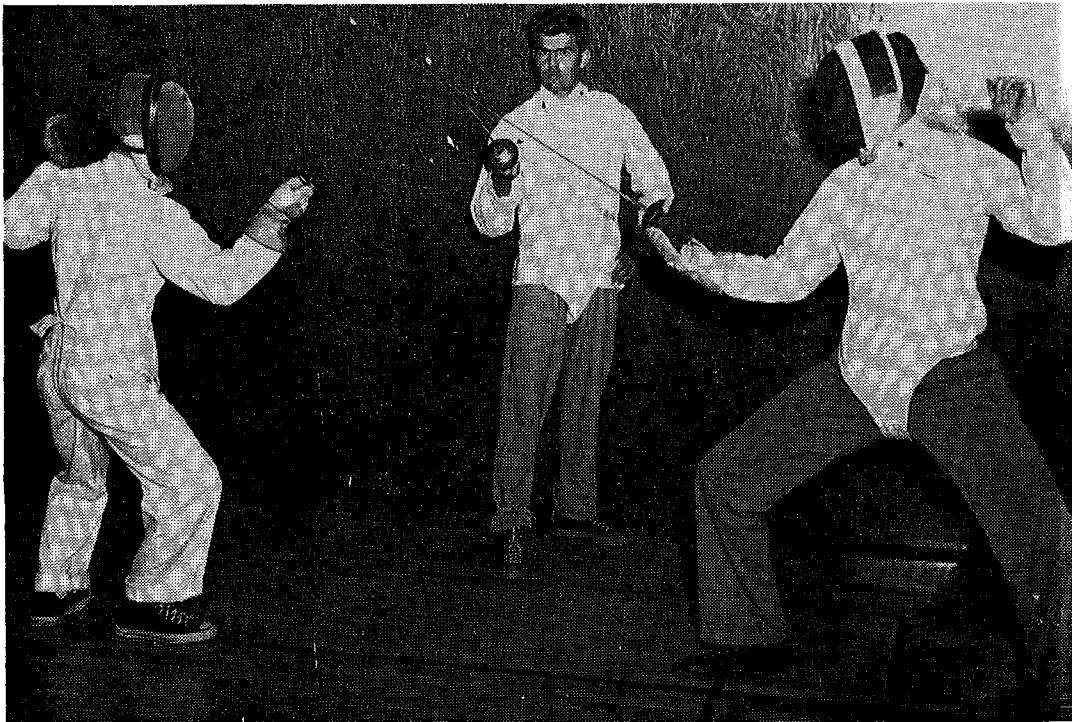
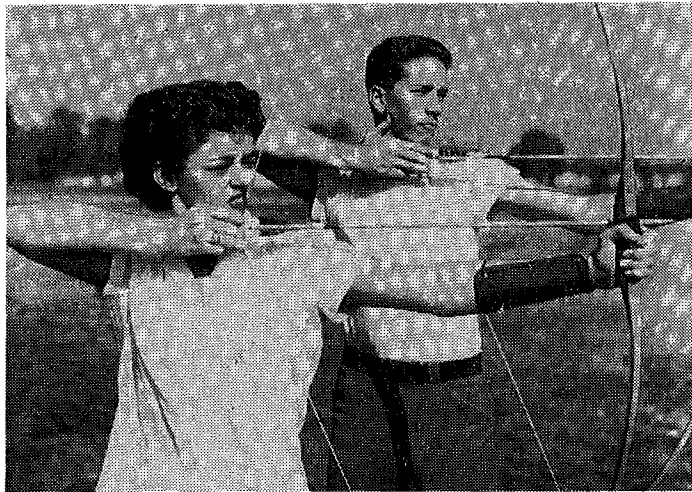
A wide range of activities adapted to the various needs, interests, and capacities of the students is offered. Two units of physical education activities are required for graduation. Not more than one unit in activities may be earned in any one semester. All regular students, under twenty-five years of age, are required to participate in a physical education class for at least two periods each week.

Students majoring in Health and Physical Education or Recreation are encouraged to study carefully the course requirements in the college or university to which they expect to transfer in order that they may complete the proper lower division requirements in the junior college.

### PHYSICAL EDUCATION—GENERAL ACTIVITY ( $\frac{1}{2}$ each)

1. Archery (Men and Women).
2. Badminton (Men and Women).
3. Bowling (Men and Women).
4. Boxing (Men)
5. Dancing (Men and Women); folk, modern, social.
6. Fencing (Men).
7. Golf (Men and Women).
8. Recreation Activities (Men): group games in touch football, volleyball, soccer, softball, basketball.
9. Swimming (Men and Women).
10. Team Sports (Women).
11. Tennis (Men and Women).
12. Tumbling (Men).
13. Weight Lifting (Men).
14. Wrestling (Men).

No general activity course may be repeated. An advanced course will be offered to the fourth semester student.



Archery and fencing, two of many varied physical education activities at COS

## PHYSICAL EDUCATION—COMPETITIVE PROGRAM ( $\frac{1}{2}$ eah)

Team: For students who excel in athletic ability and wish to participate in the inter-collegiate program competing against other junior colleges within the Central California Conference. These students participating in this program are also expected to work toward demonstrating minimum ability in at least one activity in any one of the six recreational groups which is not a duplicate of their team activities. Students planning to enter this program are advised to plan their regular schedules so as to be available for a minimum of ten hours per week during the season of each competitive sport entered.

Basketball, football, baseball, tennis and track.

## PHYSICAL EDUCATION 20—SKILLS AND ANALYSIS OF TEAM SPORTS (3)

Two lecture hours and two laboratory hours per week.

A course for women in the analytic study of skills, team tactics, rules, testing methods, officiating, development of skills in softball, volleyball, basketball, hockey, speedball, and soccer.

## PHYSICAL EDUCATION 21—SKILLS AND ANALYSIS OF INDIVIDUAL AND DUAL SPORTS (3)

Two lecture hours and two laboratory hours per week.

A course for women in the analytic study of skills, organization, fundamentals, facilities, techniques, and tournaments; development of skills in badminton, archery, golf, bowling, tennis, and swimming.

## PHYSICAL EDUCATION 22a—SKILLS AND ANALYSIS OF RHYTHMIC ACTIVITIES (2)

Two lecture and two laboratory hours per week.

A course in the analytic study of traditional steps of folk, social, and tap.

## PHYSICAL EDUCATION 22b—SKILLS AND ANALYSIS OF RHYTHMIC ACTIVITIES (2)

Two lecture hours and two laboratory hours per week.

Rhythmic elements in movement and application to dance. Practice in dance techniques and composition. Dance and its accompaniment from the primitive to the present.

Prerequisite: One semester of modern dance recommended.

## PHYSICAL EDUCATION 23—SOCIAL RECREATION (2)

One lecture hour and two laboratory hours per week.

A course for women in a practical study of the selection and organization of activities acceptable for use in home, organization, and community for any age group; analysis and practice of leadership.

## POLICE TRAINING

### LAW ENFORCEMENT 50—TRAFFIC REGULATION AND CONTROL (2)

Traffic accident investigation and its relation to traffic control and accident prevention; techniques of traffic accident investigation; the California Vehicle Code.

### LAW ENFORCEMENT 51—CRIMINAL LAW (2)

Elements of criminal law; the California Penal Code; specific offenses; elements of crime.

## LAW ENFORCEMENT 52—LAW OF ARREST (2)

Rights and duties of peace officers, citizens and prisoners; warrants; techniques of arrest, searches and seizures.

## LAW ENFORCEMENT 53—CRIMINAL INVESTIGATION (4)

Three hours lecture and three hours laboratory per week.

Principles and techniques of criminal investigation; scientific crime detection methods; laboratory practice in the techniques of investigation.

Prerequisite: Law Enforcement 51, 54, and 55.

## LAW ENFORCEMENT 54—RULES OF EVIDENCE (2)

Obtaining and presenting evidence in court; elemental rules of evidence; weight and value of various types of evidence.

## LAW ENFORCEMENT 55—POLICE RECORDS AND REPORTS (3)

A study of the structure and functions of the police record system from the administration aspect; complaint records; criminal files; cross index techniques; modus operandi; report writing; descriptions of persons and property; collateral police records; police statistical method and prediction of significant trends.

Prerequisite: Political Science 10a-10b.

## LAW ENFORCEMENT 56—CRIMINAL IDENTIFICATION (3)

Theory and practice in the study of fingerprints, description of persons, and modus operandi in its application to individual characteristics.

## LAW ENFORCEMENT 57—CRIME PREVENTION (3)

Nature and extent of juvenile delinquency; the problem of cause; methods of treatment and prevention; police problems and methods of dealing with juvenile delinquency.

Prerequisite. Sophomore standing. Recommended: Sociology or psychology.

## PRE-FLIGHT COURSES

### PRE-FLIGHT 60—NAVIGATION (3)

Three hours per week.

This course is designed to give students the basic fundamentals of Dead-Reckoning Aerial Navigation. A student completing the course should be able to do the ground school work in Navigation during his primary training period; he will be qualified to take the C.A.A. examination in Navigation for Commercial Pilot rating; or he should qualify for a Ground School Instructor's rating to teach Navigation.

### PRE-FLIGHT 61—THEORY OF FLIGHT, AIRCRAFT ENGINES, AND STRUCTURES, AND GENERAL MAINTENANCE OF AIRCRAFT (3)

Three hours a week.

This course will give the student an understanding of how an airplane flies; how and of what materials it is constructed; structure and operation of aircraft engines and engine systems; propellor theory; types and operation; and general maintenance and inspection procedures.



## PRE-FLIGHT 62—AVIATION RADIO (2)

Two hours per week.

A course designed to enable the student to pass the radio section for his pilot's licenses. Material covered includes theory and use of receivers, transmitters, radio navigational aids, voice procedures, FCC regulations, the Morse code, and visual signals.

Prerequisites: None.

Meteorology1 also qualifies as a pre-flight course.

## PSYCHOLOGY

### PSYCHOLOGY 1a—GENERAL PSYCHOLOGY (3)

The introductory course in psychology is a survey of the processes of adjustment, growth, learning, remembering, perceiving, thinking, sensation, and emotion.

Prerequisite: None.

### PSYCHOLOGY 1b—FIELDS OF PSYCHOLOGY (3)

A survey of the fields of contemporary psychology such as social, abnormal, child, educational, and vocational. Local kindergartens and clinics are visited.

Prerequisite: Psychology 1a with a grade of "C" or better, or with the instructor's approval.

### PSYCHOLOGY 51—PRACTICAL PSYCHOLOGY (3)

A course designed to give students an understanding of the psychological principles underlying everyday behavior. It includes a consideration of personality, intelligence, learning, and emotional adjustment.

This course is intended primarily for terminal students.

Prerequisite: None.

### PSYCHOLOGY 26—MARRIAGE AND FAMILY LIFE (2)

This course covers the problems involved in mate selection, family stability and marriage. It is designed to aid the student in gaining a better background upon which to build a successful marriage, with special emphasis on the psychological factors involved. Students of sophomore standing are ordinarily admitted to the class first.

### PSYCHOLOGY 59—STUDENT GOVERNMENT AND LEADERSHIP (1)

A required course for members of the Executive Board of the Associated Students and all club presidents for the study of the Constitution of the Associated Students; parliamentary procedures; organization; publicity; finance; development of leadership qualities.

## SCIENCE

### ANATOMY 1—HUMAN ANATOMY (4)

Three hours lecture and three hours laboratory per week.

A study of the body first as an integrated whole, followed by a consideration of the organ systems in succession with enough histology to make the study of gross structures more meaningful. Designed to meet the requirements for pre-nursing courses and as a cultural course in human biology.

Prerequisite: None. High school biology and chemistry are recommended.

## BACTERIOLOGY 1—GENERAL BACTERIOLOGY (4 or 5)

Three hours lecture and three or six hours laboratory per week.

A course designed to give the student the fundamentals of bacterial life, and to develop scientific and bacteriological technique.

The lectures cover: history, morphology, biochemical activities, effects of physical and chemical agents, and an introduction to infection and disease.

The laboratory exercises deal with morphology and the physiology of bacteria.

A student who has credit for Bacteriology 60 may earn not more than three units for Bacteriology 1.

Prerequisite: Chemistry 1a.

## BACTERIOLOGY 60—(4)

Three hours lecture and three hours laboratory per week.

A course designed to give the pre-nursing student an understanding of the principles of bacteriology, including disinfection, immunity, and the specific agents of disease.

Prerequisite: None. High school chemistry and a biological science are recommended.

## BIOLOGY 1a-1b—GENERAL BIOLOGY (4-4)

Two hours lecture and six hours laboratory per week.

A practical course designed to enrich the cultural background of the student as well as furnish a satisfactory biological foundation in any field requiring a general knowledge of life phenomena. An attempt is made to emphasize those biological principles which have applications in everyday experiences.

Course 1a, plant biology; 1b, animal biology.

Prerequisite: None. Occasional field trips on Saturday.

## BOTANY 1—GENERAL BOTANY (5)

Three hours lecture and six hours laboratory per week.

An introductory study of the basic principles of plant morphology, taxonomy, ecology, physiology, heredity, and evolution.

Prerequisites: None.

## BOTANY 10—ECONOMIC BOTANY (3)

Three lectures per week; occasional field trips on Saturdays.

A course designed to acquaint the students with the important part that plants play in man's agricultural and industrial activities. Products of the plant cell wall, cell exudates and extractions, and plants and plant parts used for food and beverages are discussed.

No prerequisite. Knowledge of Biology or Botany recommended.

## CHEMISTRY 1a-1b—GENERAL CHEMISTRY (5-5)

Three hours lecture and six hours laboratory per week.

A study of the fundamental theories and laws of chemistry, the applications of mathematics to chemistry, and an introduction to laboratory qualitative analysis. This is a basic course for those intending to enter the professional fields which require chemistry as a foundation course.

### CHEMISTRY 5—QUANTITATIVE ANALYSIS (3)

One hour lecture, one hour recitation, six hours laboratory per week.

An introductory course in the fundamental principles of quantitative analysis with a theoretical treatment of the laws and theories which apply and general instructions in various methods of gravimetric and volumetric analysis. For students interested in medicine, clinical work, petroleum, or chemical industries in general.

Prerequisite: Chemistry 1a or 1b with a grade of "C" or better.

### CHEMISTRY 8—ORGANIC CHEMISTRY (3)

Three hours lecture per week.

A study of the fundamental theories and laws of the chemistry of the aliphatic and aromatic carbon compounds. Designed primarily for majors in: pre-medicine, pre-dentistry; related biological fields, and engineering.

Prerequisite: Chemistry 1a or 1b with a grade of "C" or better.

### CHEMISTRY 9—ORGANIC CHEMISTRY (3)

One hour lecture and six hours laboratory per week.

A study of the properties and reactions of the common types of carbon compounds. Designed as the laboratory for Chemistry 8.

Prerequisite: Chemistry 8; or Chemistry 8 may be taken concurrently.

### CHEMISTRY 50—CHEMISTRY FOR AGRICULTURE (3)

Three hours lecture per week.

An introduction to elementary chemistry as applied daily in agriculture. Soil amendments, fertilizers, insecticides, and herbicides will be studied.

Prerequisite: None.

### CHEMISTRY 53—GENERAL CHEMISTRY (4)

Three hours lecture and three hours laboratory per week.

An introductory course in the principles, resources, and applications of general chemistry. Organic chemistry and other topics of interest to pre-nursing students are stressed.

Prerequisite: None.

### CHEMISTRY 54—ELEMENTARY CHEMISTRY (4)

Three hours lecture and three hours laboratory per week.

An introduction to the theories, laws, and concepts of chemistry. Practical application of chemistry in daily living will be stressed. The course is primarily for those desiring an elementary course in chemistry before taking Chemistry 1a. Also suitable for students who, not having high school chemistry, desire a knowledge of some practical aspects of chemistry.

Prerequisite: None.

### FIELD NATURE STUDY 10a-10b-10c—(1 or 2)

A field course designed to acquaint students with natural phenomena as they exist out-of-doors. Trips are taken to areas suitable for study of plant and animal life, geology and other phases of Natural Science.

Offered during Easter vacation and first part of summer vacation. One-unit courses offered at other times when shorter periods are available.

No prerequisites; some knowledge of Biology desirable.

PHYSICS 2a-2b—GENERAL PHYSICS (3-3)

Three hours lecture per week.

A survey course in physics covering properties of matter, mechanics, heat, sound, light, electricity, and magnetism. Required for pre-medical students. May be taken by other students as an elective to satisfy science requirements.

Prerequisite: Trigonometry or Mathematics C.

PHYSICS 3a-3b—GENERAL PHYSICS LABORATORY (1-1)

One three-hour laboratory each week in which students may work out experiments dealing with the phases of physics covered in Physics 2a-2b. Should be taken concurrently with Physics 2a-2b.

PHYSICS 20a-20b—RADIO COMMUNICATION (3-3)

An elementary course covering the fundamentals of alternating and direct current electricity, vacuum tubes, oscillators and amplifiers, design of radio broadcasting and receiving equipment, including circuit analysis. Qualified students will be allowed to operate short wave transmitter.

Prerequisite: High school algebra or Mathematics A.

PHYSICS 23a-23b—ELEMENTARY RADIO LABORATORY (1-1) or (2-2)

Three or six hours laboratory per week.

Laboratory time to be devoted to practice in International Telegraph Code, construction of radio equipment, or simple radio tests and measurements.

Prerequisite: Physics 20 or permission of instructor.

PHYSICS 45—ELEMENTARY NUCLEAR PHYSICS (1)

A non-mathematical introduction to the study of nuclear physics. Emphasis is placed upon structure and reactions of atomic bombs, utilization of atomic energy and radio isotopes.

Prerequisite: Either high school chemistry or physics, or college chemistry or physics.

PHYSICS 50a-50b—ELEMENTARY RADIO PHYSICS (3-3)

An elementary course in the fundamentals of radio receiving and transmitting equipment intended for those students who have an avocational interest in radio and electronics.

PHYSICS 50c-50d—ELEMENTARY RADIO PHYSICS LABORATORY (1-1 or 2-2)

A laboratory course in which students work on their own radio projects; practice of the International Morse Code; construction for radio equipment; radio repair work.

PHYSICS 53a-53b—ELEMENTARY PHYSICS (3-3)

Three hours lecture and three hours laboratory per week.

A survey of physics with application to industry and modern life.

Prerequisite: None.

### PHYSIOLOGY 1a—INTRODUCTORY PHYSIOLOGY (3)

Three hours lecture per week.

A survey of the systems of the body and their functions. Special emphasis is placed upon the functional inter-relationships of the neuro-muscular, circulatory, respiratory, digestive, and endocrine systems. This course will satisfy the requirements of pre-nursing and physical education majors, and of a general cultural course in life science.

Prerequisite: None. Anatomy 1a is recommended.

### PHYSIOLOGY 1c—INTRODUCTORY PHYSIOLOGY LABORATORY (1 or 2)

Three or six hours laboratory per week.

A course covering experimental phases of the lecture material. The experiments cover nerve muscle preparation and recordings, sensory apparatus, blood pressures and clinical blood examinations, respiration, chemistry of food, urinalysis, etc.

Prerequisite: Physiology 1a, which may be taken concurrently.

Note: Students should check the requirements of the college to which they intend to transfer before signing up for less than two units of laboratory.

### ZOOLOGY 1a-1b—GENERAL ZOOLOGY (4-4)

Two hours lecture and six hours laboratory per week.

An introductory study of the basic principles of animal morphology, taxonomy, ecology, physiology, embryology, heredity, and evolution. This course satisfies the zoology requirements of pre-medicine, dentistry, agriculture, etc.

Prerequisite: None.

### ZOOLOGY 10—GENERAL ZOOLOGY (3)

Three hours lecture per week.

An introductory study of the basic principles of biology as illustrated on both plants and animals. Open to those students who have not had Zoology 1a-1b.

Prerequisite: None.

## SOCIAL SCIENCE

### POLITICAL SCIENCE 1a-1b—COMPARATIVE GOVERNMENTS (3-3)

An introduction to the study of the various major governments of the world, elementary principles of political science, and the forces behind political processes.

### POLITICAL SCIENCE 5—(3)

An introduction to the principles and problems of national, state, and local government, with particular emphasis on the Constitution of the United States of America.

This course fulfills all state requirements for the Constitution.

## POLITICAL SCIENCE 10a-10b—GENERAL ADMINISTRATION OF JUSTICE (3-3)

A study of the purpose, function, and brief history of the agencies dealing with the administration of justice. Discussion of crime, the criminal, traffic, and vice as social and police problems. A survey of criminal laws and procedure; function of the courts; prosecuting and defense attorneys; correctional and penal institutions; probation and parole; American and foreign police systems.

## ECONOMICS 1a-1b—PRINCIPLES OF ECONOMICS (3-3)

An introduction to the fundamental principles of economics. This is a brief study of the problems involving the production, exchange, and use of wealth designed to give the student an approach to the economic issues of the present, and an understanding of modern social problems.

## GEOGRAPHY 1a—(3)

Introduction to Geography; Physical elements. Climate, land forms, soils, map interpretation.

## GEOGRAPHY 1b—(3)

Introduction to Geography: Natural and Cultural Regions. Regional distribution of environmental features in patterns on the earth's surface.

## GEOGRAPHY 5a-5b—ECONOMIC GEOGRAPHY (3-3)

A study of man's use of the natural resources of the earth.

The first semester is concerned specifically with agriculture, hunting and fishing, mining, manufacturing, trade, transportation, and residential occupancy in the United States and Canada.

The second semester deals with similar materials in the areas of Central America, South America, Europe, Asia, Africa, and Australia.

## HISTORY 4a-4b—HISTORY OF WESTERN EUROPE (3-3)

The evolution of western civilization from antiquity to the contemporary scene. The course presents a general perspective through a consideration of the development of religious, political, intellectual, and economic institutions. The aim is to lay a foundation for the understanding of contemporary problems.

## HISTORY 8a-8b—HISTORY OF THE AMERICAS (3-3)

A general survey of the history of North, Central, and South America. Emphasis the first semester is on the European inheritance, colonial development, and international rivalry. The second semester is devoted to the wars of independence, the development of the American nations, and their interrelations during the nineteenth and twentieth centuries.

This six-unit course fulfills state requirements in American History.

## HISTORY 10—AMERICAN HISTORY (3)

A survey of the development of American economics, political, and social institutions.

This course fulfills state requirements in American History.

## SOCIOLOGY 1a-1b—INTRODUCTION TO SOCIOLOGY (3-3)

An introductory course in the development of human institutions, the organization of society, and the problems arising from group relationships in a changing society.

## TRADES AND INDUSTRIES

### A. - Building Trades

#### BUILDING TRADES 55a-55b—ELEMENTARY CARPENTRY, TRADE RELATED INFORMATION (3-3)

An introductory course in those phases of carpentry that can be taught in the classroom, and covers: safety, care and use of tools, blueprint reading, material estimating, bearing capacities of soils, termite control, laying out buildings, foundation form construction, framing. This course is required of all regular day school carpentry students.

#### BUILDING TRADES 56a-56b—ADVANCED CARPENTRY, TRADE RELATED INFORMATION (3-3)

A continuation of 55a and 55b. This course covers roof framing, exterior trim, interior trim and cabinet work. It is required of all regular day school second-year carpentry students.

#### BUILDING TRADES 65a-65b—ELEMENTARY CARPENTRY, MANIPULATIVE INSTRUCTION (7-7)

For three hours each school day the student works on a project house and performs the work of a beginning carpenter in the trade. He is furnished the hand and power tools found in the trade and is taught how to care for and use them. The beginning student usually works with an advanced student on the job.

#### BUILDING TRADES 66a-66b—ADVANCED CARPENTRY, MANIPULATIVE INSTRUCTION (7-7)

For three hours each school day the second-year student works on the project house and performs the more advanced work of a carpenter. This includes framing and rafter lay-out, cabinet making, material estimating. He usually works with a beginning student and learns to give instructions and directions to assistants in the manner of a journeyman.

### B. - Metal Trades

#### MECHANICS 60a-60b—WELDING (3-3)

Five hours per week.

Study of welding materials, supplies, tools and equipment. Welding procedures using arc welding and acetylene welding and cutting equipment.

#### MECHANICS 62—SHEET METAL (3)

Five hours per week.

Study of materials, supplies, tools, and machines. Project construction on basic processes covering layout, cutting, forming, joining, and surface finish.

#### MECHANICS 64a-64b—ELEMENTARY MECHANICS (3-3)

Five hours per week.

An introductory course covering the study of materials, processes, tools and machines in the general metal field. Project construction on layout, benchwork, welding, foundry, heat treating, sheet metal and machine shop.

To be taken concurrently with Engineering 53a-53b.

# Y PROGRAM

## FORMATION

ment of Education, the Extended Day  
subjects leading to graduation from  
special needs and interests of adults.  
Weeks' classes is planned for the begin-  
courses earn university transfer credit.  
at any time and may be of varying

meet once or twice a week for two or  
of the course and the nature of the  
lay and evening hours.  
persons, any course that is consistent  
College is organized.

## SSION

ge or older, or high school graduates  
courses offered in the Extended Day  
during the term if he is able to carry the  
k of the group.

## OF COURSES

e numbered 1-49. Terminal courses are

## RATION

he Administration Building during the  
ices from the Counseling Staff will be  
gistration. Appointments may be made  
rs. Late registrations will be handled

## EES

ted by a local school district under the  
ended Day Program has no tuition fee.  
als fees are assessed according to the  
no fee for general lectures.

## AND GUIDANCE

e Extended Day Program is open from  
gh Friday. General counseling is given  
and by members of the instructional

## SHOP (6-6)

ools and equipment. Project construction  
n of jobs on lathes, drill presses, grind-

4b.



## WITHDRAWAL FROM COURSE OR COLLEGE

Students who are enrolled for credit and desire to withdraw from a course or from the College should notify the College by writing or telephoning Visalia 4-6761 immediately upon withdrawal.

## FACILITIES ON THE CAMPUS

The College Library, the student store, and the student union are available to extended day students.

## GRADUATION REQUIREMENTS

The graduation requirements for an Associate in Arts degree from the Extended Day Program are identical with those of the regular day school.

In cooperation with the high schools of the district, the College of the Sequoias Extended Day School can make arrangements for adults to secure credit toward high school diplomas for work taken in the Extended Day Program.

The minimum state requirements for high school graduation of adults consist of the completion of not less than 150 semester periods of classroom instruction, not including physical education. A semester period is defined as one period of 60 minutes per week throughout one semester of not less than 17 weeks. Included in the 150 semester periods must be the following:

Ten semester periods of instruction in American History, including American Institutions and Ideals and the study of federal and local governments.

Attainment of satisfactory mastery of oral and written English.

## OPPORTUNITIES

Because of the flexibility of its organization and its course, the Extended Day Program is able to serve individuals of post-high school age irrespective of their background, training, and experience.

The Extended Day School Program serves the young college student who finds it convenient to take courses in the evening hours as part of his regular studies or wishes to make up deficiencies.

The veteran or older adult who is employed during the daytime is able in the evening, to enroll in the course of his leisure or vocational interest. He may also earn credit leading to graduation from college.

Of immediate use to students are the subjects in general education, business, semi-professional, and technical fields. Featured are upgrading courses in industry, work experience under supervision, as well as refresher and coaching courses.

These services for adults are developed in cooperation with the community through representatives from trades, business, industry, commerce, professions and community agencies.

## COMMERCE

- COMMERCE 2—ACCOUNTING FOR BANKERS (ADVANCED) (3)
- \*COMMERCE 6a-6b—PRINCIPLES OF ACCOUNTING (3-3)
- COMMERCE 7—MONEY AND BANKING - AMERICAN BANKING INSTITUTE COURSE (3)
- COMMERCE 8 — FUNDAMENTALS OF BANKING - AMERICAN BANKING INSTITUTE COURSE (3)
- COMMERCE 9—NEGOTIABLE INSTRUMENTS - AMERICAN BANKING INSTITUTE COURSE (3)
- COMMERCE 10 — BUSINESS ADMINISTRATION - AMERICAN BANKING INSTITUTE COURSE (3)
- \*COMMERCE 50a-50b—ELEMENTARY SHORTHAND (5-5)
- \*COMMERCE 53a-53b—ELEMENTARY TYPEWRITING (2-2)
- \*COMMERCE 54a-54b—ADVANCED TYPEWRITING (2-2)
- COMMERCE 58—COMMERCIAL LAW - AMERICAN BANKING INSTITUTE COURSE (3)
- \*COMMERCE 68a—OFFICE MACHINES (2)
- COMMERCE 72—LEGAL SECRETARIES (2)
- COMMERCE—TAX CLASS FOR ACCOUNTANTS (No credit)
- SALESMANSHIP—RETAIL SELLING
- SECURITIES AND INVESTMENTS—FOR THE LAYMAN

## ENGINEERING

- \*ARCHITECTURE 1a-1b—ARCHITECTURAL DRAWING (3-3)

### ENGLISH

#### A. - Composition and Literature

- \*ENGLISH 1a-1b—FIRST YEAR READING AND COMPOSITION (3-3)
- \*ENGLISH 12a-12b—JOURNALISM WORKSHOP (2-2)
- \*ENGLISH 14—CREATIVE WRITING (2)
- ENGLISH 15—CREATIVE WRITING (ADVANCED) (2)
- ENGLISH 55a-55b—GREAT FILMS (1-2)

#### B. - Speech Arts

- \*SPEECH 2a-2b—FUNDAMENTALS OF SPEECH (2)
- \*SPEECH 21—VOICE (3)
- SPEECH 35a-35b—PLAY PRODUCTION FOR THE ADULT (3)
- SPEECH 60a-60b—ELEMENTARY RADIO PRODUCTION (2)

### FOREIGN LANGUAGES

- \*FRENCH 1a—ELEMENTARY FRENCH (4) Continued through both semesters.
- FRENCH 51—CONVERSATION (2)
- \*SPANISH 1a—ELEMENTARY SPANISH (4). Continued through both semesters.
- \*SPANISH 1b—(4). Continued through both semesters.
- \*SPANISH 1c—INTERMEDIATE SPANISH (4). Continued through both semesters.

## HOME ECONOMICS

- \*HOME ECONOMICS 10a—FOODS (3)
- \*HOME ECONOMICS 12a—CLOTHING (3)
- HOME ECONOMICS 14—HOME NURSING FOR INSTRUCTORS - AMERICAN RED CROSS (3)
- \*HOME ECONOMICS 51b—CLOTHING CONSTRUCTION (3)
- \*HOME ECONOMICS 55—HOME NURSING (2)
- HOME ECONOMICS—LAMP SHADES (No credit)
- HOME ECONOMICS—RED CROSS VOLUNTARY NURSES AIDE (No credit)

## HYGIENE

- \*HYGIENE 1—MEN (2)
- \*HYGIENE 2—WOMEN (2)
- HEALTH 3—RED CROSS FIRST AID (1)
- HYGIENE 4—DEFENSIVE HYGIENE (2)

## MATHEMATICS

- \*MATHEMATICS C—TRIGONOMETRY (3)
- \*MATHEMATICS 10—MATHEMATICS FOR ELEMENTARY TEACHERS (3)
- \*MATHEMATICS 20—SLIDE RULE (2)

## MUSIC

- \*MUSIC 7—ORCHESTRA (2) Second Semester.
- \*MUSIC 9a-9b—ELEMENTARY MUSIC METHODS (3-2)
- \*MUSIC 10—MUSIC APPRECIATION (2)

## PHYSICAL EDUCATION

- \*PHYSICAL EDUCATION—GENERAL ACTIVITY ( $\frac{1}{2}$  each)
  1. Badminton (Men and Women)
  2. Recreation Activities (Men); group games in touch football, volleyball, basketball.
  3. Swimming (Men and Women)
  4. Weight Lifting (Men)
  5. Folk Dancing (Men and Women)
  6. Square Dancing (Men and Women)
  7. Social Dancing (Men and Women)

## POLICE TRAINING

- \*LAW ENFORCEMENT 50-57—TRAINING FOR POLICE WORK (2)
- LAW ENFORCEMENT 60a-60b-60c-60d — POLICE TRAINING FOR PEACE OFFICERS (2-2)

An in-service program for regularly employed peace officers.

## PSYCHOLOGY

- \*PSYCHOLOGY 1a—GENERAL PSYCHOLOGY (3)
- \*PSYCHOLOGY 26—MARRIAGE AND FAMILY LIFE (2)
- PSYCHOLOGY 55—PSYCHOLOGY APPLIED TO LIFE & WORK (2)  
A practical course designed for adults, to give a basic understanding of psychology and its use in everyday living.
- MENTAL HEALTH—(No credit)

## SCIENCE

- \*BIOLOGY 1a-1b—GENERAL BIOLOGY (3-3)
- CHEMISTRY 51—FOR THE LAYMAN (2)  
The service of chemistry in the daily needs of mankind.
- DENTAL ASSISTANTS 5—104 Hours (4). Field trips.  
Sponsored by the National Dental Association in cooperation with Tulare-Kings County Dental Association.
- \*GEOGRAPHY 1a—PHYSICAL GEOGRAPHY (3)
- \*GEOLOGY 1a—PHYSICAL GEOLOGY (3)
- \*METEOROLOGY 1—ELEMENTARY METEOROLOGY (3)
- \*MINERALOGY 1a-1b—(2-2)
- \*PHYSICS 23a-23b—ELEMENTARY RADIO LABORATORY (1-1) or (2-2)
- PHYSICS 60—RADIO NAVY SCHOOL (2)
- \*PRE-FLIGHT 60—PRE-FLIGHT COURSE IN AIR NAVIGATION (3)
- \*PRE-FLIGHT 61—ENGINES AND STRUCTURES, AVIATION PRE-FLIGHT (3)
- \*ZOOLOGY 10—GENERAL ZOOLOGY (3)

## SOCIAL SCIENCE

- ECONOMICS 50—PRINCIPLES OF ECONOMICS FOR BANKERS (3)
- \*GEOGRAPHY 5a-5b—ECONOMIC GEOGRAPHY (3-3)
- \*HISTORY 4a-4b—HISTORY OF WESTERN EUROPE (3-3)
- \*HISTORY 8a-8b—HISTORY OF THE AMERICAS (3-3)
- \*HISTORY 10—AMERICAN HISTORY (3)
- \*POLITICAL SCIENCE 5—FEDERAL AND LOCAL GOV'T. (3)
- \*SOCIOLOGY 1a-1b—INTRODUCTION TO SOCIOLOGY (3-3)
- SOCIOLOGY 50—COUNSELING AND INTERVIEWING (2)

## TRADES AND INDUSTRIES

### A. - Building Trades

- BLUEPRINT READING—(No credit)
- BUILDING TRADES — CARPENTRY FOR THE APPRENTICE (No credit)
- ELECTRIC WIRING—(No credit)  
Theory, practice, and field trips.

### B. - Metal Trades

- \*MECHANICS—MACHINE SHOP (No credit)
- MECHANICS—SHEET METAL (No credit)
- \*MECHANICS—WELDING (No credit)