KEY TO TAMPA CAMPUS MAP

1 John & Grace Allen Administration Bldg. B-2
2 Student Services Bldg. C-2
3 University Center B-1
4 University Theatre B-1
5 Theatre Center B-1
6 Fine Arts Bldg. A-12
7 Life Science Annex A-2
8 Life Science Building A-2
9 Chemistry Building B-2
10 Science Center B-2
11 Engineering Building B-2
12 Physics Building B-2
13 Planetarium B-2
14 Campus Information Center C-3
15 Library C-2
16 Arts & Letters Bldg C-2
17 Education Building C-2
18 Faculty Office Building C-2
19 Business Admin. Bldg. CD-2
20 Social Science Building CD-2
21 Classroom Bldg. A C-2
22 Gymnasium D-2
23 Physical Education Bldg. D-2
24 Argos Center C-1
25 Alpha Hall C-1
26 Beta Hall C-1
27 Gamma Hall C-1
28 Andros Office-Classroom Building C-1
29 Andros Center C-1
30 Delta Hall C-1
31 Epsilon Hall BC-1
32 Zeta Hall B-1
33 Eta Hall C-1
34 Theta Hall C-1
35 Iota Hall C-1
36 Kappa Hall C-1
37 Lambda Hall C-1
38 Mu Hall C-1
39 University Police Hq. C-1
40 USF Credit Union B-1
41 Operations & Maintenance Administration Bldg. B-1
42 Maintenance & Utility Building B-1
43 Textbook Center A-1
44 Engineering Research Building A-1
45 Central Receiving Bldg. A-1

VISITORS PARKING

See other maps inside back cover
ACCENT ON LEARNING

GENERAL CATALOG
OF THE
UNIVERSITY OF SOUTH FLORIDA
1977-78

This public document was promulgated at an annual cost of $43,707, or $.546 per copy, including preparation, printing, and distribution, to provide comprehensive information on the University of South Florida.

[Section 283.27, Florida Statutes]

Programs, activities, and facilities of the University of South Florida are available to all on a non-discriminatory basis, without regard to race, color, creed, religion, sex, age, or national origin. The University is an affirmative action Equal Opportunity Employer.

The announcements, information, policies, rules, regulations, and procedures set forth in this bulletin are for information only and are subject to continual review and change without notice.
Visiting the University

Prospective students and other interested persons are invited to visit the University whenever possible. Most University offices receive visitors from 8:00 a.m. to 5:00 p.m. Monday through Friday.

Tour guides for visitors to the Tampa Campus may be arranged by calling 813-974-2637 or by writing University Center, USF, Tampa, Fla. 33620. Regular tours are offered at 10 a.m. and 2 p.m., Monday-Friday, and at 1 p.m. Saturday and Sunday.

The Tampa Campus of the University is located on Fowler Avenue (State Route 582) approximately two miles east of Interstate 75 and Nebraska Avenue (U.S. Route 41) and seven miles north of Interstate 4.

The other campuses of the University are located in the places noted below and elsewhere in this publication.

Communicating with the University

Communications regarding the services and programs listed below should be directed by letter or by phone to the appropriate office on the Tampa, St. Petersburg, Fort Myers, or Sarasota campuses. Mailing addresses and general telephone numbers for the campuses are given at the bottom of this page. The offices listed below (on the Tampa Campus unless otherwise indicated) may be dialed direct at the telephone numbers shown.

Academic Advising (for freshmen)
Division of University Studies, SVC 255 974-2645

Academic Advising (for upperclassmen and graduate students)
Office of the Dean of the appropriate college

Applications and Admission
Office of Admissions, SVC 126 974-4020

Career Planning and Placement
Division of Cooperative Education and Placement, SVC 243 974-2171

College Level Examination Program (CLEP tests)
Office of Testing and Advanced Placement, FAO 201 974-2741

Community College Relations (transfer students)
Office of Community College Relations, SVC 123 974-2506

Continuing Education Courses and Conferences
Center for Continuing Education, FAO 105 974-2403

Cooperative Education Program
Division of Cooperative Education and Placement, SVC 243 974-2741

Deceased Students
Office of Student Affairs, ADM 151 974-2151

Financial Assistance (scholarships, loans, employment)
Office of Financial Aids, SVC 262 974-2621
Office of Student Employment, SVC 262 974-2297

Graduate Studies
Division of Graduate Studies, ADM 229 974-2846

Handicapped Student Program and Facilities
Office of Student Organizations, CTR 217 974-2615

Health Services (Student)
Health Center, CTR 411 974-2331

Housing: Campus Residence Halls
Office of Housing and Food Service, RAR 229 974-2761

Housing: Off-Campus
Student Government Office, CTR 156A 974-2401

International Students
Office of Student Organizations, CTR 217 974-2615

Library Resources
Office of the Director of Libraries, LIB 207 974-2721

Mature Student Advising
Division of University Studies, SVC 255 974-4020

Minority Student Advising
Division of University Studies, SVC 255 974-4020

Orientation ("FOCUS")
Office of New Student Relations, SVC 122 974-2076

Pre-Admission Advising for Prospective Students
Office of New Student Relations, SVC 122 974-2076

Parking and Traffic Services
University Police Department, UPB 974-2628

Records, Registration
Office of Records & Registration, SVC 136 974-4029

Speakers Service
Office of Information Services, ADM 264 974-2181

Student Affairs
Office of Student Affairs, ADM 151 974-2151

Transcripts (USF)
Office of Records & Registration, SVC 136 974-4080

Veterans Affairs
Office of Veterans Affairs, SVC 207 974-2291

UNIVERSITY OF SOUTH FLORIDA

Tampa Campus
4202 Fowler Avenue
Tampa, Florida 33620
Telephone: (813) 974-2011

St. Petersburg Campus
830 First Street South
St. Petersburg, Florida 33701
Telephone: (813) 898-7411

Fort Myers Campus
2266 Second Street
Fort Myers, Florida 33901
Telephone: (813) 334-3780

Sarasota Campus
5700 N. Tamiami Trail
Sarasota, Florida 33580
Telephone: (813) 355-7671
<table>
<thead>
<tr>
<th>CONTENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Calendar .......... 4</td>
</tr>
<tr>
<td>General Information ......... 6</td>
</tr>
<tr>
<td>Admissions and Related Matters .... 10</td>
</tr>
<tr>
<td>Financial Information .......... 16</td>
</tr>
<tr>
<td>Student Services and Student Affairs .... 21</td>
</tr>
<tr>
<td>Academic Policies and Procedures, Programs and Services .... 28</td>
</tr>
<tr>
<td>Division of Graduate Studies .... 43</td>
</tr>
<tr>
<td>College of Arts &amp; Letters ........ 49</td>
</tr>
<tr>
<td>College of Business Administration .... 59</td>
</tr>
<tr>
<td>College of Education .......... 65</td>
</tr>
<tr>
<td>College of Engineering ......... 82</td>
</tr>
<tr>
<td>College of Fine Arts ........ 92</td>
</tr>
<tr>
<td>College of Medicine .......... 102</td>
</tr>
<tr>
<td>College of Natural Sciences .... 103</td>
</tr>
<tr>
<td>New College .......... 115</td>
</tr>
<tr>
<td>College of Nursing .......... 118</td>
</tr>
<tr>
<td>College of Social &amp; Behavioral Sciences .... 122</td>
</tr>
<tr>
<td>Course Descriptions .......... 134</td>
</tr>
<tr>
<td>Organization &amp; Personnel ....... 263</td>
</tr>
<tr>
<td>Faculty and Administrative Staff .... 267</td>
</tr>
<tr>
<td>Index .......... 291</td>
</tr>
</tbody>
</table>
### Academic Calendar

**Summer Quarter (IV), 1977**

#### Dates apply to 10-week term. See quarterly University Class Schedule for appropriate deadlines in other than 10 week session.

<table>
<thead>
<tr>
<th>May</th>
<th></th>
<th>June</th>
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<th>July</th>
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<th>August</th>
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<td>1-4</td>
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<td>17-20</td>
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<td>29-31</td>
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**Fall Quarter (I), 1977**

<table>
<thead>
<tr>
<th>May</th>
<th></th>
<th>June</th>
<th></th>
<th>July</th>
<th></th>
<th>August</th>
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<tbody>
<tr>
<td>1-4</td>
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<td>9-12</td>
<td>13-16</td>
<td>17-20</td>
<td>21-24</td>
<td>25-28</td>
<td>29-31</td>
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<td>5-8</td>
<td>9-12</td>
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<td>17-20</td>
<td>21-24</td>
<td>25-28</td>
<td>29-31</td>
</tr>
</tbody>
</table>

**Winter Quarter (II), 1978**

<table>
<thead>
<tr>
<th>November</th>
<th></th>
<th>December</th>
<th></th>
<th>January</th>
<th></th>
<th>February</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1-4</td>
<td>5-8</td>
<td>9-12</td>
<td>13-16</td>
<td>17-20</td>
<td>21-24</td>
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<td>29-31</td>
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<td>17-20</td>
<td>21-24</td>
<td>25-28</td>
<td>29-31</td>
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</tbody>
</table>

*Earlier deadlines may be required by some graduate programs, the College of Education, and the College of Nursing. See appropriate sections for further information.*
### Spring Quarter (III), 1978

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 13, Monday</td>
<td>Last day to apply for admission</td>
</tr>
<tr>
<td>February 1-7 or 8-14</td>
<td>Early registration for Quarter III (continuing and accepted Former Students Returning) (tentative)</td>
</tr>
<tr>
<td>February 23, Monday</td>
<td>Last day for USF Former Students Returning to make application for readmission</td>
</tr>
<tr>
<td>March 23, Thursday</td>
<td>Registration by appointment</td>
</tr>
<tr>
<td>March 27, Monday</td>
<td>Classes begin</td>
</tr>
<tr>
<td>March 31, Friday</td>
<td>Last day to withdraw/drop &amp; receive full refund of registration fees</td>
</tr>
<tr>
<td>March 31, Friday</td>
<td>Last day to add courses</td>
</tr>
<tr>
<td>March 31, Friday</td>
<td>Last day for late registration (see late registration fee). Also last day to register as a Special Student</td>
</tr>
<tr>
<td>April 7, Friday</td>
<td>Last day to register for Continuing Education courses</td>
</tr>
<tr>
<td>April 7, Friday</td>
<td>Last day for Continuing Education course refund</td>
</tr>
<tr>
<td>April 14, Friday</td>
<td>Last day to apply for degree to be earned at the end of Quarter III</td>
</tr>
<tr>
<td>May 5, Friday</td>
<td>Last day to drop courses without academic penalty</td>
</tr>
<tr>
<td>May 5, Friday</td>
<td>Last day to withdraw without academic penalty</td>
</tr>
<tr>
<td>May 22-26, Monday-Friday</td>
<td>Early registration for Quarter I, 1978 (continuing and accepted Former Students Returning) (tentative)</td>
</tr>
<tr>
<td>May 29, Monday</td>
<td>Memorial Day Holiday</td>
</tr>
<tr>
<td>June 7, Wednesday</td>
<td>End of Spring Quarter (III)</td>
</tr>
<tr>
<td>June 11, Sunday</td>
<td>Commencement Convocation</td>
</tr>
</tbody>
</table>

### Summer Quarter (IV), 1978

**NOTE:** Dates apply to 10-week term. See quarterly Schedule of Classes for appropriate sessions.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 8, Monday</td>
<td>Last day to apply for admission</td>
</tr>
<tr>
<td>May 8-12, Monday-Friday</td>
<td>Early registration for Quarter IV (continuing and accepted Former Students Returning) (tentative)</td>
</tr>
<tr>
<td>May 15, Monday</td>
<td>Last day for USF Former Students Returning to make application for readmission</td>
</tr>
<tr>
<td>June 15, Thursday</td>
<td>Registration by appointment</td>
</tr>
<tr>
<td>June 19, Monday</td>
<td>Classes begin</td>
</tr>
<tr>
<td>June 23, Friday</td>
<td>Last day to withdraw/drop &amp; receive full refund of registration fees</td>
</tr>
<tr>
<td>June 23, Friday</td>
<td>Last day to add courses</td>
</tr>
<tr>
<td>June 23, Friday</td>
<td>Last day for late registration (see late registration fee). Also last day to register as a Special Student</td>
</tr>
<tr>
<td>June 30, Friday</td>
<td>Last day to register for Continuing Education courses</td>
</tr>
<tr>
<td>June 30, Friday</td>
<td>Last day for Continuing Education course refund</td>
</tr>
<tr>
<td>July 4, Tuesday</td>
<td>Independence Day Holiday</td>
</tr>
<tr>
<td>July 7, Friday</td>
<td>Last day to apply for degree to be earned at the end of Quarter IV</td>
</tr>
<tr>
<td>July 28, Friday</td>
<td>Last day to drop courses without academic penalty</td>
</tr>
<tr>
<td>August 25, Friday</td>
<td>End of Summer Quarter (IV)</td>
</tr>
</tbody>
</table>

*Earlier deadlines may be required by some graduate programs, the College of Education, and the College of Nursing. See appropriate sections for further information.*

### COLLEGE OF MEDICINE

#### First Academic Session, 1977

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, Friday</td>
<td>Registration</td>
</tr>
<tr>
<td>July 2-4**, Saturday-Monday</td>
<td>*Independence Day Holidays</td>
</tr>
<tr>
<td>July 5-8, Tuesday-Friday</td>
<td>Clinical Orientation</td>
</tr>
<tr>
<td>July 11, Monday</td>
<td>Classes begin</td>
</tr>
<tr>
<td>Sept. 5, Monday</td>
<td>*Labor Day Holiday</td>
</tr>
<tr>
<td>Nov. 11, Friday</td>
<td>*Veterans Day Holiday</td>
</tr>
<tr>
<td>Nov. 24-25, Thursday-Friday</td>
<td>*Thanksgiving Day Holidays</td>
</tr>
<tr>
<td>Dec. 9, Friday</td>
<td>End of First Academic Session</td>
</tr>
</tbody>
</table>

#### Second Academic, Session, 1977

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan. 3, Tuesday</td>
<td>Classes begin, Second Academic Session</td>
</tr>
<tr>
<td>May 12, Friday</td>
<td>End of Second Academic Session</td>
</tr>
</tbody>
</table>

#### Third Academic Session, 1978

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 22, Monday</td>
<td>Classes begin, Third Academic Session</td>
</tr>
<tr>
<td>May 30, Tuesday</td>
<td>*Memorial Day Holiday</td>
</tr>
<tr>
<td>July 4, Tuesday</td>
<td>*Independence Day Holiday</td>
</tr>
<tr>
<td>Sept. 4, Monday</td>
<td>*Labor Day Holiday</td>
</tr>
<tr>
<td>Sept. 15, Friday</td>
<td>End of Third Academic Session</td>
</tr>
</tbody>
</table>

**Second Academic Session (tentative)**

**Third Academic Session (tentative)**

*These holidays may be waived for students serving in Clinical Clerkships at the discretion of the individual Chiefs of Service.*
The University of South Florida broke with tradition when it was founded almost two decades ago. USF was not located in a small, quiet town; USF was placed in one of Florida's—and the nation's—most dynamic metropolitan areas and assigned responsibility for providing higher educational services to people of all ages within its 15-county service area. USF was the first State university in Florida located purposely within convenient commuting distance of a large segment of the State's growing population. The University of South Florida broke with tradition because it came to the people. USF—the metropolitan university... an idea whose time had come.

USF AND YOU?

USF calls itself "Your University." And it is. In a real sense, you are the "U" in USF because the University was founded and located to meet your higher educational needs. How it seeks to do that—the activities, services and programs it offers—are briefly described in this publication. But, for you to feel that USF is your university, you must experience for yourself what it has to offer—what it is that makes it such a special place to so many people.

WHAT IS USF?

The University of South Florida is many things... many people and programs... a major force in the communities it serves. USF is primarily people. Within its boundaries, it is a community of more than 25,000 teacher-scholars and students and staff. Its principal purpose is teaching—teaching grounded in research and related to the needs of its students and society.

USF is also places... spacious, palm-shaded campuses... with libraries containing a measurable portion of human knowledge... with laboratories where scientists and students seek and test old and new knowledge... with theatres and recreational facilities and residence halls and other facilities that make USF more than just another state university.

And USF is an important social and cultural service force flowing through the communities surrounding and supporting it... a major economic force on Florida's West Coast... and an intellectual and information center where people can find practical solutions to perplexing problems and share their experiences with others.

USF is all of this—and more. USF—the metropolitan university... an idea whose time has come... is a university with people who want to help you embody your own idea of what such an institution should be. After all, USF is what you make it and can be affected by you as much as you are affected by it. The faculty and staff are dedicated to ensuring that the University continues to be flexible enough to permit new ideas of itself to infuse new life into itself. That's why you are invited to consider USF.

WHEN DID IT ALL BEGIN?

Speaking of new ideas and new life... If you have visited the Tampa Campus, you probably have noticed that all of its buildings appear to be modern and new. Well, they are. But then, so is USF.

The University of South Florida was founded on December 18, 1956, but the first students did not arrive until almost four years later. When USF was opened to a charter class of 1,997 freshmen on September 26, 1960, it became the first major State university in America planned and built entirely in this century. Moreover, as Florida's first State university located purposely in a major metropolitan center, USF represented the first step in a broad and comprehensive expansion of the State University System.

The State University System, directed by the Florida Board of Regents, and administered by a Chancellor and staff of over 100 in Tallahassee, today consists of nine public universities. To
gether with 28 public junior and community colleges and a number of vocational-technical centers located throughout the State, these universities comprise public higher education in Florida.

Regional campuses of USF were opened in St. Petersburg in 1965, Fort Myers in 1974, and Sarasota in 1975.

In its brief history, the University of South Florida has had only two presidents. The founder and chief architect of the new university was Dr. John Allen, an astronomer and educator, who served as USF's first president from 1956-1970. (Dr. Harris W. Dean served as Acting President from July 1970 to February 1971.) Dr. Cecil Mackey, economist and lawyer, became the University's second president on February 1, 1971, and served until August 31, 1976. (Wm. Reece Smith, prominent Tampa attorney, was named interim president September 1, 1976.)

Now in its twenty-first year of existence, the University has graduated more than 35,000 students—eighty percent of whom reside in Florida—and served over 200,000 persons in credit and non-credit courses. Enrollment in the fall of 1976 totaled more than 21,500 and projections indicate that USF will enroll more than 30,000 students on perhaps as many as five campuses by the end of this decade. The University's economic impact on the area is equally significant: now exceeding $137 million annually.

Because of its location and the composition of its student body, USF continues to be inextricably a part of and not apart from the modern metropolitan environment—and both affects and is affected by the communities surrounding and supporting it.

### Accreditation

USF was fully accredited in 1965 by the Southern Association of Colleges and Schools, the official accrediting agency for educational institutions in the South. A self-study of the University's programs and purposes, periodically required for continued accreditation, was recently completed and provides a firm foundation for the future growth of the University. Accreditation was reaffirmed in December, 1973. But the University Community continues to reexamine its mission and goals and to ensure that it never loses sight of its only reason for existence: serving you.

### USF: REGIONAL CAMPUSES ... PART OF THE MODERN METROPOLITAN ENVIRONMENT

#### Accessibility

University of South Florida campuses form a string of anchor points for a metropolitan area rapidly becoming a megalopolis along the West Coast of Florida. USF campuses are within reach of more than two million people—roughly a quarter of the State's population—in the 15-county area they serve.

The Tampa Campus of the University is located on a 1,694-acre tract ten miles northeast of downtown Tampa, a city of over a quarter of a million people. The campus is midway between U.S. 41 and 381 on State Highway 582 (Fowler Avenue), two miles east of I-75.
The academic programs of the regional campuses are designed to serve students of junior, senior and graduate standing, and are offered at times chosen to meet the special needs of these students. Selected courses and programs are offered by the Colleges of Education, Engineering, Natural Sciences, Social and Behavioral Science, Business Administration and Nursing.

You may enroll on a full time basis on any one of the regional campuses, or elect to enroll on more than one USF campus simultaneously. Dual enrollment on multiple campuses may provide you with a schedule both academically flexible and personally convenient.

Resident faculty members and Student Affairs staff provide social, vocational and academic counseling to students enrolled on any of the regional campuses. Moreover, the resident faculty is supplemented by professors and staff commuting from other USF campuses to provide additional scope to the academic programs and university services.

The academic programs of the regional campuses are designed to serve students to the peculiar ills besetting modern society. In this way, USF has sought to accomplish the special mission in the State University System set out for it in the Comprehensive Development Plan (CODE) of the State University System of Florida (1969): The creation and development of instructional, research and public service programs "oriented toward the solution of problems peculiar to the modern urban environment."

Mission

As the State's first metropolitan university, a prototype of the university of the future, the University of South Florida from its beginning has sought to apply the talents of its scholars and students to the peculiar ills besetting modern society. In this way, USF has sought to accomplish the special mission in the State University System set out for it in the Comprehensive Development Plan (CODE) of the State University System of Florida (1969): The creation and development of instructional, research and public service programs "oriented toward the solution of problems peculiar to the modern urban environment."

ACHIEVING THE UNIVERSITY'S MISSION:

MEASURES OF SUCCESS

Students Served

Since opening its doors in September of 1960, the University of South Florida has been dedicated to accomplishing this special mission in the modern metropolitan environment. One measure of our success is reflected in the composition of our student body:

- More than 90 percent of our students are Floridians and over 80 percent of our graduates reside in the State.
- More than two-thirds of our students commute to class from their homes throughout the Tampa Bay area.
- Over one-third of our student body are part-time students, and 40 percent are employed from one to 40 hours per week.
- More than two-thirds of all USF students are 21 or older and almost one-third of our students are married.
- Almost 60 percent of USF's 35,000 graduates reside in the Greater Tampa Bay Area.
- The majority of upper division students are transfers from other institutions.
- More than two-thirds of our students are 21 or older and almost one-third of our students are married.
- Almost 60 percent of USF's 35,000 graduates reside in the Greater Tampa Bay Area.
- The majority of upper division students are transfers from other institutions.

Programs Offered

Degrees are offered in over 100 academic areas by the University's colleges. Graduate degrees are offered in more than 80 of these areas.

The University's first Ph.D. program, in Biology with emphasis on Marine Biology, was established in 1968. Ph.D. programs in Chemistry and Education began in 1969, and programs in English, Mathematics and Psychology were authorized in 1971. The first Ph.D. (in Marine Biology) was awarded in June of 1971. A Ph.D. in Medical Sciences is also now available.

The University's teaching and research faculty, numbering more than 1,000, represents all major areas of higher learning, and nearly 60 percent hold doctoral degrees.

Academic Programs of USF Regional Campuses

The Fort Myers Campus opened in September, 1965, and provides an opportunity for USF students who are residents of Pinellas County to complete all or a portion of course work leading to a degree without the necessity of leaving the county.

The Fort Myers Campus of USF opened in the fall of 1974, and, like the St. Petersburg Campus, is designed to meet the academic needs of local residents.

The Fort Myers Campus is located in the historic Gwynne Institute Building in the heart of downtown Fort Myers. While the Gwynne Institute Building is adequate for supporting the present academic programs of USF, it is clearly viewed as an interim facility, and plans have recently been completed for acquisition of a permanent site which will accommodate the predicted growth of the Fort Myers Campus.

The Sarasota Campus opened in the summer of 1975 and offers to students from Sarasota, Manatee, and neighboring coun-
ties the opportunity to take upper division coursework toward the Bachelor's degree and graduate coursework toward the Master's degree in selected areas, and also provides non-credit course offerings to meet the needs of the local communities.

The Sarasota Campus also is the home of New College of the University of South Florida. New College of USF is a liberal arts honors program, residential in nature, and appeals to students who look for the atmosphere of a small college with its accompanying individualized instruction. (For details of New College of USF, see page 115.)

Acquired by the State University System in 1975, the Sarasota Campus has 26 buildings including a student center, classrooms, a library with 100,000 volumes, science laboratories, and recreational facilities. Part of the campus was once the estate of circus magnate Charles E. Ringling. The campus is located on the shores of Sarasota Bay and is bisected by U.S. 41 which makes it easily accessible to commuting students and to the community.

While offering many of the characteristics of a small college, the regional campuses of USF have access to the resources of a major university and their development is expected to keep pace with the continuing growth of Florida's West Coast.

The St. Petersburg Campus, located at Bayboro Harbor adjacent to downtown St. Petersburg, is within easy walking distance to many of the cultural and recreational facilities of Florida's "Sunshine City." However, steps to expand the St. Petersburg Campus have already been taken, and it is anticipated that the downtown campus will be supplemented by an additional campus located in the northern section of Pinellas County.

In addition to providing academic programs from six of the university's colleges, the St. Petersburg Campus houses a marine science research and training center. The USF Department of Marine Science, with headquarters at the St. Petersburg campus, is an interdisciplinary venture involving faculty members from several departments in addition to ten full time faculty members at the St. Petersburg Campus who are concerned with planning, administration, research and teaching.

Probably no other marine science program has ever been established with such excellent facilities as those provided by the St. Petersburg Campus for teaching, research, and the docking and maintenance of oceanographic vessels. The location of the campus at the center of the edge of the great continental shelf of the Florida Gulf Coast and in the midst of the metropolitan area of the Sun Coast, is another of its unique advantages. It would seem destined to develop into one of the nation's leading oceanographic centers.

In addition, students on the St. Petersburg Campus may participate in the U.S. Army ROTC program. (See "Reserve Officer Training Corps," page 38.)

Students interested in attending any of the regional campuses are invited to visit the various campus facilities and discuss their interests with the faculty and staff.

Continuing Education

In addition to the academic programs offered on the Tampa and regional campuses, a number of courses and programs are operated by the University's Center for Continuing Education in 15 West Coast Florida counties. In this area, the Florida Board of Regents has designated the University of South Florida to be responsible for all higher education requirements beyond those supplied by the State Community and Junior College System.

**Special Programs**

A number of special programs offer USF students flexibility and relevance. They include the Off-Campus Term Program, Bachelor of Independent Studies (Adult Degree Program), Cooperative Education Program, and New College of USF. In addition, freshmen students may earn up to one full year of academic credit (45 hours) through the College Level Examination Program tests, high school students may apply for "early admission" or take college courses while still in high school, and any interested person may earn college credit via radio and WUSF-TV's televised course sequence — "Your Open University" (YOU). Each of these programs is described elsewhere in this publication. You are encouraged to explore their potential for helping you attain your educational goals.

**FACILITIES AND ATMOSPHERE ON CAMPUS**

The facilities of the University, now including more than 40 major buildings, are currently valued at more than $106 million. (See map, inside cover.) The buildings are of similar modern architectural design and all are completely air conditioned.

USF has a wide variety of recreational facilities, including three swimming pools, an excellent gym with weight training room, many tennis courts, a beautiful golf course, well-equipped University Center and others. Its academic and residential facilities are unexcelled in Florida—and all are air-conditioned and easily accessible from every corner of the well-kept campus.

called by some "one of the prettiest in the nation." And parking spaces are always available somewhere on campus.

The atmosphere on campus is one of easy informality. Students—and faculty—dress casually and enjoy an unusually close relationship for a school so large. Some classes are even held outside to take advantage of the extraordinary climate (average annual temperature 72° F) of the area. And most buildings have open hallways, which blend colorful interiors with spacious exteriors, symbolically and architecturally suggesting the casual accessibility that has become a USF trademark.

**ORGANIZED FOR EFFECTIVENESS**

The University is organized into the four broad areas of academic affairs, student affairs, administrative affairs and finance & planning. The vice presidents who head these four units serve with the President as the principal policymaking officials of the University. In addition to the vice presidents, advice and assistance to the President in the determination of policy is given by a number of advisory bodies, including University commit-
ADMISSIONS AND RELATED MATTERS

1. Admission to study at USF generally requires evidence of ability to handle academic work, capacity to think and plan creatively, and intense motivation. Students, regardless of age, who have these abilities and skills and are seriously interested in earning an education are the ones most likely to succeed in college.

2. More specifically, as a public university, USF admits students who meet the formal admission requirements of the University (noted below) and who can be expected to do successful academic work.

3. In considering students for admission, the University does not discriminate—indeed, has never discriminated—on the basis of race, sex, color, creed, religion, age, or national origin.

4. The University may refuse admission to a student whose record shows previous misconduct not in the best interest of citizens of the University community.

5. The Office of Admissions, part of the Division of University Studies, administers the application and admissions processes at USF.

Applying for Admission

As part of the State University System of Florida, USF utilizes the common application form required for admission as an undergraduate to any one of the nine state universities in Florida’s system. If you are a student attending a Florida high school or a junior/community college you may obtain the form at your school guidance office. Otherwise, you may write to the Office of Admissions, University of South Florida, Tampa, Florida 33620, indicating whether you will be entering as a first-time-in-college freshman, an undergraduate transfer student or a graduate student. Application for admission to the College of Medicine should be requested directly from the Office of Student Affairs, College of Medicine, University of South Florida, Tampa, Florida 33620.

Applications for admission are accepted as early as 12 months before the anticipated enrollment date and must be submitted by the deadline stated herein (pages 4-5). Applicants are encouraged to apply early. Each applicant is responsible for requesting that the necessary academic records and credentials are sent to the USF Office of Admissions directly from the appropriate institution or agency. These documents could be: the high school records from high schools attended; college transcripts from colleges attended; G.E.D. test scores and high school equivalency diploma from appropriate high school or State Department of Education; USAFI scores from DANTES, 2318 S. Park Street, Madison, Wisconsin 53713; SAT scores from high school or Educational Testing Service, Princeton, New Jersey, etc.

If your credentials are not received in time to process your application prior to registration, you may still attend the University as a Special Student for that term (see page 13) and then update your application for consideration for a future term.

Each application must be accompanied by a $15.00 non-refundable fee unless you have previously enrolled at USF as a degree seeking student. You must enter your Social Security Number on the application form. Incomplete application forms will be returned.

If you are accepted for admission and do not enroll in the term for which you are admitted or if you have not been accepted because of a late application or missing credentials, you must notify the University in writing within 12 months if you wish the application changed to a future date of entry and specify the new enrollment date. If a request for change of entry date is not received, a new application and fee must be submitted.

Opportunities for Accelerated Progress Toward Undergraduate Degrees

The University of South Florida provides several options by which students may accelerate their progress toward completing the baccalaureate degree. These options recognize knowledge which has been acquired prior to or during attendance at USF and provide the opportunity to earn university credit prior to admission to USF. Options which may be used include the following:

1. Recognition of satisfactory performance on tests offered through the College Level Examination Program (see CLEP, page 38.)

2. Recognition of satisfactory performance in secondary school Advanced Placement Programs of the College Entrance Examination Board (see Advanced Placement Credit Program, page 38.)

3. Dual enrollment at USF prior to graduation from High School or a Community College (see Dual Enrollment, page 13, and USF-HCC Cross Enrollment, page 37.)

4. Early admission for high school seniors (see Freshman Early Admission on page 11.)

5. Your Open University (Y.O.U.) Courses by TV. (See page 38.)

Credits may be earned through a combination of the above options. Students should contact their college adviser for further...
information concerning the application of this credit toward their degree requirements. 

However, internal devices utilized in the various departments for the sole purpose of determining a student’s most appropriate area, level or section placement in a program of study (such as auditions, portfolio reviews and placement tests) are not to be construed as being examining mechanisms for exemption or waiver for the granting of credit.

Requirements for Admission

A high school diploma or its equivalent is ordinarily required for admission of beginning freshman students, as well as the following:

**Freshman—Graduate of Accredited Florida Secondary School**

1. Overall “C” average in high school work.
2. Satisfactory admission test scores which may be either 19 on the American College Testing program (ACT) or minimum total score of 800 on the Scholastic Aptitude Test (SAT) with at least 400 on the verbal portion.
3. Appropriate recommendation from the secondary school.

**Freshman—Graduate of Out-of-State Secondary School**

1. Overall “C” average in high school work.
2. Class ranking in the upper 40 percent of the class.
3. Satisfactory admission test scores which may be either 19 on the American College Testing program (ACT) or minimum total score of 800 on the Scholastic Aptitude Test (SAT) with at least 400 on the verbal portion.
4. Appropriate recommendation from the secondary school.

**Freshman—Early Admission**

USF provides an early admission program for highly capable and mature students to enter the University as regularly enrolled students prior to high school graduation. This program is designed to meet the educational needs of highly qualified students, to help them realize their full potential and to support the State’s commitment to “time-shortened” degree programs. Along with the regular application form and $15.00 non-refundable application fee, such students must submit a letter outlining reasons for seeking early admission to USF and their future academic plans, as well as a recommendation for early admission from the applicant’s high school guidance counselor or principal (a copy of the Early Admission Recommendation form is available from the high school or from the USF Office of Admissions).

**Freshman—Florida Community College System**

High school graduates planning to start their college education at a Florida community college should confer with the community college counselor and ask that their academic program be planned with the assistance of the Community College Counseling Manual which is available in all the counseling offices. This manual, prepared and distributed by the USF Office of Community College Relations, explicitly describes the undergraduate program requirements that should be followed to ensure maximum ease of transfer into the students’ upper-level programs on a par with their native USF counterparts.

**Undergraduate Transfer**

Undergraduate transfer requirements are as follows:

1. Be in good standing and eligible to return to the last institution attended as a degree seeking student.
2. An overall 2.0 grade point average on a 4.0 system in all college level work attempted and at least a 2.0 at the last institution attended.

3. A satisfactory secondary school record and admission test scores must also be submitted for any student who has completed less than 36 quarter or 24 semester hours of work. If a student has completed more than 36 quarter or 24 semester hours of college work, the University requires only official transcripts of the student’s prior college work. Evaluation and decision will be made on the basis of the student’s performance at the college level. Transfer students should also refer to: Section on Community College Relations, page 14.

**Summer Enrollment Requirement**

All students entering the university with less than 90 quarter hours of credit should refer to the section on Graduation Requirements—Baccalaureate Degree, page 33, for Summer Enrollment requirement.

**Articulation Agreement Abstract**

In the near future it is likely that more than half the students enrolled in the upper division of the state universities will have a community college origin.

As a result of this growth, an articulation agreement between state universities and public junior colleges in Florida was approved by the Board of Regents and the State Board of Education effective April 13, 1971.

At the core of any agreement between the community colleges and the State University System designated to establish an efficient orderly transfer process for community college students is the mutual acceptance of the nature and purpose of the Associate in Arts degree. This degree, which is the basic transfer degree of Florida junior colleges and the primary admission of transfer students to upper division study in a state university shall be awarded upon:

a. Completion of a minimum of 60 semester hours (90 quarter hours) of academic work exclusive of occupational courses and basic required physical education courses.

b. Completion of an approved general education program of not fewer than 36 semester hours (54 quarter hours);

c. Achievement of a grade point average of not less than 2.0 (C) in all courses attempted and in all courses taken at the junior college awarding the degree, provided that only the final grade received in courses repeated by the student shall be used in computing this average. The grade of D will be accepted for transfer (provided the overall grade average does not drop below the prescribed 2.0 level) and will count towards the baccalaureate in the same way as D grades obtained by students enrolled in the lower division of state universities, i.e., credits in courses transferred with D grades will count towards the credits required for the baccalaureate; however, it is at the discretion of the department or college of the university offering the major as to whether courses with D grades in the major may satisfy requirements in the major field.

Once a student has been certified by such an institution as having completed satisfactorily its prescribed general education program, no other public institution of higher learning in Florida to which he or she may be qualified to transfer will require any further lower division general education courses in his or her program.

If, for any reason, a student has not completed an approved general education program in a junior college prior to transfer to
a state university, the general education requirement shall become the responsibility of the university.

A.A. Degree Graduates from Florida Community Colleges and SUS Institutions

1. Admission of these students will be governed by the Articulation Agreement between the State Universities and the public junior/community colleges of Florida.
2. Within curricular space and fiscal limitations, admission as a junior to the upper division of this institution will be granted to any graduate of a State approved Florida community/junior college or SUS institution who has completed the University parallel program and received the A.A. Degree.
3. Applications from students who have attended another college after receipt of an A.A. Degree will be processed as a regular undergraduate transfer.

Evaluation of Transfer of Credit

1. The receipt and evaluation of transfer credit is the responsibility of the University Registrar. The Office of the Registrar will evaluate the acceptability of transfer of total credits to the university. Effective Fall Quarter (I), 1976, all courses from a Florida Community College/University, bearing the same State Common Course prefix and number, will be automatically transferred, in order that transfer students will not be required to repeat these courses. Excluded are graduate courses, studio courses in art, internships, practicums, performing arts courses—dance, acting, vocal, and instrumental music. It is the responsibility of the college of your major to determine the number of credits transferred to the university that will be applicable to meeting degree requirements. Transfer students should be prepared with a personal copy of their transcript of all past course work to discuss advisement and placement with the appropriate academic adviser and should contact the college of their major soon after registration so that an official evaluation may be completed.
2. A transfer student from an accredited junior/community college may satisfy the General Distribution Requirements of the University by completing (before transfer) the general education program prescribed by that institution. Transcripts must certify that the general education requirements have been completed and, if appropriate, include graduation data.
3. Once students have earned a total of 90 quarter hours of credit from one or more institutions, they may not transfer to USF any additional credit hours earned at lower level institutions. Under special circumstances, students may petition through the Academic Regulations Committee for acceptance of subsequent lower level transfer work above the 90 hours.
4. Credit will not be awarded for GED tests.
5. Service school courses will be evaluated with reference to the recommendation of the American Council of Education when official credentials have been presented. Such recommendation, however, is not binding upon the University.
6. A maximum of twelve quarter hours of credit for ROTC and military science courses will be awarded. Specific applicability towards a degree will vary with each college. Student must confer with his college adviser to determine the acceptability for his major. This is effective beginning Quarter I (Fall), 1975. ROTC and military science taken prior to Fall, 1975 are not acceptable for transfer credit.
7. A maximum of 45 quarter hours of extension, correspondence, military service education and College Level Examination Program (general examinations) credits can be applied toward a degree.

Transient

A transient student is one who is permitted to enroll at the University for one quarter only before returning to his/her parent institution. The University requires a completed application, the $15.00 non-refundable application fee, and a statement from the parent institution, indicating that the applicant is in good standing.

Undergraduate Interinstitutional Transient Registration

USF participates in this State University System program to enable students to take advantage of special resources and programs available on another SUS campus but not available at their own institutions. An interinstitutional transient student must be recommended by his/her academic dean who will initiate a visiting arrangement with the appropriate dean at the host institution. By concurrence and mutual agreement of the appropriate academic authorities in both institutions, the student will receive a waiver of admission requirements and application fee of the host institution.

Handicapped Students

Because of three inherent factors, 1) a mild climate, 2) a relatively flat terrain, and 3) modern architecture, as well as extensive modifications to make the Tampa campus accessible, the University of South Florida has accepted increasing numbers of persons with significant physical handicaps as students in recent years. Persons with handicaps may apply to USF with the normal application forms, and will receive additional information about the University upon request.

International Students

The university is concerned for the welfare and academic success of the International Student. In keeping with this concern, the university feels it is necessary that both the student and the adviser have a realistic understanding of the student's academic ability and competence in English in the key areas of listening, reading, writing and comprehension.

Therefore, the university requires the submission of the Test of English as a Foreign Language (TOEFL) score of 550. In addition, colleges may require other testing programs prior to the student's first enrollment.

International students requesting an application will be sent preliminary information forms. Upon receipt of these forms, the Admissions Office will review the information provided and determine if the student meets the minimum requirements for admission to USF in his/her major field. If minimum requirements are not met for admission, the applicant will be so advised by the Admissions Office and the application process terminated. If the student does meet the minimum admission requirements, the Admissions Office will forward a formal application with additional instructions and information. A complete admission application should be received by USF at least 6 months prior to the desired entering date, together with the non-refundable $15.00 application fee. Submission of a formal application does not automatically guarantee admission. Priority in admissions will be given to applicants whose credentials indicate the greatest likelihood of success in the program requested.

For all international students the following items are required as a part of the formal application:
1. Completed application.
2. A $15.00 non-refundable fee submitted with the application.
3. A letter of recommendation from the last institution attended.
4. A certificate of financial ability. All international applicants must furnish proof of financial resources sufficient
to cover travel to and from the United States, tuition, fees, room and board, and other expenses for the full academic year.

5. Applicants whose native language is not English are required to submit scores from the Test of English as a Foreign Language (TOEFL). A minimum score of 350 will be required for all colleges and programs. Applicants are responsible for making arrangements with the Office of Educational Testing Services to take that examination and to have their scores sent directly from the Educational Testing Service to the Office of Admissions. Entering freshmen should also submit scores from the Scholastic Aptitude Test (SAT) or the American College Test (ACT).

6. International applicants must request all schools attended to submit directly to the Office of Admissions, University of South Florida, transcripts of all work attempted. Transcripts in a language other than English must be accompanied by a certified English translation signed and sealed by the U.S. Consul or other authorized government official. Applicants must submit certificates, diplomas and transcripts showing subjects and grades from the first year of secondary work to the time of application. Documents submitted will not be returned to the applicant or forwarded to another institution.

Student Organizations (CTR 217) provides assistance in academic advising, personal and social counseling, events of individual and group interests, and aids the student(s) in meeting academic advising, personal and social counseling, events of Immigration and Naturalization Services, and other agencies.

Special Student—Non-degree

To serve the academic needs of people in its service area, the University has established the special student classification for non-degree seeking students.

Special Students do not make formal application to the University. Enrollment is by means of a Non-Degree Special Student Enrollment Form available in the Office of Records and Registration and college advising offices.

Special Students may enroll only during the first five days of each quarter (see Academic Calendar for dates). Course prerequisites must be met and enrollment is on a space available basis. No more than 18 hours of credit earned in this status may be applied toward a graduate degree and no more than 20 hours of credit may be applied toward an undergraduate degree. Students taking above 18 graduate hours in the Special Student status must obtain approval from the appropriate graduate office and/or Graduate Council to have those hours counted toward their degree requirements. The Non-Degree Special Student Enrollment Form must be completed for each term of enrollment. Former USF students are eligible only if they have completed and earned a degree in the degree program for which they were previously enrolled. If the degree was completed at another institution, the student must have an official transcript from the institution on file in the Registrar’s Office before registration will be allowed. Former non-degree seeking students are eligible only if they wish to remain in the non-degree status.

Graduate Students

Graduate Students should refer to the section on “Division of Graduate Studies,” page 43.

Readmissions (Former Students Returning)

A “Former Student Returning” (FSR) is any student who has not been in attendance at the University during either of the two quarters immediately preceding the quarter that enrollment is desired. Such students should secure a “Former Student Returning Application” from the Office of Records and Registration. Former Students Returning must apply prior to the deadline listed in this catalog. Those applying after the deadline will be allowed to register (if readmissible) during the late registration period and will be required to pay a $25.00 late registration fee. (See Academic Calendar for dates.)

1. Former undergraduate students who have completed their baccalaureate degree, transient students, and special students who wish to enter graduate study for the first time as degree seekers must file a “Graduate Application” prior to the deadline listed in this catalog. Students in the above categories should not be considered Former Students Returning.

2. An application fee is required for all students who have enrolled only for Continuing Education (off campus) courses and for those who re-enrolled only as Special Students.

3. All former USF students who have completed their baccalaureate degree and wish to return to the University to begin another undergraduate major or degree must file an “Undergraduate Application” with the Office of Admissions; no fee is required. A student may not work on a second undergraduate major or degree if he/she has been accepted into a graduate program.

Former Students Returning should consult the quarterly University Class Schedule for any deadline and procedural changes. To be eligible for readmission, a student must meet the following requirements:

1. Be in good standing and eligible to return to the University of South Florida.
2. If attended another institution since last attending USF:  
a. Be in good standing and eligible to return to the last institution attended as a degree-seeking student.  
b. Have achieved a grade point average of at least 2.0 on a 4.0 system on all college level academic courses attempted at institution(s) previously attended and also at the last institution attended.  

Students who have attended another institution(s) in the interim should request that official transcripts of all work attempted at other institutions be sent to the Office of Records and Registration, Attention: Evaluation Clerk.

Evening Courses

The admission requirements and achievement levels in the day and evening courses are the same. Any student accepted to the University may enroll in any courses offered in the evening which are appropriate to his/her program.

Academic Advising for Admitted Undergraduate Students

The University seeks to provide all students with sufficient guidance and advice to select programs and courses best suited to their personal abilities, educational interests, and career objectives. To achieve this goal, an academic advising office is maintained in each of the eight colleges offering baccalaureate degrees and in the Division of University Studies. Any student entering the University with fewer than 90 quarter hours and upper level transfer students without an academic major are initially assigned to the Division of University Studies for academic advising. These students may declare a major (in most instances) by completing a form in the appropriate college advising office. Because of the highly structured nature of some programs, it is important that students check the college section of the catalog for advising or admission requirements (e.g., see College of Fine Arts and College of Engineering). Students who do not wish to declare a major are advised by the Division of University Studies. A student must declare a major no later than the end of the junior year (135 quarter hours).

Students transferring to the University with 90 quarter hours or more with a major are assigned to the college of that major for advising. It is necessary, however, that all students check in with their colleges upon arrival on campus. This can be accomplished during the Orientation Program. The purpose of the initial contact is to assign an academic adviser and to provide the college with routine information which assists the college in collecting and maintaining the necessary records to assure the student’s proper progress toward educational goals.

In a few cases, only a limited number of students can be admitted to a particular major. Students planning to enter such programs should be aware of this situation and should be prepared with alternative plans of action. All students are encouraged to maintain an advising relationship with a college or the Division of University Studies and periodically visit their advisers to keep abreast of any policy, procedural, or curriculum changes which may affect them. In fact, some colleges require adviser approval of student programs each quarter.

To assure continuity, high quality, and commonality in advising (to the extent possible with widely varying programs) the coordinator of advising of each college and the Division of University Studies, and representatives from the related offices of the Registrar, New Student Relations, and Community College Relations, meet periodically as the University’s Council on Academic Advising. This Council is concerned with assuring timely availability of accurate information on University courses, programs, procedures and regulations to prospective, new and continuing students.

While the University provides advising services to assist students with academic planning, the responsibility for seeing that all graduation requirements are met rests with the student.

Course Registration for Admitted Students

Course registration is conducted in person by appointment during both the Early and Regular registration periods each quarter. Appointment times and registration instructions are published in the quarterly University Class Schedule. Students are encouraged to register early to allow time for schedule adjustments by the colleges.

Changes of class registration for students who register during Early Registration can be made during the Early or Regular Drop/Add periods. Students registering during Regular Registration may make schedule adjustments during the Regular Drop/Add period. (Deadline information is available in the Academic Calendar.)

Office of Community College Relations

Community/junior college and other undergraduate students planning to transfer to the University should contact the Office of Community College Relations (both before and after transfer) for needed assistance. The primary concern of the Office of Community College Relations is to assist community/junior and other college transfer students (and staff members of those colleges) to better understand the University of South Florida; its philosophy; its programs; and its procedural operations. This office, conversely, has a responsibility for the interpretation of the community/junior and other colleges to the University. The ultimate goal of the Office of Community College Relations is to ensure equity for the transfer student. One significant contribution toward this goal is the annual delivery of the updated Community College Counseling Manuals to every Florida community/junior college—and to other institutions by request.

Community College Relations works closely with Florida community/junior college students and staff, as well as with such USF offices as Admissions, Student Affairs, Records and Registration, and the various colleges and departments, while serving a coordinating function within the University by working with all areas concerned, in minimizing problems of transfer students coming to the University.

The University of South Florida subscribes fully to all of the provisions of the Statewide Articulation Agreement. It is strong-
ly recommended that students transferring from community/junior colleges to the University of South Florida complete their Associate in Arts degree—or, in certain prior-approved areas, the Associate in Science degree. Special details for students who do not plan to complete the associate degree requirements are available from the Office of Admissions.

It is recognized that enrolling in college is difficult for the freshman—in some respects, it is more difficult for the transfer student. The freshman student experiences only one transition, usually—that from high school to college. The college transfer student, on the other hand, unlike the freshman, must relearn some of the information regarding institutional regulations, grade point computations, financial aid, institutional organization, etc. The Office of Community College Relations stands ready to lend any possible assistance in this important, additional period of transition.

Office of Testing and Advanced Placement

The Office of Testing and Advanced Placement serves three principal functions:

1. Admissions and Academic Testing: Tests required for admission to colleges, graduate and professional schools as well as many other special tests are administered by this office. Examples are the SAT, ACT, GRE, Medical College and Law School Admission tests.
2. Test Development and Scoring Services. Analysis and advisory services are provided to aid in construction and validation of tests used in classes and instruments such as surveys and questionnaires for research purposes. Test scoring and analysis by machine (IBM 1230) are available to all faculty and authorized personnel.
3. Credit-By-Examination (see page 33): The College-Level Examination Program (CLEP) is administered through this office as are other examination programs designed to provide alternative means for students to achieve credit.

The Committee on Testing and Advanced Placement recommends standards and procedures for conduct of the credit-by-examination program.

Continuing Education

The University of South Florida offers both credit and noncredit educational programs to serve in-service and continuing education needs of a geographical area which encompasses Charlotte, Collier, DeSoto, Glades, Hardee, Hendry, Hernando, Highlands, Hillsborough, Lee, Manatee, Pasco, Pinellas, Polk, and Sarasota Counties.

Both degree and non-degree seekers may participate in the University's Continuing Education credit program. Students desiring to obtain a degree must, however, apply for admission to the University as a degree seeking student (see Requirements for Admission) at an early date so that courses taken may be considered for inclusion in a program of studies (see appropriate college programs).

To assure quality of instruction, the Continuing Education credit courses, for the most part, are taught by the regular faculty of the University. When this is not possible, outstanding instructional personnel are recruited from neighboring accredited institutions. In addition, the University System Extension Library makes available for each Continuing Education course the latest in reference materials.

The academic calendar for courses scheduled off-campus is essentially the same as for the University's on-campus credit program. Classes are generally scheduled once a week.

Although some Continuing Education credit courses are generated by the University itself, most originate through requests which are initiated by individuals or interested groups. Requests for Continuing Education courses in the field of Education should be submitted to County Extension Coordinators designated by the county superintendents of schools. Requests for Continuing Education courses in all other areas should be transmitted by individuals, groups, companies, agencies, etc., directly to the Center for Continuing Education, University of South Florida, Tampa, Florida 33620.

Enrollment in Continuing Education Courses

Enrollment in a Continuing Education off-campus credit course is accomplished by mail only. Enrollment forms may be obtained at a Continuing Education office, from the local County Extension Coordinator in county school board offices, or from the course instructor at the first class session.

1. The enrollment form and payment of fees must be postmarked no later than the deadline announced in the University Class Schedule.
2. On-campus students enrolling in a Continuing Education course must use the enrollment by mail procedure.
3. Fees for Continuing Education courses are assessed the same as fees for classified and unclassified students. Consult the Fees Section on page 17 for detailed information.
4. Enrollment forms for students whose fees are to be paid by school boards or state or federal grants must be forwarded in accordance with registration deadlines. Payment of fees or appropriate purchase orders must be enclosed with enrollment forms.
5. It is the responsibility of the individual student to ascertain that he or she has met the course prerequisites as published in this Bulletin.

Mature Student Admission: Education for Adults

Recognizing that education is a life-long process relevant to the needs of students over 25 years of age, the University of South Florida has developed programs and courses designed specifically for mature students. The University seeks to promote a better understanding of life in a changing world by means of instruction offered in a variety of ways—with and without academic credit. Programs are available for adults who wish to begin a college program, for those who are seeking to complete their interrupted college education, and for those who have earned a community college degree and now wish to earn the bachelor's degree. In addition, a wide variety of courses is offered in both the daytime and evening for those who wish to update a degree earned in the past or for those who are seeking to enrich their intellectual and cultural life.

Students who are above traditional college age (18-24) often have unique educational considerations that require special services. One of these services is academic advising in the Division of University Studies. There is also a pre-admission adviser for mature students in the Division of University Studies. (See page 26.)
FINANCIAL INFORMATION

Financial information pertaining to registration fees and other charges, services, and benefits are consolidated in this section for easy reference. All fees are subject to change without prior notice.

Resident Status—Florida and Non-Florida

Board of Regents regulation 7.6, Florida Student Definition, reads as follows:

For the purpose of assessing registration fees, students shall be classified as Florida or non-Florida. A Florida student is a person who shall have resided and had his domicile in the State of Florida for at least twelve (12) months immediately preceding the first day of classes of the current term.

In applying this policy "student" shall mean a person admitted to the institution. If such person is a minor, it shall mean parents, parent, or legal guardian or his or her person.

The word "minor" shall mean a person who has not attained the age of 18 and whose disabilities of minority have not been removed by reason of marriage or by a court of competent jurisdiction.

The word "domicile" for fee-paying purposes shall denote a person's true, fixed, and permanent home and place of habitation. It is the place where he intends to remain, and to which he expects to return when he leaves without intending to establish a new domicile elsewhere.

The word "parent" shall mean a minor's father; or mother; or if one parent has custody of his person, the parent having custody; or if there is a guardian or legal custodian of his person, then such guardian or legal custodian.

In all applications for admission by students as citizens of Florida, the applicant, or if a minor, his parents or legal guardian shall make and file with such application a written statement under oath that such applicant is a bona fide citizen, resident, and domiciliary of the State of Florida entitled as such to admission upon the terms and conditions prescribed for citizens, residents, and domiciliaries of the State.

A non-Florida student is a person not meeting the requirements of Section A above. A non-Florida student (or if a minor, his parent or parents) after having been a resident and domiciliary of Florida for twelve (12) months may apply for and be granted reclassification prior to the first day of classes of any subsequent term; provided, however, that those students who are non-resident aliens or who are in the United States on a non-immigration visa will not be entitled to reclassification. However, for fee-paying purposes, Cuban nationals and Vietnamese refugees will be considered as resident aliens. Such application shall comply with the provisions above. In addition, the application for reclassification must be accompanied by a certified copy of a declaration of intention to establish domicile filed with the clerk of the Circuit Court as provided by Section 222.17 Florida Statutes.

Unless the contrary appears to the satisfaction of the registering authority of the institution at which a student is registering, it shall be presumed that:

The spouse of any person who is classified or is eligible for classification as an in-state student is likewise entitled to classification as an in-state student. A minor whose parent is a member of the armed forces and stationed in this State pursuant to military orders is entitled to classification as an in-state student. The student, while in continuous attendance, shall not lose his residence when his parent is thereafter transferred on military orders. A member of the armed forces of the United States stationed in this State on military orders shall be entitled to classification as an in-state student while on active duty in this State pursuant to such orders.

No person over the age of 18 years shall be deemed to have gained residence while attending any educational institution in this State as a full-time student, as such status is defined by the Board of Regents, in the absence of a clear demonstration that he has established domicile in the State.

Any person who remains in this State when his parent, having theretofore been domiciled in this State, removes from this State, shall be entitled to classification as a Florida student so long as his attendance at a school or schools in this State shall be deemed "continuous" if the person claiming continuous attendance has been enrolled at a school or schools in this State as a full-time student, as such term is defined by the Board of Regents, for a normal academic year in each calendar year, or the appropriate portion or portions of such years, thereof, since the beginning of the period for which continuous attendance is claimed. Such persons need not attend summer sessions or other such intersession beyond the normal academic year in order to render his attendance "continuous."

Appeal from a determination denying Florida status to any student may be initiated by the filing of an action in court in the judicial district in which the institution is located.

Any student granted status as a Florida student which status is based on a sworn statement which is false shall, upon a determination of such falsity, be subject to such disciplinary sanctions as may be imposed by the president of the university, which sanctions may include permanent expulsion from the State University System or any lesser penalty.

Special Categories: The following categories shall be treated as Florida residents for tuition purposes:

Military personnel of the United States of America on active duty stationed in Florida, including dependent members of their immediate families.

Veterans of the United States of America retired with twenty (20) or more years of active military service, including dependent members of their immediate families, who are in Florida at the time of retirement, or who move to Florida within one year following retirement and intend to make Florida their permanent home.

Full-time elementary, secondary, and junior college faculty members under current teaching contracts in the State of Florida. (This is construed to exclude the spouses of such faculty members.)

Full-time faculty and career employees of the University System and members of their immediate families. (This is construed to exclude the spouses of students.)

If during attendance at the University the residency status changes, the student must obtain a "Request for Residency Change" form at the Office of the Registrar, complete and re-
The following fee schedule applies to all University of South Florida students with the exception of those in the Bachelor of Independent Studies, External Degree Program. For information on the BIS Program fees, see page 37.

All fees are subject to change by action of the State Legislature, without prior notice. The University will make every effort to advertise any such changes if they occur.

1. Initial Application Fee
   (Each application—not refundable) $15.00

2. Registration and Tuition Fee
   Students who pre-register may receive a bill through the mail. However, the University is not obligated to send out such a bill. The student is responsible for paying fees in full by the appropriate due date stated in the particular quarter’s “Schedule of Classes.” Failure to do so will result in the student being assessed the $25.00 late payment fee.

A. Fee Structure
   Fees are assessed by course level—not student classification.

<table>
<thead>
<tr>
<th>Course level</th>
<th>Fees, per Credit Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Resident</td>
</tr>
<tr>
<td>Undergraduate</td>
<td></td>
</tr>
<tr>
<td>Lower level (001-299)</td>
<td>$15.00</td>
</tr>
<tr>
<td>Upper level (300-499)</td>
<td>16.50</td>
</tr>
<tr>
<td>Graduate (500 and over)</td>
<td>22.00</td>
</tr>
<tr>
<td>Thesis and Dissertation</td>
<td>24.00</td>
</tr>
</tbody>
</table>

   NOTE: 1. There is no ceiling (maximum) on the amount which a student may be assessed for a single quarter.

   2. In addition to the above, each student who enrolls for five or more credit hours on the Tampa Campus or Sarasota Campus must pay a $10.00 Student Health Fee for the quarter. A student enrolling for four or less credit hours may voluntarily pay the health fee by the end of the first week of classes.

   3. Effective Quarter IV (Summer), 1977, the undergraduate fees shown above will be reduced by $6.00 per credit hour for courses taken during Quarter IV.

   4. Students who only register for developmental courses or a co-op assignment must pay a minimum of one (1) hour at the level of the course or co-op assignment.

   5. Registration fee payments should be mailed to:

   Division of Finance and Accounting
   University of South Florida
   4202 Fowler Avenue
   Tampa, Florida 33620

B. Off-Campus Courses
   Students taking off-campus (Continuing Education) courses will be assessed the same fees as stated in “A” above except for the Health Fee. Continuing Education courses are designated by the “700 series” section number. The “Schedule of Classes,” which is printed each quarter, can be used as a reference for updated information.

3. College of Medicine Registration Fees
   A Florida student enrolled in the M.D. program in the College of Medicine will pay a fee of $1,756.00 per year in installments of $439.00 each to be paid in July, October, January and April. A non-Florida student enrolled in the M.D. program in the College of Medicine shall pay a fee of $4,028.00 per year in installments of $1,007.00 each to be paid in July, October, January, and April.

4. Late Registration Fee
   All students who initiate (i.e., those students who have not enrolled for any courses during Early or Regular Registration) their registration during the late registration period will be automatically assessed a $25.00 late registration fee. This is separate from the late payment fee.

5. Late Payment Fee
   All registration fees and all courses which were added during the Drop/Add period must be paid in full by the payment deadline date specified in the “Schedule of Classes” printed each quarter. A $25.00 late payment fee will be assessed against all students who do not pay their fees in full by the specified date. The University can only charge a maximum of $25.00 in total late fees for a single quarter.

6. Cancellation for Non-Payment of Fees
   Students not on an authorized deferred payment of fees and who have not paid their registration fees in full by a specified date (per “Schedule of Classes”) may have their registration for that quarter cancelled. This means specifically that a student will receive no credit for any courses taken during that quarter. Students who are allowed to register in error may have their registration cancelled. Any fees paid by that student will be refunded to the student or credited against other charges due the University.

7. Reinstatement Fee
   There will be a reinstatement period from the beginning of the sixth week of class through the end of the seventh week of class. Any student wishing to be reinstated must apply in writing during that period. All fees plus a $25.00 Late Payment Fee and a $25.00 Reinstatement Fee must be paid immediately if the reinstatement is granted. There will be no reinstatement after the seventh week of class for any errors other than administrative errors (errors caused primarily by the University).

8. Intern Certificate of Participation
   Students who present Intern Certificates for payment of their registration fees will have to pay a $2.85 per hour charge for all credit hours taken during the quarter. By paying this $2.85 per credit hour credit hour charge and presenting an Intern Certificate, a student will be allowed
to register for an unlimited number of credit hours during a single quarter. These students will not be charged a student health fee. Students presenting Intern Certificates dated prior to July 19, 1974, may take up to 8 credit hours free of charge.

9. 60-Day Deferment for VA Students

Students receiving VA benefits who have applied in writing no later than the specified date for the 60-day deferment of fees from the Office of Veteran's Affairs have until a specified date (See "Schedule of Classes") to pay registration fees in full.

10. Room Rent

Room rent is paid in accordance with information in the Housing Contract.**

<table>
<thead>
<tr>
<th>Per Quarter</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarter I, II, III</td>
<td>$200.00</td>
</tr>
<tr>
<td>Quarter IV (10-week session), per week</td>
<td>18.50</td>
</tr>
</tbody>
</table>

11. Food Service

The following food service plan options are available to all students.**

<table>
<thead>
<tr>
<th>Saga Food Service</th>
<th>Per Quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 meal plan—Mon. through Sun.</td>
<td>$251.71</td>
</tr>
<tr>
<td>15 meal plan—Mon. through Fri.</td>
<td>221.93</td>
</tr>
<tr>
<td>12 meal plan—Mon. through Sun.</td>
<td>237.06</td>
</tr>
<tr>
<td>10 meal plan—Mon. through Fri.</td>
<td>211.43</td>
</tr>
</tbody>
</table>

**Prices listed are subject to change for the academic year 1977-78. Food service prices may be revised quarterly, if necessary.

Refund of Fees

Registration fees will be refunded under certain conditions upon presentation to the Division of Finance and Accounting of an authorization issued by the Office of the Registrar.

1. Issuance

The processing of a registration refund will be detained for a two-week period immediately following the last day to pay fees without a late fee.

2. Withdrawals

A. When officially requested by a student, a full refund of registration fees will be made if a student withdraws from the University on or before the final day of the regular "Drop/Add" period. (First week of classes).

B. No refund of registration fees will be made if the student withdraws after the final day of the "Drop/Add" period except in the following cases:

1. If a student is involuntarily called back to duty with the armed forces.
2. Death of a student during the term for which enrolled.
3. Incapacitating illness of such duration and severity as to preclude successful completion of the academic program for the term for which a student is enrolled.

In the instances stated above, the refund will have a $2.85 per hour withdrawal fee deducted.

3. Cancellations

A. A student who at any time has his registration cancelled by the University because he was allowed to register in error is entitled to a full refund of his registration fees.

B. A student may be cancelled by the University when registration and tuition fees are not paid in full by the last day of the regular "Drop/Add" period, (first week of classes) except when a deferment is granted by the University.

4. Reduction of Class Load

A student must officially drop a course within the "Drop/Add" period in order to be eligible for a refund. A "Registration Refund Request" form must be completed and presented to the Division of Finance and Accounting before any refunds will be initiated. The refund will be the amount paid less proper charges per hour for each hour continued.

5. Late Fees

Late registration fees are not refundable.

6. Refund Monies Used to Clear University Debts

Deductions from authorized refunds will be made for unpaid accounts due the University.

Check Cashing Service

The University offers check cashing services under the following conditions:

1. The University will accept personal checks for accounts due to the University. Each student is urged to make his own financial arrangements through his choice of commercial banks.

2. The University Bookstore will cash personal checks not exceeding $50.00.

3. A service charge of 15 cents is made for each check cashed.

4. Responsibility for the check rests with the final endorser.

5. The University will not cash three-party checks.

6. All checks returned by the bank must be cleared within 5 days from the date of notification to the student. Failure to comply will result in cancellation of the student's registration. There is a $5 charge for each returned check.

Payments of Accounts Due the University

Charges against students for loss or breakage of University equipment, books, and other charges will be required to be paid upon notification that charges are due. Delinquent accounts may be considered sufficient cause for cancellation of registration. University regulations prohibit registration, or release of transcript for any student whose account with the University is delinquent. Payments should be brought into the Cashier's Office, Administration Building. Payments may be mailed to Finance and Accounting, University of South Florida, Tampa, Florida 33620.
Financial Aids

The University of South Florida has an established comprehensive Financial Aid Program that assists qualified U.S. students with their educational expenses. Financial assistance is granted on the basis of financial need, academic promise, and character. Generally speaking, academic merit, combined with financial need, determines whether aid is given, and the financial need determines the amount.

Financial assistance includes scholarships and/or grants, long-term loans, and on-campus employment. Students with a 3.0 or above grade point average may apply for scholarships as well as other types of assistance, while students with a grade point average below 3.0 will be considered for assistance other than scholarships.

Short-term, or emergency loans, are also available to help students in the event of a temporary unexpected short-term requirement for educational purposes.

Vehicle Regulations and Fees

Motor Vehicles

Students may use properly registered motor vehicles on campus. Parking facilities are provided for resident and commuter students. All motor vehicles and bicycles used on campus must be registered with the Division of Public Safety. This applies to full-time or part-time, day or evening students. Each motor vehicle registrant must present vehicle registration certificate indicating proof of who owns the vehicle and authorization to operate the vehicle. A booklet entitled "USF Traffic and Parking Regulations" will be issued to each student on registering a motor vehicle. Registration fees (unless changed by State Statute) for three- or four-wheeled motor vehicles will be $10.00 for an academic year; $4.00 for an academic quarter. Yearly fees for students registering after the first quarter. Yearly fees for students registering after the first quarter will be adjusted proportionally. Students may park in remote areas without paying a fee but must register the vehicle in any case. Free decal provisions are described in the regulations. All decals expire on 31 August of the academic year.

Motorcycles

Fee for motorcycles will be $2.00 per year no matter what time of year they are registered.

Bicycles

Fee for bicycles is $1.00. Bicycles need only be registered once. Decal issued for bicycles is valid as long as used on campus. A booklet entitled "USF Bicycle Traffic and Parking Regulations" will be issued to each student registering a bicycle.

Special Services

Veterans Administration Benefits

The University of South Florida is approved for the education of veterans, service members, and dependents of veterans eligible for benefits under the GI Bill. All standard degree programs currently offered at USF are approved by the State Approval Agency.

University Center

The Offices of Veterans Affairs or veterans coordinator on each campus can provide information concerning the following: certification for benefits, advance pay checks, deferment of registration and tuition fees, tutorial assistance, advising and counseling services. (Note information listed elsewhere in this catalog under Offices of Veterans Affairs). To initiate, change, or renew benefits, requests should be submitted through one of the above offices. A minimum of six to eight weeks processing time should be allowed before expecting to receive the first check. Effective June 1, 1977 there will be no prepayment of benefits and advance pay checks will be considered only upon special written request to the VA.

To be eligible for full-time benefits, undergraduates and special students must enroll for 12 or more quarter hours each normal term (10-13 weeks); degree seeking graduate students must enroll for 8 or more quarter hours. There are special VA regulations regarding: special student enrollment, dual enrollment in two schools, courses taken by audit (no benefits), courses taken by television, the Cooperative Education Program, any non-standard course or program, and standards of progress. It is the student's responsibility to inquire concerning special regulations and to report any change in status which affects the rate of benefits.

Students approved for benefits under chapter 31 (vocational rehabilitation) should contact the Office of Loans and Scholarships no earlier than regular registration for a book slip and other financial information.

The Veterans Representative assigned by the VA Regional
Office is available on the Tampa campus for assistance in the following areas: VA forms, VA regulations, eligibility questions, check problems, VA education loans, and additional VA benefits.

Other benefits include additional amounts of compensation and pension, which may be payable to eligible veterans and widows of veterans for children between the ages of 18 and 23, if the children are attending at least three class sessions per week. The student, parent, or guardian is responsible for notifying the VA Regional Office (where the veteran’s records are located) of enrollment and termination of enrollment.

**Social Security Benefits**

Full-time students between the ages of 18 and 22 who are eligible for Social Security checks should notify their local Social Security office to request enrollment certification through the Tampa Social Security Office. To be considered full-time at USF, students must enroll and remain enrolled for a minimum of 12 quarter hours each term, except summer term. It is the student’s responsibility to notify the Social Security Administration when he or she ceases to be enrolled full-time.

**Railroad Retirement Annuity Award**

The University maintains a file of students receiving Railroad Retirement Annuity Award benefits, notifying the Board when a student ceases to be enrolled full-time. A student ceases to be enrolled full-time when he is enrolled for less than 12 hours as an undergraduate and 8 hours as a graduate.

To initiate benefits, student should contact the Railroad Retirement Board.

**BOOKSTORES**

**Textbook Center**

Textbooks are located in the Textbook Center adjacent to the Central Receiving Building. Every attempt is made to have all required and recommended texts available the first day of registration.

**USF Bookstore and Campus Shop**

The USF Bookstore and Campus Shop, located in the University Center, serves the University community by providing numerous goods and services.

The Art and Engineering Department contains all course supplies of art, engineering, and science classes, as well as many hobby and general purpose items. Oil or water base paint, brushes, art paper, slide rules, electronic calculators, graph paper, drafting supplies, dissecting kits, and lab notebooks are among the many items in this department.

The Supply Department stocks all the basic school supplies and course required supplies necessary to fulfill course needs—notebooks, notebook paper, pens, pencils, etc.

**Check Cashing**

The Bookstore provides a check cashing facility for students, staff, and faculty. Cash limit is $50.00. Student current fee card and picture ID or current staff card must be presented for identification.
The University of South Florida is dedicated to the intellectual, social and moral development of students in order to provide responsible leaders who can work effectively in a democratic society. The University has a concern for the total life of the student, both in and out of the classroom. Diversity of opinion, criticism, and dissent are essential in discharging these responsibilities, and this has been set forth and safeguarded in the Board of Regents’ policies (Sec. 6c, Administrative Code of Florida).

As a condition for admission to one of the State Universities of Florida, students agree to abide by the policies of the Board of Regents and by the rules and regulations of the institution. The University has the right and responsibility to determine who shall be admitted to the institution; the conduct or behavior acceptable to the institution: and under what conditions one may continue as a student. Administrative due process and the right of review in all disciplinary hearings are provided by the University.

University officials and particularly the Vice President for Student Affairs and his staff are charged with the responsibility of interpreting the policies of the Board of Regents to students and others in the university community, and with developing positive student personnel programs which further the intellectual, social, and moral development of students.

Office of Student Affairs and University Development

The Vice President for Student Affairs and University Development, and the staff members in that area of administration, provide leadership and professional services necessary to maintain a campus environment conducive to learning. First, they offer services enabling students to cope effectively with factors of personal and social living that affect academic work: academic advising, financial aid, health service, individual and group counseling, career planning, placement, cooperative education, standards of conduct and performance, due process in disciplinary action, procedures for redressing grievances, and advice and assistance in time of trouble. Second, they provide programs enabling students to participate effectively in the corporate life of the University: orientation (FOCUS), equal opportunity programs, residence halls, student government, student publications, organizations, activities, and events of special interest. Third, they offer services, programs, and opportunities for alumni and friends of the University to assist the University in fulfilling its goals and mission.

The Office of the Vice President for Student Affairs and University Development is responsible for notifying all involved parties in the event of the death of a student.

Standards and Discipline

Just as the University tries to maintain high standards of academic performance, its members try to support high standards of individual conduct and human relations. Responsibility for one’s own conduct and respect for the rights of others are essential conditions of academic and personal freedom in the University.

The University may deny admission or refuse continued enrollment to students whose actions are contrary to the purposes of the University, or impair the welfare and freedoms of other members of the University.

Standards of personal conduct are published in a handbook provided to students at the beginning of each term. Disciplinary procedures followed when a student fails to exercise his responsibility adequately or commits some offense against University standards, local, state or federal law provide the safeguards of due process customarily enjoyed by American citizens. These include a written description of the offense, participation in discussion of the matter and presentation of information in one’s own behalf, the right to seek counsel in one’s own best interest, and the right of appeal. These procedures are also described in the handbook.

Self-discipline and sensitivity to the rights and interests of others are the principal elements of University discipline. Students are entitled to seek advice on any matter of judgment, conduct or human relations that may concern them, and to participate in the development of standards of conduct supporting their interest in the purposes of the University.

Many students have asked for advice on standards of dress and personal appearance. Campus dress is expected to be appropriate to the activity in which the individual is engaged.

Student Government

All regularly enrolled students are voting members of the Student Government of the University of South Florida. They elect the college councils, the Student Government officers, and the student representatives to the University Senate. Student Government is an agency representing student interests in plans, programs, policies and procedures at the University, and securing student representation in University governance. The Student Government office also helps students deal with special problems in areas such as off-campus housing, veterans services, and referral for legal assistance.

Grievance Procedure

In order to assure to students the right to redress of grievances, the Office of Student Affairs is responsible for a grievance procedure. Any student may file a question, complaint, or statement of grievance, in the Office of Student Affairs, in person or in writing. A course of action or other answer will be given by a member of the staff of the Office of Student Affairs, within the week if possible. Students who do not wish to identify themselves or to provide local addresses will find the reply published in the earliest possible edition of The Oracle.

St. Petersburg and Sarasota Campuses

Student Affairs offices are also maintained at the St. Petersburg and Sarasota campuses. For information about the services and programs provided for these students, see page 8.

Financial Aids

The student financial aids program at the University of South Florida is a part of the Student Affairs program. For detailed information about financial aids see page 19.
Student Health Service

Comprehensive health care is provided through the University Student Health Service for all students who have paid the Health Fee. The Health Center is located on the fourth floor of the University Center building.

A 12-bed infirmary is available for students with illnesses precluding class attendance. A walk-in clinic and medical laboratory are maintained for outpatient treatment.

University physicians have office hours by appointment, Monday through Friday. Registered nurses are on duty 24 hours a day, seven days a week in the Health Center and emergency care is available continuously, including nights and weekends.

Handicapped Students

Students with physical handicaps will be encouraged to attend the University of South Florida if they can fully participate in the educational program using existing facilities. (Physical disability is not in itself sufficient reason to debar admission.)

Only those students who can demonstrate the physical capacity to carry out academic responsibilities shall be admitted. Physically handicapped students admitted to the University shall not be denied admission to a course or degree program without demonstrated cause or reason.

The Office of Student Affairs shall be responsible for determining which handicapped students, who otherwise meet admission requirements, may be admitted to and continued in the University.

The Office of Student Organizations (CTR 217) provides assistance in academic advising, personal and social counseling, events of individual and group interests, and aids the student(s) in meeting the requirements of the University and other agencies which may benefit their needs.

Division of Cooperative Education & Placement

One of the recognized goals of a college education is to maximize career satisfaction and University of South Florida has dedicated itself to the purpose of assisting students and alumni in realizing their career objective. Undergraduate students are encouraged to participate in the CEP and graduating students and alumni are urged to take advantage of the Placement Service.

Cooperative Education Program

The Cooperative Education Program is an academic program open to majors in most disciplines offered at the University. The program's objective is a balanced education where occupational experience is an integral part of formal education and theory is blended with practice. In addition to regular classroom and laboratory exercises, it acquaints the student with the world of work and a professional environment. The ultimate objectives of the program are to provide relevance in the educational process, direction in career planning and bringing business, industry, and governmental agencies close to the educational system and governmental agencies throughout the United States.

A student must complete a minimum of 45 quarter hours of academic work with a grade point average of 2.5 or better before being assigned to an employer. Students transferring from other schools must complete two full-time quarters on the USF campus prior to a work assignment. Qualifying students are assigned to a team and alternate between quarters of training (paid employment) and quarters of study until they complete a minimum of three quarters of off-campus work assignments. All University of South Florida cooperative programs are approximately four years in length except in the field of engineering, which is approximately a five-year program.

The University will assign students to training programs relevant to their educational and professional goals. Usually students are first placed on assignments where they can learn the fundamentals. They may then advance in the type of assignment from training period to training period.

Students are encouraged to make application for placement in the program at least one quarter prior to their desire to go on a training assignment. Once a student is accepted into the program, the training assignments become a part of their academic program leading to a degree. The students must remain on the alternating pattern of training and study until they complete the three quarter requirement and are released from the Cooperative Education Program by the Director of the program. Students signing an agreement covering training periods are obligated to fulfill their agreement.

Students who fail to report for a training period after signing an agreement, or who fail to keep their agreement to remain with an employer to the end of a given training assignment, will receive a "U" grade and will be dropped from the program.

Cooperative Education students will be expected to meet deadlines for registering and for paying registration fees with any exceptions brought to the attention of the appropriate administrator by the Director of Cooperative Education and Placement.

The Office of Student Affairs shall be responsible for registering and for paying registration fees with any exceptions brought to the attention of the appropriate administrator by the Director of Cooperative Education and Placement.

Graduating Students and Alumni

Each year representatives from business and industry, educational systems, and governmental agencies throughout the United States will conduct on-campus recruiting interviews for graduating students. In addition, employers will list career employment vacancies throughout the year and request referrals of qualified candidates. Graduating students should register with the office early in their graduating year to insure the establishment of their placement credentials. These services are available to alumni desiring career relocations.

The Occupational and Employer Information Library provides materials on vocational guidance, career opportunities, and employers. In addition, information on graduate schools is maintained.

The following data concerning the statistical records of
some of our 1976 graduates is provided for your information. It is hoped that this information will be helpful to you in making decisions for your future academic pursuits.

You should be aware that registration with the Office of Cooperative Education and Placement (by which this data is compiled) is entirely voluntary on the part of the student and that the student is not required to provide follow-up information on employment. In large part, this should be considered when examining the different percentages of registered students, the percentages that report employment and the percentages remaining on active files, many of whom may have obtained employment without reporting it.

This survey encompasses University of South Florida seniors who graduated from August 1975 through June 1976. Only those students who registered with the Cooperative Education and Placement Office were surveyed for the placement and salary information contained in this report. This information was gathered from employers, students and survey letters.

Of 4,488* graduating students, 1,536 or 34% registered with the Cooperative Education and Placement Office. Of the 1,536 registered graduating students:

- 390 or 25% accepted positions
- 1,146 or 75% remained on active file for referral

The following is a breakdown of the 390 accepted positions:
- 102 or 26% - Education
- 246 or 63% - Business and Industry
- 41 or 10% - Government
- 26 or 7% - Non-Profit

15 students enrolled in Graduate School.

NOTE: Questions concerning salary range should be directed to the Cooperative Education and Placement Office for explanation.

* Including graduates from Colleges of Medicine and Nursing who did not register with the Cooperative Education and Placement Office.

### SUMMARY 1975-76

<table>
<thead>
<tr>
<th>Arts &amp; Letters</th>
<th>Number of Graduates Registered with Placement</th>
<th>Registered with Placement</th>
<th>Percent of Graduates Registered</th>
<th>Reported with Jobs</th>
<th>Percent of Reported with Jobs</th>
<th>Mean Yearly Salary</th>
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†Either Education Specialist or doctorate degree
‡Less 15 graduate school students

### Housing

The residence hall program at U.S.F. is an integral part of the total educational experience at the University of South Florida. It is within this residential environment of the campus that students experience identity with the university community finding ongoing opportunities for intellectual, social, recreational, and vocational growth. Within the functional, pleasant surroundings of the residence halls professional staff members are available to foster academic and personal adjustment to facilitate interpersonal communication as students from all over the country establish friendships and share in cultural exchange.

Regularly enrolled students are eligible to live in University residence halls. An application for a room in University residence halls is sent with the Official Acceptance notification. Housing assignments are made without discrimination as to race, color, or national origin.

### Residence Halls

The twelve halls within the Division of Housing and Food Service are clustered around two centers of community activity—the Argos and Andros Complexes. Each of the complexes provides a core of services for its residents including a central communications desk, mail delivery, TV and study lounges, and complete cafeteria and snack facilities. This arrangement has encouraged resident interaction while bringing the residence hall staff close to the needs of students. Although both Argos and Andros Complexes provide the same basic services, they represent different options in campus living.

The Argos Complex of residence halls—Alpha, Beta, and Gamma—represents traditional hall living. This arrangement provides attractive double-room accommodations designed for both studying and sleeping. The 40-50 residents occupying a living unit share common bath facilities which are attended daily by the hall’s housekeeping staff. Centrally-located lobby areas, laundry rooms, and snack machines further describe the housing arrangements for the women of Gamma and Alpha (East Wing) and the men of Beta and Alpha (West Wing).

The Andros Complex, consisting of the nine small halls—Delta, Epsilon, Kappa, and Mu for women and Iota, Lambda, Theta, Eta, and Zeta for men—is characterized by the suite arrangements. Suites are designed to accommodate eight residents—two sharing a bedroom, four sharing a study area, and eight sharing bath facilities. With five suites on each living unit, the 40 residents find that the small kitchenette/lounge and laundry room become centers of floor activity.

Whether residing in Andros or Argos Complex, residents will find that all of the halls are fully air-conditioned and most are carpeted throughout. In addition, each room is furnished to provide a bed, desk, chair, dresser, closet and bookshelf for each resident. Outside, two Olympic pools and numerous tennis, handball, and basketball courts await leisure-time recreation fans. And, of course, there’s always a need for residents who are interested in residence hall programming.

### Off-Campus Housing

The Student Government office located in the University Center maintains a list of off-campus housing. Listings are accepted only from householders and landlords that do not discriminate because of race, color, or national origin. Rental arrangements may best be made after personal inspection of facilities and conference with the householder before the University opens. Fall quarter arrangements may be made during the summer.

### Food Service

A variety of food plans are offered through a food service contractor. Several small dining rooms may be reserved by committees or special groups wishing to take their trays to a private place for luncheon or dinner meetings.
University Center

The University Center seeks to facilitate another dimension of the educational experience by providing an environment for informal association outside the classroom. It provides facilities, services, and programs to enhance the social, cultural, and recreational life of the University. The information service desk serves as the coordinating center for the numerous and varied services and activities of the University Center and out-of-class student life. It is here that student organizations schedule facilities and request services for their various activities. The master schedule of all student activities is maintained at this location.

Many of the University center facilities and services provide for personal and social needs. The University Center has some fourteen meeting and conference rooms to be used by student organizations, and provides facilities for the various services offered through the Office of Student Organizations and Program Advising Office. For social activities, a ballroom is also located on the second floor. The first floor of the University Center has four social lounges for relaxation, as well as a gallery lounge to exhibit student art work. Other facilities on this floor are a television lounge, cafe, deli, and coffee shop, a campus store, and student government offices. Student health services occupy the fourth floor of the University Center.

The basement level of the University Center is the recreational area. To be found here are billiard tables, table tennis tables, table soccer games as well as a table game room equipped with cards, and a variety of table games. The crafts area has been expanded to include a large ceramics facility as well as leather work, copper enameling, macrame, candlemaking, and numerous other small crafts. Photography labs are also located in this area of the University Center.

Food Services, the Book Store, and Health Services operations are coordinated through their respective university administrative areas, while the other facilities and services are coordinated by the University Center Director's office.

The University Center not only includes Student Organizations but also a Program Advising Office. The Program Advising Office provides two professional advisers who are available to consult with student organizations regarding their programs and activities.

University Police

The University of South Florida Police Department, located at the intersection of Maple and Fletcher, provides the full range of public safety services to the University community 24 hours a day, seven days a week. All University Police Officers are commissioned law enforcement officers of the State of Florida. The telephone number for on-campus emergencies (crimes, fire, medical) is 2628.

Clubs and Other Organizations

Students have formed clubs, organizations, and councils in almost every field of interest. New groups are being formed and will continue to develop. Groups presently organized cover the most frequently desired kinds of activities.

Professional staff members are available to assist individuals in forming new organizations and also to assist in the advising of currently recognized groups. For further information, please contact the Office of Student Organizations.

Dance, Music, and Drama Clubs

The excellent program in Fine Arts and its facilities, the Fine Arts Building, the University Theatre and the Theatre Centre, offer many opportunities for involvement of students, both those who major in this area and those from other colleges, in a number of activities and organizations. The Theatre department's production program is open to participation by students both on stage and off. Most of the performing organizations in the Music department welcome student participation and offer opportunities for instrumentalists and singers through its orchestras, bands, and choruses.

Cultural Events

Many of today's outstanding visual and performing artists are brought to the University of South Florida campus each year. The Artist Series provides unusual opportunities for experiencing the finest professional talents in Music, Dance, and Theatre. The Exhibitions Program provides unusual opportunities to view many varied and significant works of art annually in the University's three galleries. These and other programs conducted by the Florida Center for the Arts significantly contribute to the education of students and the general vitality of the campus.

In addition, the College of Fine Arts arranges a full schedule of concerts, plays, lectures, films, and workshops which feature students, faculty and visiting artists. The events are presented both during the day and in the evening. Many are free of charge. Most events are open to the general public. The University publishes a Calendar of Events which is available upon request to the Coordinator of Events, Florida Center for the Arts, USF.

Fraternities and Sororities

There are currently 17 national fraternities and 10 national sororities functioning on campus. They carry out a program of social, education, service, and recreational activities for their members. Membership is open to any student, by invitation only. Their programs are coordinated through the Interfraternity Council and the Panhellenic Council with the advice of faculty and staff members.

The sororities are: Alpha Delta Pi, Alpha Epsilon Phi, Alpha Kappa Alpha, Chi Omega, Delta Delta Delta, Delta Gamma, Delta Sigma Theta, Kappa Alpha Theta, Kappa Delta, and Zeta Phi Beta.

The fraternities are: Alpha Phi Alpha, Omega Psi Phi, Kappa Alpha Psi, Lambda Chi Alpha, Omicron Sigma Phi, Phi Beta Sigma, Phi Delta Theta, Phi Delta Theta, Pi Kappa Alpha, Sigma Alpha Epsilon, Sigma Chi Omega, Sigma Nu, Sigma Phi Epsilon, Tau Epsilon Phi, and Tau Kappa Epsilon.

Religious Organizations

The University has encouraged student religious organizations to develop associations and centers. Denominations have built centers in a reserved area on campus. The Episcopal Center was dedicated in the fall of 1962 and the Baptist Center in the spring of 1964. The University Chapel Fellowship followed in 1966. (This center is an ecumenical campus ministry of the following denominations: United Methodist, Presbyterian, and United Church of Christ.) The Roman Catholic Center joined the others in the fall of 1967, in an adjacent location.

Student religious organizations active on campus include: Bahá’í Club, Baptist Campus Ministry, Bible Study Group, Campus Advance, Campus Crusade for Christ, Canterbury Club (Episcopal Center), Catholic Student Center, Chabad House, Christian Science Organization, Full Gospel Fellowship, Literary-Religious Association, Navigators, University Chapel Fellowship.

Service and Honorary

There are many organizations devoted to serving the University and the Tampa Bay Area. These Service Organizations are: Alpha Phi Omega, Careteam, Circle K, Peer Management Rap Cadre, Sierra Club, Tape Bank Service, and Women's Peer Counseling Center.
Membership to Honorary Organizations is usually by invitation. Honorary Organizations at USF are: Alpha Epsilon Delta, Beta Alpha Psi, Lambda Alpha, Mortar Board, Omicron Delta Kappa, Phi Kappa Phi, Phi Sigma, Pi Mu Epsilon, Sigma Tau Delta, Tau Beta Pi, and Themis.

Professional Fraternities

Many profession-oriented groups exist at USF. These include: American Society of Personnel Administration, Phi Chi Theta (management), Delta Sigma Pi (business), Phi Beta Lambda (business), Phi Mu Alpha (music), Pi Sigma Epsilon (marketing), Psi Chi (psychology), Sigma Alpha Eta (Speech Pathology and Audiology), Sigma Alpha Iota (music), Sigma Delta Chi (journalism), and Pi Sigma Alpha (government).

Special Interest Organizations

Students have organized and continue to organize clubs and organizations covering a broad range of interests. Included are those oriented to academic majors, departments, and colleges; groups providing programs, information, and governmental experience; and associations of students with a common interest in a specific recreational, technical, ideological, or other area of special concern. Complete information is available at the Office of Student Organizations.

Recreational Sports

The University of South Florida provides a variety of physical and recreational activities designed to meet the needs and interests of students. Believing that a sound and complete education includes a proper balance of work and study with physical activity, the University program includes Intramural Sports competition, Sports Clubs, and other recreational activities, in addition to basic instructional programs in physical education. The activities represent a broad selection of sports ranging from those of a highly competitive nature to those of a non-competitive type and include individual, dual, team, and aquatic sports. Through participation, students, faculty, and staff will increase physical fitness, augment leisure time skills, and develop a wholesome attitude toward physical activity.

The Intramural Sports Program emphasizes activities that are especially suited to the Florida climate. Competition is scheduled in such individual sports as swimming, tennis, track, badminton, golf, cross country, table tennis, bowling, billiards, handball, paddleball, wrestling and archery, as well as the team sports of soccer, touch football, basketball, volleyball, and softball. Competition is scheduled through fraternal societies, residence halls, and independent divisions. Team awards are presented.

The Sports Club Program includes groups of students, faculty, and staff who have a special interest in a particular sports activity. They are organized for the purpose of increasing skills and augmenting knowledge through a continuing in-service training and competitive program. Each sports club is assisted by the coordinator of sports clubs in the selection of a faculty advisor, and the initial organization of the club is governed by University regulations. Students with special sports abilities or interests are encouraged to make them known so that when sufficient need and interest warrant, new sports clubs may be formed. Present clubs include: Aikido, bicycle, bowling, fencing, frisbee, gymnastics, judo, karate, lacrosse, rugby, sailing, soccer, sports car, scuba, sports parachute, track, volleyball, water skiing, weight lifting, and yoga.

The Special Events Program is geared to provide the University community with a variety of informal recreational activities. Some of the activities are: open tournaments, splash parties, picnics, camping, boating, coed activities, and other special project activities related to the development of campus recreation.

Intercollegiate Athletics

The University of South Florida fields intercollegiate teams in both men's and women's sports. The University is a member of the National Collegiate Athletic Association and competes in the University Division I level in baseball, basketball, golf, soccer, swimming, and tennis. The University is also a member of the Association of Intercollegiate Athletics for Women, and competes in quality competition in golf, basketball, swimming, softball, tennis, and volleyball. Schedules are arranged to include quality competition which reflects the high standards of the University, and includes contests with regionally and nationally ranked teams. USF became a charter member of the new Sun Belt Conference in 1976.

Student Publications

The University has encouraged a program of campus communication through two publications. These publications are all-University in approach and coverage. They are staffed by students under the general supervision of the Office of Student Publications.

A 5-column tabloid campus newspaper, the Oracle, is published five times weekly, Monday through Friday, during Quarters I, II, and III, and twice weekly, Tuesday and Thursday, during Quarter IV. Containing 16 to 20 pages in each issue, it provides professional experience for those students interested in journalism. Any student interested in working on the newspaper in any capacity is not only encouraged but urged to participate. Omnibus, a quarterly magazine, is published during Quarters I, II and III as a supplement to the Oracle. Omnibus I is a tabloid magazine containing general interest features and photos produced by students. Omnibus II (The South Florida Review) is a literary magazine containing prose, poetry, photography, and artwork contributed by students and other members of the University community. Omnibus III provides a pictorial review of campus activities and events during the academic year.

Interested students are invited to apply for staff positions on either campus publication as well as make contributions to the quarterly magazine.
Development and Alumni

The purposes of the University’s Development/Alumni Office are as follows:
1. To identify private resources to ensure excellence and the continued expansion and development of selected new programs at USF for which State resources are either not available or not available in quantities to meet program objectives.
2. To identify and effectively relate to the University’s various advancement constituencies (Alumni, Parents, President’s Council, Library Associates, University Circle, and Athletic Boosters) through the maintenance of a quality communication program, a variety of social/cultural events, involvement in programs and functions on the University campuses and a variety of fund-raising activities.

Division of University Studies

The Division of University Studies contains the offices of New Student Relations, Admissions, Academic Advising, and the Counseling Center for Human Development. The Division is responsible for assisting USF students at the point of initial contact in the community, during the process of admission at the undergraduate or graduate levels, until a choice of academic major is made with academic advising services, and with personal or career counseling services at any time.

As an administrative “home” for the USF undergraduate student who has not yet declared an academic major, the Division is a facility where the student receives the information, services, and counsel necessary for effective decision-making in regard to his or her academic and professional future.

It is through the offices of this Division that high school students seek early admission, effect dual enrollment between high schools and community colleges and the University, receive academic advisement until such time as they have chosen a major, and receive personal counseling, career information and guidance, and other support services. The Division provides information and special services for minority students and those who are above the traditional college age. Referrals to other student service units are freely made as the Division seeks to insure that all USF undergraduate students will progress toward graduation with optimal use of their time, interests, abilities, and the resources of the University.

Office of Academic Advising

The centralized academic advising office of the Division of University Studies is primarily concerned with the assistance of new lower level students and students who have not selected an academic major.

The office also serves as an initial point of contact for prospective students who are unfamiliar with the University structure and who need academic information about this institution. Since the decision about a major affects many aspects of a student’s present and future life, the advisers in the Division maintain close liaison with other areas so they will be better equipped to use information from them in relation to the function of academic advising. Some of these resources are the college advising offices, the Counseling Center for Human Development, the Division of Cooperative Education and Placement, and Financial Aid.

The advising office houses a Special Services Program which is concerned with the implicit as well as the explicit needs of minority students. This program’s responsibility is to help these students get whatever assistance they need in addition to their academic advisement.

This office is also responsible for checking requirements for the Associate of Arts Certificates.

Office of New Student Relations

The Office of New Student Relations assists prospective students, high school guidance counselors, parents, and the general public in securing information about the University of South Florida and its programs. Members of the New Student Relations staff represent USF at high school and college Career Education Programs throughout the State of Florida. Special programs are initiated to meet the needs and interests of prospective students. Among these activities are presentations and preparation of printed information relevant to high school students, mature students, and minority students; seminars for high school counselors; and campus Visitation Days for prospective students. These programs frequently represent a cooperative effort with other University divisions, public school systems, and community colleges in the local area. Invitations from schools, civic organizations, and youth groups for information and presentations about the University of South Florida are welcomed.

The office also serves as the initial point of contact for prospective students who are unfamiliar with the University and who are seeking general information about any aspect of the institution. Services include pre-admission counseling for high school students, minority group members, and mature, non-traditional college age individuals.

New Student Relations, in conjunction with the Admissions Office and other University units, administers the Early Admission, Dual Enrollment, New Student Orientation, and FOCUS: YOU AND USF programs.

New Student Orientation Program

At the beginning of each quarter, prior to the beginning of classes, all new full-time undergraduate students are expected to participate in the orientation program of the University. Normally a one-day program, orientation is designed to help new students become acquainted with the University and includes academic advising.

Students cleared for Quarter I (September) admission are urged to participate in FOCUS: YOU AND USF, a special summer orientation-early registration program, in lieu of orientation prior to the beginning of classes.

Counseling Center for Human Development

The Counseling Center for Human Development provides direct professional services to USF students in career counseling, personal counseling, psychiatric consultation, and reading-study skills. Special services are provided by the State Division of Vocational Rehabilitation and the Division of Probation and Parole, and each agency maintains an office located in the Counseling Center. These services are designed to assist students in achieving efficient learning habits and developing a satisfying participation in campus life.

The Career Counseling and Guidance Service helps students to develop realistic career goals through testing, counseling, use of career information, and the exploration of alternative educational and/or career goals and the means of reaching them. Emphasis is placed on developing skills for solving educational and career problems in order to make constructive career decisions. A Career Information Library is also maintained for student use.

The Personal Counseling Service is a student resource that
provides a range of clinical services aimed at the early detection and prevention of student mental health problems and the development of skill-enhancing programs. The following direct services are offered to USF students: Intake evaluation, psychiatric consultation, time-limited psychotherapy and behavior change, group therapy, skill-enhancing programs and workshops, test anxiety treatment, paraprofessional programs, and referral services. Professional psychologists from the Personal Counseling Service also assist students in career guidance, particularly those who may present identity, motivational, and other related personal problems. The Psychiatric Service aids the student when psychiatric evaluation, medication, or hospitalization is needed.

The Reading-Study Skills Service provides diagnosis and evaluation of reading skills and study habits. Two approaches are offered: (1) Credit classroom courses are offered which include intensive instruction and practice in word attack, vocabulary, and comprehension skills; (2) An Independent Study credit course is available with emphasis on the unique individual need. Reading-Study Skills Laboratory Service is available for all students enrolled in either the classroom or Independent Study Sections. Regular registration procedures will be followed for either of the above courses. Visual screening is also available.

Currently, there are three paraprofessional programs functioning at the Counseling Center. These programs receive professional training and supervision and are staffed by volunteer students under the leadership of trained and experienced graduate and undergraduate students. The programs include the following: Behavior Modification, Helpline, and Rap Cadre.

Application for any of these services may be made by all USF students by presenting themselves at the Counseling Center and requesting assistance. Center staff limitations will restrict servicing of new applications to emergencies during peak periods.

Offices of Veterans Affairs

Offices of Veterans Affairs are maintained on the Tampa, St. Petersburg, Sarasota, and Fort Myers campuses. These offices direct the University's PAVE program, which stands for Programs to Advance Veterans Education. All veterans, veterans dependents, and active-duty personnel can utilize the services of these offices. Highlights of the PAVE program include veterans pre-admissions counseling, and veterans benefits advising. These offices process requests for VA education benefits, through the VA Certification section of the Registrar's Office, to the Veterans Administration. Additionally, a VA representative is available at the Tampa campus to provide VA benefits assistance and to solve VA payment and certification problems.

Florida state law provides for the VA student deferment of tuition and registration fees for students utilizing the G.I. Bill. Veterans can qualify to work on-campus in the VA work-study program assisting the VA and USF to provide for veterans services. The Vet-to-Vet Tutorial Program affords VA students the opportunity for tutoring in needed subject areas. Under the G.I. Bill, students can receive up to $65 per month for a maximum of $780 to pay for a tutor, who may also be a veteran. There is the opportunity for developmental course-work and GED certification on-campus and through cooperative efforts with local community colleges and adult education programs. Active referral is made for financial assistance, student job placement, student housing, personal and family counseling, career planning, and academic advising.

As a Servicemen's Opportunity College, USF encourages active-duty personnel to participate in PAVE. For information on Project AHEAD, degree completion, and tuition assistance, students should first check with their local military education services office.
ACADEMIC POLICIES AND PROCEDURES, PROGRAMS AND SERVICES

The Office of Records & Registration, a department of the Registrar’s Office, maintains the official academic records for all students and course registrations for currently enrolled students. Students are encouraged to contact the Office of Records and Registration about general questions concerning Academic Policies and Procedures or an inquiry concerning their current registration or academic record. Note: Each student must be aware of the University’s Academic Policies and Procedures in so far as they affect him or her.

General Academic Regulations and Information

Quarter System

The University of South Florida operates on a quarter system. The academic year commences in September and ends in August. Quarters begin in September, January, March, and June on the dates indicated on pp. 4-5.

Academic Load

The maximum load for an undergraduate student is 18 hours, unless approval is received from the Dean of the student’s college or an authorized representative. Students classified as undecided must receive approval of the Director of the Division of University Studies. The minimum load for a student to be considered academically full-time is 12 hours for an undergraduate and 8 hours for a graduate student.

Availability of Courses

The University does not commit itself to offer all the courses, programs and majors listed in this catalog unless there is sufficient demand to justify them. Some courses, for example, may be offered only in alternate quarters or years, or even less frequently if there is little demand.

Adds

After a student has completed his registration on the date assigned, he or she may add courses until the “Add” deadline specified in the Academic Calendar. Drop/Add Forms may be picked up during the early Drop/Add period (Regular Registration) in the gymnasium and in the college offering the course during the regular Drop/Add period (first week of classes). Please refer to Academic Calendar in the University Class Schedule for dates.

Drops

A student may drop a course or courses by following the appropriate procedures below:

1. Early Drop/Add Period (Regular Registration) — Only students who have participated in Early Registration may drop courses during this period. The appointment time, as published in the University Class Schedule, must be followed. Students dropping courses during this time are entitled to a full refund of fees. No entry of the courses will appear on any records.

2. Regular Drop/Add Period (First week of classes) — Complete and turn in a Drop/Add form at the college offering the course. These drops are treated the same as drops processed during the Early Drop/Add Period (Regular Registration).

3. Between the second and sixth week of classes — Students should turn in a Drop/Add form at the college offering the course. Students who drop after the first week of classes must pay registration fees for those courses. Their records will reflect a “W” grade for the dropped course(s). Courses dropped after the six week deadline (see Academic Calendar for date) will result in an automatic “F” grade.

Auditing Privilege

A student may audit a course by following the appropriate procedure below.

1. During Early Registration — Enter the course information and reference number on the Course Request Form and also on the Audit Form which may be obtained at the Problem station. Submit both the Course Request Form and Audit Form to your College Advising Office.

2. During Regular Registration — Enter the course information and reference number on the Registration Form and check the “audit” block. Submit the top copy of the form to the Approving Clerk.

3. During Late Registration (First week of classes) — Obtain an Audit Form from the Office of Records and Registration and request the instructor to sign the completed form. Submit the form to the Office of Records and Registration or to the College Advising Office by the last date to add classes (see Academic Calendar for date).

Fees are charged at the same rate as credit courses.

Cancellation Before First Class Day

Students may cancel their registration by notifying the Office of Records & Registration in writing prior to the first day of classes. If fees have already been paid, the student may request a full refund of fees from the Office of Finance & Accounting.
Withdrawal

A student may withdraw from the University without academic penalty for the first six weeks of any term by submitting a completed Withdrawal Form to the Office of Records & Registration. After that date, a grade of "F" will automatically be assigned for all course work.

Students who withdraw during the Drop/Add period as stated in the Academic Calendar may receive a full refund of fees. All refunds must be requested in writing from the Office of Finance and Accounting. No refund is allowed after this period except for specified reasons. See “Refund of Fees” under Financial Information for complete details.

Any student who withdraws a second time within four consecutive quarters of attendance must receive approval of the Co-ordinator of Advising from his college before he is allowed to re-enter the University.

Transcript Information

Transcripts of a student’s USF academic record may be requested by the student through the Office of Records & Registration. A student’s academic record can only be released upon authorization of the student. Students requesting transcripts may do so in person or by writing to the Office of Records & Registration. Include in the request full name, social security number, and date of birth, and indicate name and address to whom the transcript is to be sent. If grades for the current term are needed, clearly indicate that the transcript request is to be held for grades. No charge is made for transcripts.

Grades, Scholarship Requirements, and Review Procedures

The University is interested in each student making reasonable progress towards his or her educational goals and will aid each student through guidance and faculty advising. To make students aware of their academic progress, the University has enacted a system of grading and policies of Academic Probation and Academic Dismissal which indicates whether or not a student is showing sufficient progress towards meeting degree requirements. Notations of Grades, Academic Probation and Academic Dismissal are posted to the student’s permanent record.

When a student is academically dismissed from the University, not eligible to re-enroll, it may be in his or her best interest to re-evaluate his educational goals with an academic adviser in his college. If the student’s poor academic performance has resulted from extenuating circumstances or if after a period of time the student feels he or she has gained adequate maturity and motivation, he may petition the Academic Regulations Committee for readmission. See “Academic Regulations Committee” for information on petitioning.

Grading System

A student’s measure of academic achievement is recorded on his permanent record based on the following grading system:

- A—Superior performance
- B—Excellent performance
- C—Average performance
- D—Below average performance, but passing
- F—Failure
- S—Satisfactory
- U—Unsatisfactory
- W—Withdrawal from course without penalty
- H—Honors (Medical students only)
- I—Incomplete
- N—Audit

Grade Point Average

The University has a four-point system of grading used in computing grade point averages (A=4 grade points, B=3, C=2, D=1, F=0.) The grade point average (abbreviated GPA throughout this catalog) is computed by dividing the total number of quality points by the total hours attempted at the University of South Florida. The total quality points are figured by multiplying the number of credits assigned to each course by the quality point value of the grade given. Grades of S, U, I, Z, and grades which are followed by an "R" (indicating a repeat) are subtracted from the total hours attempted.

S/U Grade System

"No-option Courses. Certain courses have been designated as
not the student is in residence, and/or graduation, whichever comes first. "I" grades not removed by the end of the time limit will be changed to "IF" or "IU", whichever is appropriate. Students do not re-register for courses in which they are only completing previous course requirements to change an "I" grade. If a student wants to audit a course for review in order to complete course requirements, full fees must be paid. (Change of policy effective Quarter 1, 1977.)

"Z" Grade

The "Z" grade shall be used to indicate continuing registration in thesis/dissertation courses, where the final grade to be assigned will be that of the completed sequence. Upon satisfactory completion of the thesis/dissertation course, the "Z" grade shall be changed to "S". The "Z" grade is not computed in the grade point average.

Grade Forgiveness Policy

The University of South Florida Grade Forgiveness policy permits an undergraduate to repeat a course and have the repeated grade computed in his/her GPA in place of the original grade providing the repeat grade is D or higher. Normally, Grade Forgiveness may only be applied to a specific course that a student chooses to repeat. No course taken on the S/U grade basis may have the Grade Forgiveness applied. Under unusual circumstances a different but similar course may be used if the substitute course has been previously approved by the college dean and is on file in the Office of Records and Registration.

Any undergraduate student who wishes to implement Grade Forgiveness must:
1) Complete a "Grade Forgiveness Request Form" (available in the Office of Records and Registration) for each course to be repeated.
2) Adhere to the following conditions:
   a. A limitation of applying Grade Forgiveness to three USF courses with no more than one repeat per course.
   b. With prior approval of the college dean, a course different from a course on the approved list may be substituted in the following cases:
      1. The substitute course is a change in prefix, number, hours, or title, but not a substantive change in content from the original course.
      2. The substitute course replaces a course no longer offered by the institution.
   c. The repeated course must be taken under the standard grading system (A-F) and the latest grade must be D or higher.
   d. All grades remain on the transcript. The original course grade will be annotated with an "R" to indicate that the course has subsequently been repeated and the original grade is not computed in the grade point average.
   e. Individual colleges may have further restrictions; therefore, the student should consult with his/her college.

Academic Probation and Academic Dismissal for Undergraduate Students

An undergraduate student whose Cumulative Grade Point Average (GPA) falls below 2.0:
   in 0 to 89 hours attempted
      in Quarter X*
          will be placed on Academic Probation (AP)
      in Quarter X + 1
          will be placed on Final Academic Probation (FAP)
      in Quarter X + 2
          will be academically dismissed (AD)
   in 90 or more hours attempted
      in Quarter X*
          will be placed on Final Academic Probation (FAP)
      in Quarter X + 1
          will be academically dismissed (AD)

Any student admitted on Academic Probation whose GPA falls below 2.0:
   in the 1st Quarter
      will be placed on Final Academic Probation (FAP)
   in the next Quarter
      will be academically dismissed (AD)

*Quarter X refers to any quarter in which the student's cumulative GPA falls below 2.0. Quarter X + 1 refers to the quarter in residence immediately following Quarter X, etc.

Any undergraduate student whose cumulative GPA falls below 1.0 will be dismissed for academic reasons (AD) at the end of the Quarter in which it occurs.

The determination and notification of probationary status or academic dismissal will be made by the Registrar's Office on the student's quarterly grade report and permanent record. An explanation of any required procedures to be followed will be enclosed with the grade report.

Academic Probation and Final Academic Probation: Students are strongly encouraged to confer with their academic advisers to explore ways of improving academic performance.
Academic Dismissal: A student academically dismissed for the first time is suspended for a two (2) quarter minimum. By petition to the Academic Regulations Committee, the student may request that his/her case be reviewed for readmission. A student academically dismissed a second time is permanently dismissed from the University.

A student who attends another college or university during this intervening period will be classified as a transfer student and the dean is responsible for implementing Such studies during this period. Colleges will be placed on probation and may be disengaged. A student who do not meet the academic standards of progress and for notifying students of their probationary or dis-enrollment status.

College Policies For Academic Progress

Colleges may determine and implement standards of academic progress for undergraduate students (majors in the college) in addition to those established by the University. Students who do not meet the academic standards of progress set by their colleges will be placed on probation and may be disenrolled. Such students will not be permitted further enrollment in the University until they are admitted to another college or to the Division of University Studies (DUS) if appropriate. The college dean is responsible for implementing standards of academic progress and for notifying students of their probationary or disenrollment status.

Undergraduate students who have been disenrolled from a college and wish to continue at USF should follow these steps:

- Students with fewer than 90 attempted hours may apply to be admitted to a different college or to DUS.
- Students who have attempted 90 hours but fewer than 135 hours may apply to be admitted by a college or petition the Academic Regulations Committee for admission to DUS.
- Students with 135 hours or more may apply to be admitted to a different college.

Only those students admitted will be allowed to continue. Colleges may restrict the course selections and the number of hours a student may take which do not apply toward completion of degree requirements. Students who exceed this limit may have part or all of their registration cancelled.

Colleges are responsible for publicizing and students are responsible for knowing their college’s policies for academic progress.

Class Standing

A student’s class is determined by the number of credits he has earned without relation to his grade point average.

- 0 Special/Unclassified Non-degree seeking students
- 1 Freshman 0 through 44 quarter hours passed
- 2 Sophomore 45 through 89 quarter hours passed
- 3 Junior 90 through 134 quarter hours passed
- 4 Senior 135 or more quarter hours passed, however no baccalaureate degree earned here or elsewhere
- 5 Baccalaureate degree holder working on a second Undergraduate program or degree
- 6 Graduate student admitted to master’s Degree Program
- 7 Graduate student admitted to Specialist Degree Program
- 8 Graduate student admitted to a Doctoral Degree Program
- 9 Professional Program (M.D.)

Admission to a College

All new lower level students must be initially advised by the Division of University Studies. After that time, a student may declare a major and move to a degree granting college. (Each college has specified in this catalog its requirements for admission.)

All undecided students are assigned to the Division of University Studies for purposes of advising until a choice of major is made. At that time, he/she may enter the college containing the major department. Undecided students may remain in this classification until a maximum of 135 quarter hours are earned. After that time, a major must be selected.

Change of Major

Change of Undergraduate Major: Undergraduate students desiring to change their major should consult the Advising Office in the old and new college(s) of their interest.

Change of Graduate Program: Graduate students desiring to change their program must complete an “Application for Graduate Change of Program” available in the Office of Records and Registration. Students will be notified by the Office of Records and Registration of the college’s decision concerning their acceptance into the new program.

Change of Graduate Degree: Graduate students desiring of changing from one degree level to another (i.e., M.A. to Ph.D.) must make application in the Office of Admissions. Please refer to page 10 for further details.

Pending Status

A student may be placed on “Pending” by failing to meet obligations to the University. When a student is on Pending, he may not be allowed to register, receive a diploma, or receive a transcript. Settlement of financial accounts must be made at the University Cashier’s Office.

Each student placed on Pending should determine from the Office of Records and Registration which office placed him in this status and clear the pending obligation with that office.

Student Information Changes

Notifications regarding change of address, change of name, change in marital status, change in residency, and change of citizenship should be filed promptly with the Office of Records & Registration.

Final Examination

There is no final examination period. Examinations in academic subjects are considered to be an integral part of the learning process and are not, therefore, separate from other aspects of the academic experience. Each USF teacher determines the entire grade for students in his or her sections. If the instructor desires to administer a final examination, this must be done only during the regular class periods.

Honors Convocation

The Honors Convocation policy is being revised as this edition of the catalog goes to press. Please check the quarterly schedule of classes for the revised policy.

Dean’s List

Full-time undergraduate students who demonstrate superior academic achievement during one quarter will be honored on a “Dean’s List”. To be eligible for the Dean’s list, a student must be in a “pool” (defined hereafter) and must complete 12 hours of graded (A-F) USF courses with no incomplete grades during the quarter. The “pool” consists of all students who have registered for at least 12 hours of USF courses in a given quarter. The Dean’s list shall consist of the fewer of: 1) the upper 10% of the
enrollment of the college, or 2) students in the college with a USF 3.5 GPA or above (ties at the 90th percentile will be included in the honors group.)

The Dean of the College in which the student is majoring will award a certificate of recognition of this academic honor. Although DUS is a non-academic unit, students with this classification who meet the above criteria shall be awarded a certificate similar to the college award.

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**Academic Regulations Committee**

The Academic Regulations Committee meets regularly to review petitions submitted by students to waive certain academic regulations. Students must petition and secure approval of the committee to return to the University after having been disqualified from further immediate attendance or for reasons pertaining to admission, registration, withdrawal, and deadline policies.

The committee normally meets once a week. To petition the committee, a student must secure the appropriate form from the Office of Records & Registration. Completed forms should be returned to the Office of Records & Registration by 5:00 p.m., Friday, to be reviewed at the next week’s meeting. Students will receive notification of the committee’s action the following week.

If the student wishes a personal interview with the committee he should make arrangements with the representative from his college prior to submitting his petition.

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**Student Academic Grievance Procedure**

Student academic grievance procedures exist at USF to provide students the opportunity for objective review of facts and events pertinent to the cause of academic grievances. Such review is accomplished in a collegial, non-judicial atmosphere rather than an adversary one, and allows the parties involved to participate.

An Academic Grievance Committee, composed of an equal number of faculty and student members, exists in each college (except the College of Medicine, which has established a separate procedure) for the general purpose of considering student academic grievances and making recommendations based on these considerations to the dean of the college in which the alleged grievance occurred.

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**Student Violations or Offenses Involving Alleged Academic Dishonesty**

Violations of academic codes, cheating and plagiarism will be handled initially by the instructor who will discuss the incident with the student. If the instructor decides that further action is warranted he will inform the student of the action that he is recommending to his department chairperson and the dean.

The instructor will file a confidential statement and recommendation through the department chairperson and with the dean of the college responsible for the course, and will provide the student with a copy of that statement.

The student, if dissatisfied with the instructor’s recommendation, may ask for a meeting with the instructor, the department chairperson, and the dean indicating his version of the incident.

The final disposition of all cases of academic dishonesty rests with the dean of the college responsible for the course. In reaching a decision, the dean may accept the instructor’s recommendation or, if not satisfied after reviewing the statement of the instructor and the student, may request meetings with the student, instructor, and department chairperson individually or jointly. The dean may also appoint a student-faculty committee for advice prior to rendering a decision in the case. The student may also request of the dean that such an advisory panel be formed.

If the issue remains open at the end of the quarter, the instructor is to give the student an “I” grade in the course until all issues are resolved. Once the dean has made a decision on the case, the student’s right of appeal is to the Vice President for Academic Affairs.

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**General Distribution Requirements**

All standard transfer A.A. degree holders (from in-state or out-of-state accredited institutions) will be considered as having met our General Distribution Requirements and 90 quarter hours of work will be transferred. The determination of the prerequisites for a given academic program will remain the prerogative of the college in which the student is majoring.

A wide distribution of academic areas should be a part of a formal university education. For that reason, the following distribution requirements must be satisfied over the four-year period by the completion of 60 quarter hours with at least 8 quarter hours in each of these five areas:

**Area I—English Composition**

Freshman English (ENG 098 or 101 and 102, 103)

**Area II—Fine Arts and Humanities**

American Studies (AMS), Ancient Studies (ANC), Art (ART), Classics* (CLS), Dance (DAN), English (ENG—Excluding 098-103), Humanities (HUM), Any foreign language (ARA, FRE, FOL, GER, GRE, HEB, ITA, LAT, POR, ROM, RUS, SPA)*, "Introduction to Linguistics" (LIN 301), "Language and Meaning" (LIN 212), Music (MUS), Philosophy (PHI—Excluding PHI 303), Religion (REL), Speech Communication (SPE), Theatre (TAR)

**Area III—Mathematics and Quantitative Methods**

"Business and Economic Statistics" (ECN 231, 331), Computer Service Courses (ESC), Mathematics (MTH), "Logic" (PHI 303), "Social Science Statistics" (SSI 301)

**Area IV—Natural Sciences**

Astronomy (AST), Biology (BIO), Botany (BOT), Chemistry (CHM), Geology (GLY), Microbiology (MIC), "Introduction to Oceanography" (MSC 311), Physics (PHY), Zoology (ZOO)

**Area V—Social and Behavioral Sciences**

Afro-American Studies (AFA), Aging Studies (AGE), Anthropology (ANT), Criminal Justice (CJP), "Contemporary Economics Problems" (ECN 100), "Educational Psychology" (EDF 377), Geography (GPY), History (HTY), Political Science (POL), Psychology (PSY), Sociology (SOC), Interdisciplinary Social Sciences (SSI—Excluding SSI 301), Women’s Studies (WSP)

Acceptable in the total of 60 quarter hours but not part of any of the five areas:

"The Teacher in a World of Work" (EDV 207); and "Use of the Library" (LLI 200).

Since each college may recommend specific courses for the satisfaction of each area, students should consult the distribution requirements as listed in each college section of the catalog.

* College of Engineering is unable to accept these courses as a part of its engineering accredited program.

† As defined in the Florida Statewide Articulation Agreement.

Note: Education majors must take courses in at least two different departments under Areas II and V.
Courses required for a student's major program** will not be counted in the total of 60 hours although areas of the general distribution requirements may be waived where appropriate.

No more than 12 hours in a single department may be counted toward distribution requirements for any area.

A student may appeal to the Coordinator of Advising in his or her college for exceptions to these courses prior to registration in such courses.

A student must check with his/her college to be sure he/she is meeting general distribution requirements and special certification or accreditation requirements where appropriate.

** Major Program

a. Specialization: Those courses required to give the student academic concentration and baccalaureate identification such as Mathematics, Accounting, Psychology, etc.

b. Supporting or Related: These courses may be prerequisites to the specialization courses, or they may support specialized courses by giving preparation or breadth to the area of specialization. These courses are often referred to as college or program core courses.

c. Program Electives: These are usually a broad band of courses offered by the college offering the major to further enrich the student in the general academic field of the major.

Freshman English Requirement in Freshman Year

All first-time-in-college students are required to take Freshman English in accordance with the following conditions:

1. First-time enrolled students (a) who do not intend to take the CLEP Freshman English Test or (b) who have been notified of failing CLEP prior to registration and who do not intend to attempt the examination a second time, must take ENG 101 the first quarter, ENG 102 the second quarter and ENG 103 the third quarter of their freshman year. If one of the courses is failed, that course must be repeated the very next quarter and the remaining courses attempted in immediately subsequent quarters.

2. First-time enrolled students (a) who have not taken CLEP prior to their arrival on campus or (b) who have failed but wish to repeat the test, must attempt CLEP during their first quarter on campus. During this quarter they should not enroll in ENG 101. If the examination is failed or not attempted during the student's first quarter, he must take ENG 101 during his second quarter and ENG 102 and 103 in the immediately subsequent quarters until the total requirement is fulfilled. In this case, he will complete the sequence by the first quarter of his sophomore year.

These policies do not apply to first-time enrolled students who can meet the Freshman English requirement with credit transferred from another institution.

Credit by Examination

A student who feels he has already acquired the basic content of a course on his approved schedule should inquire about credit-by-examination. Some exams are offered through the College Level Examination Program (CLEP) and others may be offered within departments. Interested students should obtain additional information from their advisers or the Office of Testing and Advanced Placement.

Graduation Requirements—Baccalaureate Degree

University Requirements

While each college sets specific requirements for graduation, the basic University requirements must be met by every student upon whom a degree is conferred. These basic requirements specify that a student obtain at least 180 quarter hours of credit with at least a "C" average for all University of South Florida courses attempted in order to be eligible for graduation. At least 60 of his quarter hours must be for upper division level work (courses numbered 300 or above).

Effective September 1, 1976, all students entering the University of South Florida with less than 90 quarter hours of credit shall be required to earn at least 15 quarter hours of credit prior to graduation by attendance at one or more summer quarters. The University may waive the application of this rule in cases of unusual hardship to the individual.

In addition to specific requirements of their major and College, candidates for Graduation must also satisfy the University General Distribution Requirements and be recommended for graduation by the dean of the college granting the degree.
Major Fields of Study

The University of South Florida offers curricula leading to the baccalaureate degree in the following fields. The degree is indicated in parenthesis after each college; the major code, after each major.

College of Arts and Letters: (B.A.)
- American Studies (AMS)
- Anthropology-Linguistics (ANL)
- Classics (Latin or Latin-Greek) (CLS)
- Classics and Foreign Language (CLF)
- English (ENG)
- English-Linguistics (ENL)
- Foreign Language-Linguistics (FLL)
- Foreign Languages (combination) (FOL)
- French (FRE)
- German (GER)
- Humanities (HUM)
- Italian (ITA)
- Liberal Studies (ALA)
- Mass Communications (COM)
- Philosophy (PHI)
- Religious Studies (REL)
- Russian (RUS)
- Spanish (SPA)
- Speech Communication (SPE)
- Speech Communication-English (ENS)
- Speech Communication-Theatre (STA)

College of Business Administration: (B.A.)
- Accounting (ACC)
- Economics (ECN)
- Finance (FIN)
- General Business Administration (GBA)
- Management (MAN)
- Marketing (MKT)

College of Education: (B.A.)
- Art Education (EDA)
- Botany Education (BOE)
- Business and Office Education (VBU)
- Chemistry Education (CHE)
- Classics Education (CLE)
- Distributive Education (VDE)
- Elementary-Early Childhood (EEC)
- Elementary Education (EDE)
- English Education (ENE)
- Exceptional Child Education
  - Emotional Disturbance (EMD)
  - Mental Retardation (MRD)
  - Specific Learning Disabilities (SLD)
- Foreign Language Education (FOE)
- Health Education (HEN)
- Humanities Education (HUE)
- Industrial-Technical Education (VIT)
- Mass Communications-English Education (MCE)
- Mathematics Education (MAE)
- Music Education (EDM)
- Physical Education (EDP)
- Physics Education (PHE)
- Science Education (SCC)
- Social Science Education (SSE)
- Speech Communication-English Education (SEE)
- Zoology Education (ZOE)

College of Engineering
- Engineering (EGU) (B.S.E.)
- Engineering Science (EGC) (B.S.E.S.)
- Engineering Technology (ETK) (B.E.T.)

College of Fine Arts: (B.A.)
- Art (ART)
- Dance (DAN)
- Music (MUS)
- Theatre (TAR)

College of Natural Sciences: (B.A., B.S.)
- Astronomy (AST)
- Biology (BIO)
- Botany (BOT)
- Chemistry (CHM) (B.A.)
- Chemistry (CHS) (B.S.)
- Clinical Chemistry (CHC)
- Geology (GLY)
- Mathematics (MTH)
- Medical Technology (MET)
- Microbiology (MIC)
- Natural Sciences Interdisciplinary (INS)
- Physics (PHY) (B.A.)
- Physics (PHS) (B.S.)
- Zoology (ZOO)

College of Nursing: (B.S.)
- Nursing (NUR)

College of Social and Behavioral Sciences: (B.A., B.S.W.)
- Afro-American Studies (AFS)
- Anthropology (ANT)
- Criminal Justice (CIP)
- Economics (ECN)
- Geography (GEO)
- History (HIS)
- International Studies (INT)
- Political Science (POL)
- Psychology (PSY)
- Social Sciences Interdisciplinary (SSI)
- Social Work (SOC)

External Degree Program: (B.I.S.)
- Bachelor of Independent Studies

Academic Residence

Candidates must be recommended for graduation by the dean of the college granting their degree and must have completed at least 45 hours of the last 90 hours of their undergraduate credit in on-campus courses. The approval of the dean of the college granting their degree must be secured for any transfer credits offered for any part of these last 90 hours.

Exceptions to the above rules are students who are enrolled at other universities on approved exchange programs, Cooperative Education students enrolled in other institutions (prior approval having been secured from their USF advisers) while on their training periods, and students taking correspondence work from the University of Florida.

Candidates at the graduate level should refer to the residency requirements on page 48.

Students' Choice of Catalog

In order to graduate from the University of South Florida, each student must meet all of the graduation requirements specified in
the USF catalog of his/her choice. The student may choose any USF catalog published during his/her continuous enrollment. Students who have transferred from one Florida public institution to another are affected by the following Board of Regents policy:

"Graduation requirements in effect at the receiving SUS institution at the time a student enrolls at a Florida public institution of higher learning shall apply to that student in the same manner that graduation requirements apply to its native students provided the student has had continuous enrollment as defined in the SUS institution's catalog." At the University of South Florida, continuous enrollment is defined as completing a minimum of two terms per year at USF, inclusive of receipt of grades for courses, through time of graduation. Therefore, students cannot choose a USF catalog published prior to or during an academic year in which they did not complete at least two terms.

Each catalog is considered to be published during the academic year printed on the title page. If the student cannot meet all of the graduation requirements specified in the catalog of his/her choice due to decisions and changes by the University in policy matters, course offerings, etc., appropriate substitutions will be determined by the chairperson of the department or program of the student's major.

University policies are subject to change and apply to all students regardless of their choice of catalog. If the student's graduation requirements are affected by changes in University policies, appropriate arrangements will be made to preclude penalization of the student.

Repeat Course Work

The hours for a course which has been repeated may be counted only once toward the minimum 180 quarter hours of credit required for graduation.

Double Undergraduate Major

Students may elect to graduate with two majors. In that event, they must apply independently to each college and be assigned an adviser in each discipline. The student must meet all requirements of each major separately and must be certified for graduation by the appropriate dean(s).

Second Undergraduate Major

A student who wishes to work for a second major, after receipt of a baccalaureate degree, must apply through the Office of Admissions and meet the major requirements as determined by the college. (Exceptions to this rule are students who had been previously accepted for a "Double Undergraduate Major" but graduate with only one major.) After acceptance by the appropriate college and proof of completion, the student's "permanent academic record" will be posted accordingly.*

Second Baccalaureate Degree (Transfer Students)

A student already graduated from an accredited four-year institution must earn a minimum of 45 quarter hours of on-campus undergraduate courses to apply toward his second baccalaureate degree. Students must also meet the requirements of the college awarding the degree and the residency requirements.

B.A. Degree for Medical and Dental Students

Students who are admitted to a medical or dental school after completing their junior year at USF may be awarded the B.A. degree in Interdisciplinary Natural Sciences from the College of Natural Sciences. (See College of Natural Sciences on page 103.)

Application for Graduation

To be considered for graduation, a student must submit an "Application for Degree" to the Office of Records & Registration within the first 15 class days of the term in which he expects to graduate. The application form is available in the Office of Records & Registration. (Inquiries regarding approval or denial should be made to the colleges.) A student applying for a second undergraduate major must do so within the same deadline set for applying for a degree.

Honors at Graduation

Any baccalaureate candidate whose overall grade point average at USF is 3.5 or higher shall be considered for honors. In addition, transfer students to be eligible for honors must have a grade point average of 3.5 or higher when combined with all work attempted at other institutions.

Candidates with a GPA of 3.5 but below 3.71 shall receive a diploma designation of "cum laude." Candidates with a GPA of 3.71 but below 3.90 shall receive a diploma designation of "magna cum laude." Candidates with a GPA of 3.90 or above shall receive a diploma designation of "summa cum laude."

Each Dean has the option to select on the basis of academic performance 1% of the college's graduates or 1 student per quarter for graduation "with distinction."

Commencement

Commencement ceremonies at USF are held once a year in June, following the end of the Spring quarter. All students who have graduated the previous Summer, Fall, and Winter quarters and candidates for degrees for the Spring quarter are eligible to participate. Information for those eligible will be mailed to them during the Spring quarter. If information has not been received by early May, the student should contact the Office of Records & Registration. Undergraduate students who anticipate graduating the subsequent Summer quarter may participate but must contact the Office of Records & Registration for information.

*Note that those students who complete the requirements for a second major must be aware that they will not receive a second degree.
Graduation Requirements—Graduate Programs

For complete discussion of graduate programs and academic policies and procedures, students should refer to the section on "Division of Graduate Studies."

Certification Requirements—Associate of Arts

Upon the student’s successful completion of the minimum requirements for the Associate of Arts, an appropriate certificate will be presented.

To receive the Associate of Arts, a student must complete 90 quarter hours of University credit; the last 30 hours must be completed in residence at the University of South Florida; the minimum grade point average must be 2.0 based on work attempted at USF; and the General Distribution requirements of the University must be satisfied. Physical Education and Military Science credits do not count toward the A.A. Certificate.

Application for the Associate of Arts certificate is obtained from the Division of University Studies prior to the application deadline. The certification must be awarded prior to the student’s accumulation of 135 credit hours. Detailed instructions to determine the student’s eligibility to receive the A.A. certificate are included with the application form.

The awarding of the Associate of Arts certificate does not alter the calculation of the grade point average. Certification for the A.A. in no way affects what the individual colleges required for the completion of the major for a bachelor’s degree.

Limited Access Student Records

The following student records are open for inspection only by the student, or parents of dependent students as defined by the Internal Revenue Service, and such members of the professional staff of the institution as have responsibility for working with the student or with the student’s records.

1. Student Health and Medical Records
2. Student Disciplinary Records
3. Records of Student Personal Non-Academic Counseling
4. Required Student Financial Income Records
5. Student Permanent Academic Records (from which transcripts are made)
6. Student Placement Records

Except as required for use by the president in the discharge of his official responsibilities, the custodians of limited access records may release information from such records only upon authorization, in writing, from the student, or upon order of a court of competent jurisdiction.
Release of Student Information

Pursuant to requirements of the Family Educational Rights and Privacy Act (the "Buckley Amendment"), the following types of information, designated by law as "directory information," may be released via official media of the University of South Florida (according to USF policy):

Student name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended.

The University Directory, published annually by the University, contains only the following information, however: Student name, local and permanent address, telephone listing, classification, and major field of study. The Directory and other listings of "directory information" are circulated in the course of University business and, therefore, are accessible to members of the public, as well as to other students and members of the faculty and staff. NOTE: General release of the aforementioned types of "directory information" is accomplished pursuant to USF policy. USF policy prohibits use of such information for commercial purposes.

Students must inform the USF Office of Records and Registration, in writing (on forms available for that purpose), if they refuse to permit the University to release "directory information" about them without specific prior consent. Notification to the University of refusal to permit the release of "directory information" will result in the University's refusing to release any of this information to anyone except as provided by law. Such a decision may result in a student's name not appearing in lists of honor students, candidates for graduation, athletic programs, news releases and the like. Therefore, students are encouraged to give this matter careful consideration before making the decision. Once made, the decision will remain in effect forever—or until notification is received by the Office of Records and Registration, in writing, to the contrary.

Notification to the University of refusal to permit release of "directory information" via the University Directory must be received no later than the end of the second week of classes in the Fall Quarter (Friday, October 7, 1977).

Special Academic Programs

USF/HCC Cross Enrollment

Some undergraduate students may find it advantageous to cross enroll at Hillsborough Community College while attending USF. Procedures have been developed to permit USF students to register on the USF campus during USF's early registration periods for HCC courses. The grade point average earned at HCC will not transfer to USF. However, credit for the courses taken will apply toward graduation, if prior approval was received from the student's USF adviser.

Those USF students desirous of cross enrolling at HCC must contact their USF adviser for detailed registration procedures and course approval.

HCC students may cross enroll at USF under similar procedures but must contact their HCC advisor for additional information and course approval.

Bachelor of Independent Studies

External Degree Program

The Bachelor of Independent Studies (BIS) Program is an adult oriented, external degree program for individuals whose life styles preclude attendance at regular classes. The BIS student proceeds at his own pace, and for the most part, in his own setting. The exception is the seminars which require periodic, short-term residence.

The curriculum consists of interdisciplinary studies which are divided into four areas: the Humanities, Natural Sciences, Social Sciences and Inter-area Studies.

The student approaches the first three areas of study via guided independent study and a seminar. Directed reading or independent study requirements represent long term involvement as compared with the short term duration of a seminar. The first three study areas are in free standing order. The student is encouraged to start in his area of strength.

Studying in absentia and usually on a part time basis, the student engaged in independent study relates with a faculty advisor who furnishes directions regarding reading assignments, methods of reporting, and other study projects. The student demonstrates that he has attained the level of proficiency required for completion of independent study in a particular area through the satisfactory completion of an area comprehensive examination. The exam may be taken on or off campus.

When certified as eligible for a seminar, the student is invited to attend a three week seminar in conjunction with each of the first three study areas (Humanities, Natural Sciences, and Social Sciences). Seminar residence requirements, in other words, add up to a total of nine weeks of periodic residence on the USF campus. Each seminar represents a period of intensive residential learning under the direction of a team of faculty members.

The fourth area of study, or inter-area studies, represents an opportunity to integrate the various insights gained from the first three study areas. Fourth area study is essentially a thesis-oriented experience.

Applicants must qualify for admission to the University of South Florida and for admission to the External Degree Program. The USF Director of Admissions rules on the admission of an applicant to the University. The BIS Committee rules on admission of an applicant to the BIS Program.

Fees for the BIS Degree Program are as follows:

<table>
<thead>
<tr>
<th>Application Fee</th>
<th>$15.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Enrollment Procedures</td>
<td>$60.00</td>
</tr>
<tr>
<td>1st Study Area Independent Study</td>
<td>$300.00</td>
</tr>
<tr>
<td>Seminar</td>
<td>$300.00</td>
</tr>
<tr>
<td>2nd Study Area Independent Study</td>
<td>$300.00</td>
</tr>
<tr>
<td>Seminar</td>
<td>$300.00</td>
</tr>
<tr>
<td>3rd Study Area Independent Study</td>
<td>$300.00</td>
</tr>
<tr>
<td>Seminar</td>
<td>$300.00</td>
</tr>
<tr>
<td>Fourth or Inter-area Studies</td>
<td>$650.00</td>
</tr>
<tr>
<td>TOTAL*</td>
<td>$2525.00</td>
</tr>
</tbody>
</table>

* Please note that the fees listed do not include such additional expenses as books, travel, and living expenses during seminars.

* Please note that the fees listed do not include such additional expenses as books, travel, and living expenses during seminars.
time reading, life or work experience, or a combination of these. More specifically, applicants who can demonstrate sufficient competence may waive up to a maximum of two areas of guided independent study. Applications for waiver are processed following completion of the pre-enrollment procedures. Those who take an area comprehensive exam for waiver will be assessed a fee of $75.00. Applicants who have sufficient competence in some but not all of the disciplines in a study area receive advanced placement or an abbreviated reading program based on the individual's background and needs. The concept of advanced placement is implemented by the study area adviser following the student's enrollment. The BIS Program is academically responsible to the Vice President for Academic Affairs through the BIS Committee. Brochures are available on request. For further information, write: Director, BIS Program, University of South Florida, Tampa, Florida 33620.

Your Open University (Y.O.U.)

Y.O.U. is a University program by which individuals, regardless of previous educational background, can earn credit through the use of television, radio, and other educational media in their own home. This innovative method for learning is designed to bring the maximum convenience to students and provide learning opportunities for those unable to attend the University under normal circumstances.

Y.O.U. courses are broadcast over WUSF-FM-TV in the afternoons and evenings. Each lesson is repeated. Most cable television systems in this area carry Y.O.U. programs.

Y.O.U. credit courses are considered the same as other courses offered on campus and fees are the same.

Course offerings are published quarterly. For further information, interested persons should contact the Y.O.U. administrative office of the University.

College-Level Examination Program (CLEP) and College Placement Tests (CPT)

The University grants credit for Distribution Requirements and for a number of specific courses through CLEP General Examinations, CLEP Subject Examinations and College Placement Tests. Performance levels necessary to achieve credit are established at a common level for all universities in the State system. Generally the performance levels are based on the average score of students who have already taken the courses. Detailed information concerning the procedures for application and rules governing the programs are available in the Office of Testing and Advanced Placement.

Advanced Placement Credit Program

The University of South Florida participates in the Advanced Placement Program conducted by the College Entrance Examination Board.

Participation in this advanced placement program does not affect the University's regulations concerning waiver, credit by examination, independent study, or other provisions for the advanced placement of qualified students. For additional information, contact the Office of Testing and Advanced Placement.

Independent Study

Graduate or undergraduate students wishing to take a course by independent study must contact the instructor of the course for permission. The instructor specifies the requirements to be completed by the student including tests, periodic class attendance, term papers, etc.

Not all courses in the University can be taken by independent study. The respective colleges have jurisdiction in the determination of which courses may be taken in this manner. The regular grading system applies to all independent study students. Grades earned by independent study have the same status as those acquired through regular class attendance. Students taking a course by independent study must register for the specific course section in the regular manner.

New College of USF

New College, an honors-type educational program on the Sarasota Campus offers students the opportunity to work in traditional liberal arts areas within an innovative curricular structure.

Students create their own term-by-term educational contracts, with the help of faculty sponsors, permitting a maximum amount of self-direction and independent study work. New College students have the option of completing their work for the Bachelor's degree in three years.

A residential college with its own admissions and graduation requirements and its own faculty, New College is partially supported by funds from the private New College Foundation. (See full description of New College of USF on page 115.)

Army ROTC (Reserve Officer Training Corps)

Under the terms of an agreement between the University of Tampa and University of South Florida, male and female USF students may participate in the Army ROTC program. Participants who successfully complete the ROTC program are commissioned Second Lieutenants (Regular or Reserve) in the United States Army.

Features of the program include scholarship opportunities, a veterans' program, and a abbreviated curriculum for transfer students or others who did not participate in Basic (Freshman and Sophomore) ROTC. A special summer program is also available on the Tampa campus.

Enrollment is open to qualified students at all levels, including graduate students.

Military Science course offerings are available on both the St. Petersburg and Tampa campuses. Offerings are published quarterly. Interested students should contact the Army ROTC Campus Coordinator for enrollment information.

Marine Officer Program

Qualified students may apply for an officer program leading to a commission as a Second Lieutenant in the United States Marine Corps. Commissions are offered in both ground and aviation components. The Platoon Leaders Course (PLC) is offered to freshmen, sophomores and juniors who attend precommissioning training during the summer. Financial Assistance and Flight Indoc trination Programs are available. Qualified seniors attend 12 weeks of training in the Officer Candidate Course (OCC) after graduation. For details, contact the placement office or the Marine Officer Selection Officer when he is on campus.

University of Florida Correspondence Courses

The University of Florida has been designated as the only institution in the State University System to offer correspondence courses. Therefore, the University of South Florida will consider such courses as resident credit, however grades earned are not transferable. Exception: Grades for University of Florida correspondence courses taken by Cooperative Education students will be computed in their University of South Florida grade point average.
phasis is placed upon quality classes for professional advancement, personal improvement, and cultural enrichment.

Registration in these classes is open to all adults with a desire for knowledge and interest in the subject matter.

Special Student Enrollment

Individuals wishing to register for courses but not working for a degree may enroll as "Special" students. For detailed information, refer to page 13.

Cooperative Education

The University of South Florida participates in a Cooperative Education Program in which students can combine their formal education with an occupational experience. For description of the program, refer to page 22.

Special Student—Dual Enrollment

Dual enrollment in USF classes is open to academically qualified students currently enrolled in high school. For detailed information, refer to page 13.

Early Admission

Early admission is open to qualified high school students who wish to enter the University of South Florida as regularly enrolled students prior to high school graduation. For detailed information refer to page 11.

Upward Bound

Upward Bound is a pre-college program for students from low-income families who have academic potential, but who have inadequate secondary school preparation or have not achieved success in school.

Its purposes are to assist these students in developing goals and academic skills, and to provide the motivation necessary to obtain entrance and achieve success in a college or post-secondary program.

To qualify, the applicant must meet the following criteria:
1. Family income must meet established federal guidelines.
2. Student must have completed the 9th grade and be presently enrolled in the 10th, 11th, 12th grade in a high school.
3. Student should have approximate grade point average of C.

Applications should be forwarded to Director, Project Upward Bound, University of South Florida.

Off-Campus Term Program

The Off-Campus Term (OCT) Program offers a program of experience-study whereby all students are encouraged to spend at least one quarter engaged in individual educational pursuits away from the University campus. Students are offered a wide variety of opportunities for self-designed and self-implemented experience for academic credit. For example, students may become involved in social action projects, international travel or study, independent research-study, work, or internship projects, and many other personalized projects—all off campus and all for academic credit.

While most student activities are individually designed and implemented, the OCT Program also provides for some group projects. Foremost of these are four to six credit hour, faculty-led, short term group projects in Jamaica several times annually.
and Urban Survival projects for 12 to 16 hours credit in New York City or any other urban area. The latter projects involve intense urban interaction and living in an inner-city hotel at most favorable student rates.

Academic credit is earned by students while engaged in off-campus activities through the OCT Program. The number of hours of credit varies according to student interest and proposed activities. Students may enroll in a variety of projects and pay fees for variable hours of credit from 1 to 15 in a term. Academic credit activities are designed around the basic off-campus experiences for the most part and projects resulting in academic credit are designed by the student and supervised by OCT or other appropriate faculty. Credits may be earned which apply towards general education and elective requirements. Credit may also be earned in the major field of study in many cases.

The OCT Program has a variety of course projects designed specifically for implementation entirely off-campus using the community and its people as the learning resource. Examples of such offerings are 3-5 hour projects each in (1) environmental interactions and (2) inter-cultural interactions, 4-hour project in international interactions, 3-hour projects in volunteer, community service activities, and others. These courses are the foundation of each student's academic plan, supplemented with a project in the major field of study in many cases.

Students may participate in the OCT Program anytime beginning with the freshman year through the final quarter prior to graduation. Good standing in the University and a 2.0 grade average is required for acceptance into the Program. The OCT Program operates throughout the entire year and students are urged to plan their off-campus experiences during the fall through spring quarters to avoid the traditional rush common to the summer term. Early action is urged since quotas are placed on the number of participants accepted each term.

Elective Physical Education

This program provides the student with opportunities for identifying, developing and assessing various forms of vigorous movement which can contribute to his educational experience and personal growth.

Courses include well-known sports as well as individual assessment activities and special courses to prepare the interested student with skills and techniques applicable for conducting or directing community activities related to sport and movement.

All Elective Physical Education (PEB) courses are graded S/U.

Exchange Programs

National Student Exchange

The University is affiliated with the National Student Exchange (NSE) which permits undergraduate students to study for up to one year in another public university as part of their program at the University of South Florida. These exchanges can occur only at universities which are part of the National Student Exchange.

In addition to the University of South Florida, other universities participating in this program are Bowling Green State University (Ohio), California State College at Bakersfield, Illinois State University, Jackson State University (Miss.), Morgan State University (Md.), Montana State University, Moorhead State University (Minn.), Oregon State University, Rutgers University, South Dakota State University, West Chester State College (Pa.), William Paterson College of New Jersey and the Universities of Alabama, Delaware, Hawaii (Hilo and Manoa), Idaho, Maine (Fl. Kent and Portland-Gorham), Massachusetts, Montana, Nevada (Reno and Las Vagas), North Colorado, North Dakota, and Oregon. The number of participating schools increases each year so this list must not be considered complete. An up-dated listing is maintained by the NSE Office.

Under the National Student Exchange program, University of South Florida students apply for exchange status at their home campus. To qualify, students must be in their sophomore or junior year while at the exchange school, and have a 2.5 grade point average. They pay in-state fees at the host campus and the credits and grades transfer back to the University of South Florida upon completion of the exchange.

Application deadlines for September exchange is March 1 annually. Thereafter, no applications for exchange are processed until September for mid-year exchanges if such are possible. Students are urged to apply early as there are quotas established for participation in the NSE Program. The NSE Program is coordinated by the Off-Campus Term Program. The OCT Program maintains a library of materials about the program and the member institutions involved in the NSE Program. Interested students should contact the Director of the Off-Campus Term Program for information and application.

University of Maine Exchange Program

The College of Education operates a student exchange program with the University of Maine, Farmington. This program provides opportunities for sophomores, juniors and seniors to exchange residence at both campuses. The student exchange provides a waiver of out-of-state tuition. University credit earned is applicable towards graduation. Students desiring further information should contact the coordinator of student activities in the College of Education.

Study Abroad Programs

USF students are eligible, if they meet the specific academic requirements, for enrollment in a wide variety of study abroad programs sponsored by the Florida State University System as well as by certain other U.S. colleges and universities, national educational organizations, and foreign institutions of higher learning.

Programs of the Florida State University Systems are listed below.

Administered by the University of Florida; year abroad program at the University of Utrecht in the Netherlands; year abroad program, University of the Andes, Bogota, Colombia.

Administered by the Florida State University; two quarter and academic year programs at study centers in Florence, Italy, and London, England; summer program in Belgrade, Yugoslavia.

Administered by the Department of Foreign Languages, University of South Florida: one or more quarters each academic year at the National University of Mexico, Mexico City.

Through USF's institutional membership in the Institute of International Education, the Council on International Educational Exchange, and the American Association of State Colleges and Universities, students may participate in study abroad programs in France, Spain, Italy, Mexico, Canada, and other countries.

Students who prefer independent study abroad, rather than the formal institutional programs, may do so through the Off-Campus Term. The Off-Campus Term also offers an intersession program in Jamaica which is conducted one or two times each calendar year.

The programs described in this section are approved exchange programs and will be considered toward on-campus credits. Students who plan to participate in study abroad programs should consult their departmental advisers well in advance to de-
termine whether the course of study they plan to pursue will be acceptable for meeting other degree requirements.

Information about these and other programs, as well as advising on study abroad, may be obtained from the Overseas Information Center in the College of Social and Behavioral Sciences.

**Florida College Exchange Program**

Through an exchange agreement, students of the University of South Florida, with the approval of their advisers, may elect courses in Greek, Hebrew, Bible, or religious education at nearby Florida College. Credit for acceptable work may be transferred to the University and counted as elective credit toward graduation. Students from Florida College have a similar transfer arrangement.

Costs for students under these dual enrollment plans are based on credit hours of work taken, and payment is made to the appropriate institution in accordance with its per-hour fee rate.

**Traveling Scholar Program**

The University System of the State of Florida has a Traveling Scholar program which will enable a graduate student to take advantage of special resources available on another campus but not available on his or her own campus; special course offerings, research opportunities, unique laboratories, and library collections. For procedures and conditions, refer to page 44.

**Academic Support and Services**

**University Library**

It is important that a library take into account not only the books on its shelves but also the people it serves. This point of view is central in the philosophy of the University of South Florida Library. The Library staff wants students to regard books as a way of life and use the Library regularly. One of the reasons for providing a library collection is to encourage students to buy, read and discuss books. The University expects students to become familiar with the University Library book collection, to master the techniques of using it, and—before graduation—to achieve a familiarity with books which will carry over into later life.

The new University Library building was completed in March, 1975; the seven floor building is the largest budgeted non-medical academic facility in Florida. This centrally located building, with its open stacks, adjoining study areas and many individual carrels, has been designed to facilitate study, research and reading. When fully occupied, it will provide space for 2,500 readers and will ultimately accommodate over 800,000 volumes.

The present library collection consists of about 500,000 volumes and is constantly growing in order to serve the University community's need for materials for instruction and research, as well as for personal knowledge and cultural advancement. All academic areas are served, with the exception of the College of Medicine which has its own library.

The card catalog and reference collection are located on the first floor. Reference service is provided at the Reference and Information desks. To assist students in learning about the resources of the Library, the Reference staff offers a two-credit course, *Use of the Library, LLI 200*. The staff also gives orientation lectures on library use and provides individual assistance to students in search strategy and bibliographic form. A descriptive guide to the Library and its services is also available.

Circulating books are located on the third through fifth floors. Patrons may check out books at the Circulation desk, first floor, before exiting through the new library security system in the lobby.

The U.S. Documents collection is on the basement level. The Library is a depository for U.S. Government publications and also receives the microprint edition of the United Nations documents and official records. The Document staff is available to assist in using these materials.

The Reserve Department, containing books and articles "re-
Division of Sponsored Research

Research is an important aspect of the educational programs of the University of South Florida. Faculty members are encouraged to pursue research activities, and many students participate in research and training projects supported by funds awarded to the University by public and private granting agencies. Research is integrated with the instructional program.

The Division of Sponsored Research is the central coordinating unit for research and other sponsored educational activities on the campus. It provides information about granting agencies and serves as a consultation center for faculty who desire help in drafting research proposals. All proposals seeking outside support are transmitted by this office.

Although the Division of Sponsored Research operates primarily for the benefit of the faculty, students who have an appropriate interest in research are welcome to visit the office.

From its beginning, USF faculty and staff have been active in the search for new knowledge and actively concerned about the world in which they live. Supported by private and public grants, they have pushed back the frontiers of current knowledge and applied their findings to the solutions of pressing contemporary problems. Since 1960, they have attracted over 1,400 grants, totaling more than $48 million, and have generated over 10,000 separate scholarly and creative contributions to human knowledge and understanding. Many of these projects were basic research; others involved the practical application of new knowledge to improve the quality of life in this area; still other projects made the special training and knowledge of USF faculty and staff available to elected political leaders, organizations working for social betterment, religious and educational institutions and businesses large and small.

But such "academic" involvement in community affairs pays dividends to the university, too. When scientists or social scientists or experts in marketing or business administration share their specialized knowledge in resolving community problems or questions, they become better teachers themselves.

The Division of Educational Resources

The Division of Educational Resources offers the following services for USF faculty, staff and students:

Audio-Visual Services—provides equipment and instructional material for classroom use, University events and other functions. Such equipment includes public address systems, tape recorders, and projectors of all kinds. Various types of audio-visual equipment may also be rented.

The Film Library houses over 3,000 films which are available at no charge for utilization in scheduled USF courses, for rental to external agencies or non-academic internal utilization, and for preview in the films facility located on the Tampa campus. The collection contains USF-produced films available for purchase. Research and reference of other than USF owned films is available, as well as a catalog of films upon request.

The Instructional Materials Center (IMC) is a resource center for instructional materials and non-book media. Non-print materials for use of all students are available, as well as printed material for K-12. A Production Room provides graphics and photography facilities, duplicating equipment and a laminator to all USF personnel.

The Learning Lab provides study aids using assorted audio-visual media to USF students. Faculty members may convert portions of their classroom teaching to media for use in the Lab. This facility is available on certain evenings each week for evening students as well as the scheduled daytime classroom hours.

Production Services—Graphics, Photography, and Cinematography services for use in the classroom as well as the overall University program are available.

WUSF-TV (Channel 16) is a public, non-commercial UHF television station serving the University and the communities of the nine surrounding counties. It is an affiliate of the Public Broadcasting Service.

WUSF-FM (89.7 mhz) is a stereo, public radio station serving the University and surrounding communities within a 17-county area. It is an affiliate of National Public Radio.

IDs—All identification cards for students, faculty and staff are produced in this area. ID service is available throughout registration and the first week of classes in each quarter. During the balance of the quarter, IDs are made on Monday and Friday from 2:00-3:00 p.m. and on Thursday from 9:00-10:00 a.m. for students. Faculty and staff ID cards are made on Wednesday from 1:00-3:00 p.m. and on Thursday from 9:00-10:00 a.m. There is no charge for the original ID nor to replace a damaged ID providing the damaged card is presented. All other replacements are charged for at the rate of $5.00 for each replacement.

Y.O.U. (Your Open University) provides opportunities for everyone regardless of previous education to earn college credit with courses offered through media, including television and radio (WUSF-FM and/or WUSF-TV). Courses are approved by the Department of Education for teacher certification or recertification. Course offerings are announced prior to each academic quarter. (For more detailed information, see page 38.)

Computer Research Center

The University is the host institution for a large scale digital computer facility which provides administrative, instructional and research computing support for the University of South Florida and for Florida Technological University at Orlando. This combined operation has been designated as the Central Florida Regional Data Center within the State University System.

The Computer Research Center makes computing services available to users through its Office of Services, which establishes the required user project identifications, through Instruction and Research consultants, and, in the data systems area, through project teams consisting of systems analysts and programmers. The staff also includes keypunch and computer operators and systems (software) technical specialists. The Center operates as a service facility, is centrally funded, and makes no charge for normal consulting and processing services.

Computing equipment includes an IBM 360/75 system, a plotter, remote batch job entry stations and other on-line keyboard terminals at various locations, in addition to tape and disk storage units at the central site. Remote access units are located at the St. Petersburg campus. The Center maintains keypunch, sorter and electronic calculators in "open use" areas to enable students and faculty to prepare and check their programs and data. These areas are accessible in general on a 24-hour basis each day.
DIVISION OF GRADUATE STUDIES

The Division of Graduate Studies is administered by a Director who coordinates the admission of graduate students to the University, advises on the budgetary request and internal allocation of state funds for the support of graduate training, administers graduate scholarships and fellowships, allocates graduate out-of-state waivers, and certifies final approval of all graduate theses and dissertations.

Admission to Graduate Study

Graduate students are advised to apply early as the University accepts applications one year in advance. Applications for which all credentials are not received by the deadline (see academic calendar, pages 4-5) will not be considered for that term. Some departments have different, earlier deadlines than those listed on pages 4-5. Students should check the requirements for the specific programs in which they are interested. A $15.00 non-refundable application fee must accompany the application unless the student has been previously enrolled and paid the fee at the University.

Students who seek admission as first-time or transfer graduate students to a master's or doctoral degree program in the State University System shall be required to meet minimal systemwide requirements. Universities may follow more restrictive admission policies if they so desire.

In order to be admitted, a first-time graduate student or one transferring from a graduate program at another university must have a bachelor's degree or equivalent from an accredited university and meet at least one of the following criteria:

1. He/she shall have earned a "B" average or better in all work attempted while registered as an upper division student working for a baccalaureate degree, or
2. He/she shall have a total Quantitative-Verbal Graduate Record Examination score of 1000 or higher or an equivalent score on an equivalent measure approved by the Board of Regents, or
3. He/she shall have earned a graduate degree from an accredited institution.

Applicants for the College of Business Administration (except Economics) are evaluated based on a combination of indicators, namely the GMAT (Graduate Management Admission Test) and the upper division GPA prior to graduate admission. For the M.B.A. and M.S. in Management, the applicant must score at least 1000 points based on the formula: 200 times the upper division GPA plus the GMAT score. For the Master of Accountancy, applicants must submit a score of 475 or higher on the GMAT and at least a "B" average (3.0) in all work attempted while registered as an upper division student working for a baccalaureate degree.

Test scores are required of all applicants, even though admission may be based on undergraduate grades. The GRE is given six times a year at a multitude of centers in the U.S. and in many foreign countries. Candidates must register for the examination at least four weeks in advance of the test date and should allow six weeks for the receipt of their test scores. Care should be taken not to exceed 18 hours as a Special student because of the limitation of applying hours taken as a Special student to a degree program.

Acceptance by the college and the program for which the student is applying includes satisfaction of any additional requirements listed by the specific program.

In admitting students for a given academic year, up to 10 percent of the graduate students admitted for that academic year may be admitted as exceptions to the above criteria. Students admitted as exceptions need not meet any of the criteria listed above but should meet other criteria devised by the university, such as excellent letters of recommendation from trusted colleagues or satisfactory performance in a specified number of graduate courses taken as post-bachelor students or practical professional experience in the discipline for a specified period of time.

A student's acceptance to graduate standing is granted for the quarter and for the particular program specified in the official acceptance notification. In the event that a student wishes to change the date of entrance, he/she must notify the Office of Admissions of his/her intentions to do so. Failure to enroll during the specified quarter without notifying the Admissions Office will result in the cancellation of the admission and will necessitate re-application.

A graduate student enrolled for work in a program who wishes to change to another program must make formal application through the Office of Records and Registration.

If, on completion of one graduate degree, a student wishes to begin work on another advanced degree at USF, he/she must reapply at the Office of Admissions.

Procedure for Applying

1. Applicants must submit application and fee prior to the deadline.
2. Two official transcripts from every institution of higher learning attended must be submitted directly to the Office of Admissions.
3. a. Admissions test results are required from every applicant. These must be sent directly to Graduate Admissions Office from the testing agency.
   (1) Graduate Record Examination Aptitude Test. All applicants except those applying to Business Administration (see below), must submit scores from the GRE aptitude test taken within 5 years preceding application.
   (2) Graduate Management Admission Test (GMAT). All applicants to Business Administration, except those applying to Economics, must submit scores from the GMAT. Those applying to Economics must submit scores from the GRE aptitude test (see above).

   b. Postponement of Admission Test: If applicant has a grade point average of 3.0 or better in his last two years of undergraduate work but has not taken the GRE or GMAT, he/she may be admitted as a degree-seeking student subject to receipt of satisfactory admissions test scores. Required test scores must be received before a second registration will be permitted.
International Students

International students requesting an application will be sent preliminary information forms. Upon receipt of these forms, the Admissions Office will review the provided information and determine whether the student meets the minimum requirements for admission to USF in his/her major field.

If minimum requirements are not met for admission, the applicant will be advised of this by the Admissions Office, and the application process will be terminated at that point. If the student does meet the minimum admission requirements, the Admissions Office will forward a formal application with additional instructions and information. A complete admission application should be received by USF at least 6 months prior to the desired entering date, together with the non-refundable $15.00 application fee. Submission of a formal application does not automatically guarantee admission. Priority in admissions will be given to those applicants whose potential indicates the greatest likelihood of success in the program requested.

For all International students the following items are required as part of the formal application and must be received in the Admissions Office before any decision will be made:

- a. Completed application.
- b. A $15.00 non-refundable fee must accompany the application unless the student has been previously enrolled as a degree-seeking student and paid the fee at the University.
- c. Letters of Recommendation:
  1. One letter from the last institution attended to the Director of Admissions.
  2. Three letters of recommendation sent directly to the program to which the student applied, attesting academic performance and capability.
- d. A certificate of financial ability. All international applicants must furnish proof of financial resources sufficient to cover travel to and from the United States, tuition, fees, room and board, and other expenses for the full academic year.
- e. All applicants whose native language is not English are required to submit scores from the Test of English as a Foreign Language (TOEFL). A minimum score of 550 will be required for all colleges and programs. Applicants are responsible for making arrangements with the Office of Educational Testing Service to take that examination and to have their scores sent directly from Educational Testing Service to the Office of Admissions.
- f. GRE/GMAT Test Scores:
  All applicants to the graduate school (except those applying to the College of Business Administration) must submit scores on the Graduate Record Examination (GRE). Graduate applicants to the College of Business Administration (with the exception of Economics) must submit scores from the Graduate Management Admission Test (GMAT). Applications for Economics must submit scores from the GRE.
- g. Application and information for the required tests may be obtained from the addresses listed below.
  1. For information and to obtain an application for the Graduate Record Examination:
     Graduate Record Examination
     Educational Testing Service
     Box 955
     Princeton, New Jersey 08540, U.S.A.
  2. For information and to obtain an application for the Test of English as a Foreign Language:
     Test of English as a Foreign Language
     Educational Testing Service
     Box 899
     Princeton, New Jersey 08540, U.S.A.
  3. For information and to obtain an application for the Graduate Management Admission Test:
     Graduate Management Admission Test
     Educational Testing Service
     Box 966
     Princeton, New Jersey 08540, U.S.A.
- h. International applicants must request all schools attended to submit directly to the Office of Admissions, University of South Florida, transcripts of all work attempted. Transcripts in a language other than English must be accompanied by a certified English translation signed and sealed by the U.S. Consul or other authorized government official. Applicants must submit certificates, diplomas or other supporting documents, transcripts showing subjects and grades from the first year of university work to the time of application. Documents submitted will not be returned to the applicant or forwarded to another institution. Applicants are expected to familiarize themselves with program admission requirements prior to applying.

Special Students

Students who are qualified to enroll in specific graduate courses but who do not intend to work toward a graduate degree may enroll as Special Students. Special Students may enter classes on a space available basis during the first week of each quarter by obtaining consent of the course instructor. Special Students must meet all stated prerequisites of courses in which they wish to enroll. Certain classes are available only to degree seeking majors and may not be available for Special Students. No more than 18 hours of credit earned as a Special Student may be applied to satisfy graduate degree requirements. Any application of such credit must be approved by the degree granting college and must be appropriate to the program.

Those interested in enrolling as Special Students are urged to contact the Coordinator of Graduate Studies in the College offering the courses concerned for a description of requirements and procedures.

The Traveling Scholar Program

The University System of the State of Florida has a Traveling Scholar program which will enable a graduate student to take advantage of special resources available on another campus but not available on his own campus.

Procedure

A Traveling Scholar is a graduate student, who, by mutual agreement of the appropriate academic authorities in both the
sponsoring and hosting institutions, receives a waiver of admission requirements and the application fee of the host institution and a guarantee of acceptance of earned credits by the sponsoring institution.

A Traveling Scholar must be recommended by his own graduate adviser, who will initiate a visiting arrangement with the appropriate faculty member at the host institution.

After agreement by the Director of Graduate Studies at the University of South Florida and the student’s adviser and the faculty member at the host institution, Deans at the other institution will be fully informed by the adviser and have authority to approve or disapprove the academic arrangement.

The student registers at the host institution and pays tuition and registration fees according to fee schedules established at that institution.

**Conditions**

Each university retains its full right to accept or reject any student who wishes to study under its auspices.

Traveling Scholars will normally be limited to one Quarter on the campus of the host university and are not entitled to displacement allowance, mileage, or per diem payments. The sponsoring institution, however, may, at its own option, contribute to the financial support of the Traveling Scholar in the form of fellowships or graduate assistantships.

### Graduate Assistantships and Fellowships

1. To be eligible to obtain a one-half time graduate teaching assistantship, a student must be degree-seeking and be registered for a minimum of eight credit hours each quarter toward degree requirements.
2. To be eligible to obtain a graduate research assistantship, a student may be degree-seeking or a Special Student for one quarter of enrollment only and be registered for a minimum of eight credit hours toward degree requirements.

Teaching and Research Assistantships are awarded by the individual programs/departments. The Graduate Council of the University of South Florida awards fellowships for graduate students.

### Fields of Graduate Study

#### Master’s Degree Programs

**College of Arts & Letters**
- American Studies—M.A.
- English—M.A.
- French—M.A.
- Linguistics—M.A.
- Philosophy—M.A.
- Spanish—M.A.
- Speech Communication—M.A.

**College of Business Administration**
- Accountancy—M.Acc.
- Business Administration—M.B.A.
- Economics—M.A.
- Management—M.S.

**College of Education**
- Administration & Supervision—M.Ed.
- Art Education—M.A.
- Curriculum & Instruction—M.Ed.
- Elementary Education—M.A.
- Exceptional Child Education—M.A.
- Emotional Disturbance
- Gifted
- Mental Retardation
- Specific Learning Disabilities
- English Education—M.A.
- Foreign Language—M.A.
- French
- German
- Spanish
- Guidance—M.A.
- Humanities Education—M.A.
- Junior College Teaching—M.A.
- Astronomy
- Biology
- Business
- Chemistry
- Economics
- Engineering
- English
- French

**College of Engineering**
- Master of Engineering—M.E.
- Master of Science in Engineering—M.S.E.
- Master of Science in Engineering Science—M.S.E.S.

**College of Fine Arts**
- Art—M.F.A.
- Music—M.M.

**College of Natural Sciences**
- Astronomy—M.A.
- Botany—M.A.
- Chemistry—M.S.
- Geology—M.S.
- Marine Science—M.S.
- Mathematics—M.A.
- Microbiology—M.A.
- Physics—M.A.
- Zoology—M.A.
Graduate students may appeal actions regarding their work to the Graduate Council. The development of standards and regulations for graduate students and faculty is the responsibility of the Graduate Council. In addition, the Council exercises the right of inquiry and review to ensure that high scholarly standards are being maintained. It is responsible for the establishment of University standards and regulations for graduate students and faculty. The Council also reviews all new graduate courses and degree programs and modifications to existing courses and programs. The membership of the Graduate Council includes the chairperson, nine faculty members, two graduate students, and three ex-officio members.

Intermediate Program

College of Education
Education Specialist—Ed.D.

Professional Program

College of Medicine
Medicine—M.D.

Doctoral Degree Programs

College of Arts & Letters
English—Ph.D.

College of Education
Education—Ph.D.

College of Engineering
Engineering Science—Ph.D.

College of Medicine
Medical Sciences—Ph.D.

College of Natural Sciences
Biology—Ph.D.
Chemistry—Ph.D.
Mathematics—Ph.D.

College of Social & Behavioral Sciences
Psychology—Ph.D.

Regulations Governing Graduate Study

The development of University policies and principles for graduate work is the responsibility of the Graduate Council. In addition, the Council exercises the right of inquiry and review to ensure that high scholarly standards are being maintained. It is responsible for the establishment of University standards and regulations for graduate students and faculty. The Council also reviews all new graduate courses and degree programs and modifications to existing courses and programs. The membership of the Graduate Council includes the chairperson, nine faculty members, two graduate students, and three ex-officio members.

Major Professor

An adviser or major professor will be appointed for the student in his first term of work and will be designated by the chairperson of the department or area in which the degree is sought upon a mutual recommendation from the student and professor concerned.

Quality of Work

Graduate students must attain an overall average of 3.0 (B) in all courses. No grade below “C” will be accepted toward a graduate degree, but all grades will be counted in computing the overall average.

Any graduate student who at the end of a quarter is not in good standing shall be considered to be on probationary status. Such a student may be dropped from degree seeking status after one quarter of probation by the dean of his college. Notification of probation shall be made to the student in writing by his major professor, with a copy to the college dean. At the end of the probationary quarter, the major professor shall recommend to the college dean, in writing, one of three alternatives: (1) removal of probationary status; (2) continued probation; or (3) drop from degree program. Every effort will be made during the probationary period to aid the student in reestablishing his standing.

A student who has been formerly admitted to the University and who has not attended for two years or longer must contact the department/area for reevaluation of his/her degree program.

Appeals

Graduate students may appeal actions regarding their academic status:

1. In actions based on departmental requirements, the student may appeal first to his department through his major professor, then to the college dean or his representative, and then to the Graduate Council if necessary.

2. In actions based on the University minimum requirements, appeal shall be made directly to the Graduate Council.

Reports of actions and appeals will be maintained in the student’s permanent file.

Enrollment Requirements—Minimum University Regulations

A student taking eight or more hours toward his/her degree in a quarter will be classified as a full-time student. The normal graduate load is 12-15 credit hours.

Students who have completed their course work and continue to occupy space and to receive faculty supervision but who have not made a final thesis/dissertation submission shall register for a minimum of three hours of 699 or 799. The exact number of hours is determined by staff and facilities needed to support the student.

Graduate students having completed all requirements except for comprehensive exams or completion of I and/or Z grades will be allowed use of University Library facilities for one quarter, with approval of department chairperson.

Graduate students who receive financial support from the University, other than fellowship recipients, will hold their appointments for no more than six quarters (excluding summer quarter) while working toward the master’s degree (eight quarters for the MFA) and no more than nine additional quarters while working toward the Ph.D. degree.

Transfer Credit

Transfer of credit from another recognized graduate school is limited to nine quarter hours. All transferred credit must (1) be approved by the program or college concerned, and (2) have been completed with grades of “B” or better.
Transfer (post-baccalaureate, transfer credits from other institutions) and Special Student credits* must be evaluated and transferred by the time of formal acceptance and enrollment. The graduate department/program will be responsible for evaluating and initiating the transfer.

**Grades in the Graduate Program**

No graduate student may take a course in his/her major on an S/U basis except for certain courses that are specifically designated in the catalog. A graduate student may take courses outside of his/her major on an S/U basis with prior approval of the professor of the course, his/her major professor and the Dean of the College who will approve the degree.

The student may apply a maximum of six hours of such credit (excluding Directed Research, Thesis/Dissertation, Design, Practicum, or Internship) toward a master’s degree. A graduate student must obtain a Graduate Change of Program Application from the Office of Records and Registration. The change of program is completed upon acceptance of the student by his new department. The new department may elect not to accept all, some, or none of the previous graduate courses taken by the student.

**Application for Degree**

Each student who plans to complete his graduate requirements by the end of a year must complete the Application for Graduation within 15 class days after the beginning of that term. The application is available at, and after completion must be returned to, the Office of Records and Registration.

**Exclusions**

Members or former members of the faculty who hold or have held the rank of Assistant Professor, Associate Professor, or Professor are not eligible to be granted degrees from the University of South Florida, except upon prior authorization of the Graduate Council, and approval of the Vice President for Academic Affairs.

In cases where the immediate family of the faculty are enrolled in graduate degree programs, the faculty member may not serve on any advisory or examination committee nor be involved in any determination of academic or financial status of that individual.

**Faculty Eligibility**

In order to teach a graduate course at the University of South Florida, a person must have a current USF faculty appointment. The director of a thesis or dissertation must be a USF faculty member with an advanced degree, or equivalent professional qualifications, appropriate to the required level of supervision.

**Time Limit**

All work applicable to the master’s degree requirements must be completed within seven years from the time a student is admitted into his/her program.

**Final Comprehensive Examination**

Prior to clearance for the degree, the candidate must perform satisfactorily on a comprehensive examination in his major field.

**Thesis**

When a thesis is required, the thesis must conform to the guidelines in the Handbook of Graduate Theses and Dissertations available in the University Bookstore. The thesis must be submitted to the Director of Graduate Studies at least three weeks before the end of the quarter in which the student is to receive the degree. The Graduate Studies Office will not accept a

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*No more than 18 hours of credit earned as a Special Student in a non-degree seeking status may be applied to satisfy graduate degree requirements.*
thesis after the first day of the quarter unless the candidate is enrolled in the proper 699 course for at least three hours. Only after the thesis has been approved for filing in the University Library can the student be certified for his/her degree.

Ph.D. DEGREE

The degree of Doctor of Philosophy is granted in recognition of high attainment in a specific field of knowledge. It is a research degree and is not conferred solely upon the earning of credit and completion of courses or by the acquiring of a number of terms of residency. The amount of residence and the requirements suggested below are a minimum. The degree shall be granted on evidence of proficiency and distinctive achievement in a specified field, by the demonstration of the ability to do original independent investigation and the presenting of these findings with a high degree of literary skill in a dissertation.

Student Committees

An advisory Committee shall be appointed by the chairman of the appropriate department or program for each student during his or her first quarter of residency at the University of South Florida. This Committee shall advise the student on indicated subject matter deficiencies and provide aid in choice of a major professor and an area of research. As soon as an area of research is determined and a major professor is chosen, a Dissertation Committee shall be appointed for the student by the chairperson of the department or program in which the degree is sought. Notice of the appointment of the Dissertation Committee shall be sent by the chairperson to the Dean of the College and the Director of Graduate Studies immediately after the appointment is made. The Dissertation Committee will approve the student’s course of study, supervise the research, and the written comprehensive qualifying examination, and conduct the final examination. The Dissertation Committee shall consist of at least five members, at least three of whom must come from the academic area in which the major work for the degree will be done.

Language Requirement

Before a student is eligible to take the comprehensive qualifying examination, he must normally have completed a reading knowledge of two foreign languages. However, special work done outside the student’s field of concentration, and related subjects may be substituted for one or both languages, provided this exception is recommended by the student’s dissertation committee and approved by his department’s Graduate Committee.

Residency

The minimum requirement shall be three academic years of work beyond the bachelor’s degree. At least one academic year of residence must be on a campus of the University of South Florida. An academic year’s residency shall be defined as a minimum of eight hours of graduate work per term, or the chairperson of the student’s supervisory committee may certify that the student be considered as in full-time residence. Any graduate work counted toward the fulfillment of the requirement of the Ph.D. degree after admission to candidacy must be done within a seven-calendar-year period.

Comprehensive Qualifying Examination

As soon as a substantial majority of the course work is completed the student must pass a written comprehensive qualifying examination over the subject matter of the major and related fields. This examination may be supplemented by an oral examination. If the degree is not conferred within five calendar years of the comprehensive examination, the examination must be taken again.

Admission to Candidacy

A graduate student does not become a candidate for the Ph.D. degree until he/she is formally admitted to candidacy, and no student may enroll in 799 (Ph.D. Dissertation) until he/she has been admitted to candidacy. This admission is granted when the dissertation committee certifies that the student has successfully completed his/her comprehensive qualifying examination and in the opinion of his/her committee he/she has demonstrated the qualifications necessary to successfully complete his/her requirements for the degree. The certificate of admission shall be issued by the dean of his/her college through the Director of Graduate Studies.

Dissertation

Students in the Ph.D. programs must take an appropriate number of credits for dissertation, the exact number to be determined by departmental and/or individual requirements. At least two weeks before the end of the quarter in which the student is to receive his degree, a candidate must submit to the Director of Graduate Studies a completed dissertation that has been signed by his committee. The dissertation must conform to the guidelines in the Handbook of Graduate Theses and Dissertations available in the University Bookstore. An abstract is also required. The Graduate Studies Office will not accept a dissertation after the first day of the quarter unless the candidate is enrolled in the proper 799 course for at least three hours. Upon approval of the dissertation by the Director, the student will be certified for his degree. The two copies of the dissertation will then be deposited in the University Library. Each dissertation will be microfilmed with the student being assessed a fee for this service.

Final Oral Examination

When the Dissertation Committee has inspected the final draft of the dissertation and finds it suitable for presentation, the Committee will complete a form requesting the scheduling and announcing of the final oral examination. The request form will be submitted via the appropriate department chairperson to the college dean and the Director of Graduate Studies for approval. The announcement must be received in the Graduate Studies Office at least two weeks prior to the scheduled oral examination. The final oral examination must be held at least three weeks before the end of the quarter in which the student is to be awarded the degree.

The chairperson of the examination shall be appointed by the dean of the college and shall not be a member of the student’s Dissertation Committee or the department or program in which the degree is sought.
COLLEGE OF ARTS & LETTERS

The College of Arts and Letters studies culture in the broadest meaning of the word. The College offers students a sense of themselves and their world, chiefly through courses and programs involving human expression and communication. Students not only receive a liberal education, but also explore vocational interests, as they develop both the breadth of knowledge and precision of mind necessary for responsible leadership in our society.

More specifically, the College seeks:
1. To help students discuss new subjects, affording fresh ideas and talents enriching to life.
2. To enable students to work in several fields as a means of determining the best vocational choice.
3. To give sufficient development within the chosen vocational field that the student will be prepared to obtain a job upon graduation or to move successfully into a graduate or professional school.
4. To join with the other colleges of the University in providing liberal arts courses to augment required training in those professional schools.
5. To cultivate independent thinking, creative imagination, and value commitment, that students may become constructive leaders in their chosen activities.

Accordingly, the College is concerned with arts and letters, both as instruments and as ends in themselves. Language, literature, philosophy, the forms of communication, interdisciplinary studies, and other humanistic subjects are studied not merely for their utility, but for their intrinsic merit as well, and for what they tell us about what is permanently and universally significant to mankind.

The departments and degree programs of the College are grouped in four divisions:

1. Communications
   a. Mass Communications
   b. Speech Communication
2. Language
   a. Foreign Languages
   b. Linguistics
3. Letters
   a. American Studies
   b. Humanities
   c. Liberal Studies
   d. Philosophy
   e. Religious Studies
4. Literature: English
   Responsibility for research and innovative teaching in each division is in the hands of an individual coordinator.

BACCALAUREATE LEVEL DEGREE PROGRAMS

Admission to the College

Admission to the College of Arts and Letters is open to all students who have been accepted to the University of South Florida, who are in good academic standing, and who have declared themselves a major in a particular field within the College.

For entrance into the College, each undergraduate student must complete an application in the Office of the Coordinator of Advising. The student will then be assigned to an adviser from the major field and will be counseled in the selection of courses which will fulfill his/her educational needs and satisfy the requirements for the Bachelor of Arts degree. Three programs (American Studies, Liberal Studies, and Mass Communications) have additional requirements, listed under Programs and Curricula.

General Requirements for Degrees

The degree of Bachelor of Arts will be conferred upon those who fulfill the requirements for degrees with majors in the fields of:
- American Studies (AMS)
- Anthropology-Linguistics (ANL)
- Classics (Latin, Latin-Greek) (CLS)
- Classics & Foreign Language (CLF)
- English (ENG)
- English-Linguistics (ENL)
- Foreign Languages, Combination (FOL)
- Foreign Language-Linguistics (FLL)
- French (FRE)
- German (GER)
- Humanities (HUM)
- Italian (ITA)
- Liberal Studies (ALA)
- Mass Communications (COM)
- Philosophy (PHI)
- Religious Studies (REL)
- Russian (RUS)
- Spanish (SPA)
- Speech Communication (SPE)
- Speech Communication-English (ENS)
- Speech Communication-Theatre (STA)

A minimum of 180 quarter hours credit with an overall average of 2.0 or better in all work done at the University of South Florida must be completed in order to earn the Bachelor of Arts degree, except for courses taken by majors in the Mass Communications department, which requires a 2.5 in all its departmental work. The degree program must include the completion of (1) General Distribution Requirements, (2) a departmental major, and (3) elective courses.

1. General Distribution Requirements

This work comprises a total of sixty (60) quarter credits which (except for English) may be spread over the normal four-year degree program. The requirement includes:
- Eight (8) hours credit in English Composition
- Eight (8) hours credit in Humanities/Fine Arts
- Eight (8) hours credit in Mathematics/Quantitative Method
- Eight (8) hours credit in Natural Sciences
- Eight (8) hours credit in Social and Behavioral Sciences

The remaining twenty (20) hours are to be divided among the last four areas at the discretion of the student and adviser. See page 32 for details.

49
2. The Departmental Major

A departmental major consists of a concentration of course work in a specific department. The number of credit hours required for a major will vary from department to department. There must be at least a cumulative grade point average of 2.0 in the major, with the exception of Mass Communications, which requires a 2.5 of its majors in all departmental work. At least 120 quarter hours must be earned in courses outside the student's major.

3. Elective Courses

Of the minimum of 180 quarter hours required for a bachelor's degree in the College of Arts and Letters, sixty (60)

GRADUATE LEVEL DEGREE PROGRAMS

Master's Degree Programs

The College of Arts & Letters offers graduate programs leading to the Master of Arts degrees in the fields of:
- American Studies (AMS)
- English (ENG)
- French (FRE)
- Linguistics (LIN)
- Philosophy (PHI)
- Spanish (SPA)
- Speech Communication (SPE)

The University requirements for graduate work at the graduate level are described on page 47. The departmental requirements are listed under the appropriate program descriptions.

Doctor of Philosophy

The Department of English offers a program leading to the degree of Doctor of Philosophy. The University requirements for graduate work at the doctor's level are given on page 48. Specific requirements for the degree are listed under the Department of English.

NON-DEGREE PROGRAMS

Certificate of Concentration

The Certificate of Concentration is a short-term goal program for adults who are interested in taking a series of courses in a selected area of Arts & Letters but are not necessarily interested in a degree. The courses, on an undergraduate level, are offered to adults who may or may not have a degree. The Certificate of Concentration is awarded when a minimum of 25 hours has been completed in a given area or in a combination of areas. (In a combination of areas, 12 hours must be in one particular area.) It is a program that may be taken on a satisfactory-unsatisfactory or letter grade basis and may be applied toward an undergraduate degree in Arts & Letters. The Certificate of Concentration is designed for registration in the Special Student Category rather than the regular route of admission and registration.

PROGRAMS AND CURRICULA

AMERICAN STUDIES (AMS)

The American Studies major is designed for those students interested in studying the relationships among the important elements which shape American civilization. American Studies is a multi-disciplinary program drawing upon a variety of courses from outside the program and outside the college. Bachelor's and master's degrees are available in American Studies.

Requirements for the B.A. Degree:

Required Core Courses (32 cr. hrs.)

- AMS 301 (5)
- AMS 313 (5)
- AMS 493 (4)
- AMS 311 (5)
- AMS 491 (4)
- AMS 312 (5)
- AMS 492 (4)

Required Supporting Courses (12 cr. hrs.)

Related Electives (21 cr. hrs.)

(no more than 9 hours from one department)

Appropriate courses to be selected from the following departments in consultation with an American Studies adviser:
- Afro-American Studies
- Anthropology
- Dance
- Economics
- English
- Geology
- Geography
- History
- Philosophy
- Political Science
- Religious Studies
- Sociology
- Speech Communication
- Interdisciplinary Social Sciences

Students desiring to major in American Studies are reminded that an interview with a department adviser is mandatory.

AFA 335 or 336 (4)
AMS 321 or 332 (5)
COM 301 (4)
ENG 308 (5)
ENG 330 (5)
HTY 400-
PHI 413 (4)
POL 411 (4)

Related Electives (21 cr. hrs.)

(no more than 9 hours from one department)
Requirements for the M.A. Degree

Requirements for Admission. An applicant must (1) meet the general admission requirements of the University; (2) have an academic average of "B" or better in all work attempted during the junior and senior years or a total score of 1000 or better on the Graduate Record Examination; (3) demonstrate (to the American Studies Graduate Committee) a satisfactory knowledge of United States history, literature, and government. In some cases, the students may be required to take extra-graduate courses before admission.

Course Work and Thesis: Total required hours 45
1. 12 hours: AMS 601, 602, 603
2. 24 hours: To be selected from 500 or 600 level courses by related departments such as history, philosophy, English, sociology, and humanities. No more than 12 hours from any one department may be credited toward the degree. Work in AMS 681, 683, 685 may be included for additional credit.

Other Requirements. During the last quarter of course work, each candidate must take a written examination on a short list of representative American achievements, illustrating major aspects of civilization in the U.S.A. from colonial times to the present. Upon completion of the thesis, he must take an oral examination which may include relationships between thesis and material covered on the written examination.

- ENGLISH (ENG)

Freshman English Requirement in Freshman Year
All first-time-in-college students are required to take Freshman English in accordance with the following conditions:
1. First-time enrolled students (a) who do not intend to take the CLEP Freshman English Test or (b) who have been notified of failing CLEP prior to registration and who do not intend to attempt the examination a second time, must take ENG 101 the first quarter, ENG 102 the second quarter and ENG 103 the third quarter of their freshman year. If one of the courses is failed, that course must be repeated the very next quarter and the remaining courses attempted in immediately subsequent quarters.
2. First-time enrolled students (a) who have not taken CLEP prior to their arrival on campus or (b) who have failed but wish to repeat the test, must attempt CLEP during their first quarter on campus. During this quarter they should not enroll in ENG 101. If the examination is failed or not attempted during the student’s first quarter, he must take ENG 101 during his second quarter and ENG 102 and 103 in the immediately subsequent quarters until the total requirement is fulfilled. In this case, he will complete the sequence by the first quarter of his sophomore year. These policies do not apply to first-time enrolled students who can meet the Freshman English requirement with credit transferred from another institution.

Requirements for the B.A. Degree:
The program in English provides a flexible curriculum that recognizes the individual interests of students and offers a wide variety of professional choices. Designed to provide a logical, balanced, and complete sequence of courses in English studies, the curriculum gives the student a choice of seven options (exclusive of English-Education sequences, described under the section for the College of Education), as follows:

I. English and American Literature, Early to Modern. This option is designed to prepare undergraduates for advanced study in the profession. It focuses on the literature of England from the earliest period through the nineteenth century and on the “classical” period of American literature.
The required courses (40 hours) for this option include:
- ENG 310 (5) ENG 313 (5) ENG 330 (5)
- ENG 311 (5) ENG 314 (5) ENG 331 (5)
- ENG 312 (5) ENG 315 (5)

Beyond this core requirement, the student will select 10 hours of courses from any of the following:
- ENG 401 (5) ENG 418 (5) ENG 438 (5)
- ENG 402 (5) ENG 424 (5) ENG 441 (5)
- ENG 406 (5) ENG 425 (5) ENG 442 (5)
- ENG 407 (5) ENG 430 (5) ENG 445 (5)
- ENG 408 (5) ENG 431 (5) ENG 446 (5)
- ENG 409 (5) ENG 432 (5) ENG 450 (5)
- ENG 410 (5) ENG 435 (5) ENG 453 (5)
- ENG 413 (5) ENG 436 (5) ENG 481 (1-5)
- ENG 414 (5) ENG 437 (5)

Beyond the required 50 hours, the major is free to take 10 hours of any courses the department offers.

II. English and American Literature, Enlightenment to the Present.
Like option I, this option is designed to prepare undergraduates for advanced study in the profession. The principal difference is that this option emphasizes more recent literature, beginning at the eighteenth century and coming up to the present.
The required courses (40 hours) for this option include:
- ENG 300 (5) ENG 316 (5) ENG 331 (5)
- ENG 314 (5) ENG 317 (5) ENG 332 (5)
- ENG 315 (5) ENG 330 (5)

Beyond this core requirement, the student will select 10 hours of any of the following:
- ENG 400 (5) ENG 414 (5) ENG 437 (5)
- ENG 401 (5) ENG 418 (5) ENG 438 (5)
- ENG 402 (5) ENG 424 (5) ENG 441 (5)
- ENG 406 (5) ENG 425 (5) ENG 442 (5)
- ENG 407 (5) ENG 430 (5) ENG 445 (5)
- ENG 408 (5) ENG 431 (5) ENG 446 (5)
- ENG 409 (5) ENG 432 (5) ENG 453 (5)
- ENG 410 (5) ENG 435 (5) ENG 476 (5)
- ENG 413 (5) ENG 436 (5) ENG 481 (1-5)

Beyond the required 50 hours, the major is free to take 10 hours of any courses the department offers.

NOTE: Options I and II may be combined for thorough coverage of the entire Anglo-American literary tradition. In that case, the requirement of ENG 300 specified in Option II would be waived.

III: World Literature and Comparative Literature
These two options are designed for students who are interested in a scope of literary study that includes not only Anglo-American literature, but the literature (in translation or in the original) of other nations of the Western World. Both the World Literature option and the Comparative Literature option have a common core requirement of 35 hours:
- ENG 300 (5) ENG 340 (5) ENG 343 (5)
- ENG 301 (5) ENG 341 (5)
- ENG 302 (5) ENG 342 (5)

To complete the major in the World Literature option, the student must elect 15-25 hours (including 10 hours of 400-level courses) from the following:
- ENG310 (5) ENG 408 (5) ENG 436 (5)
- ENG 317 (5) ENG 409 (5) ENG 437 (5)
- ENG 330 (5) ENG 410 (5) ENG 438 (5)
- ENG 331 (5) ENG 413 (5) ENG 441 (5)
- ENG 345 (5) ENG 414 (5) ENG 442 (5)
- ENG 376 (5) ENG 418 (5) ENG 445 (5)
- ENG 377 (5) ENG 424 (5) ENG 446 (5)
- ENG 400 (5) ENG 425 (5) ENG 450 (5)
- ENG 401 (5) ENG 430 (5) ENG 453 (5)
- ENG 402 (5) ENG 431 (5) ENG 476 (5)
- ENG 406 (5) ENG 432 (5) ENG 481 (1-5)
- ENG 407 (5) ENG 435 (5)
To complete the major in the Comparative Literature option, the student must take 15-25 hours of English courses, including 10 hours of 400-level courses and ENG 383 Selected Topics (Introduction To The Study Of Comparative Literature) and ENG 483 Selected Topics (Seminar In Comparative Literature); and, since this option is designed for those who are interested in doing graduate work in Comparative Literature, the student is advised to take a minimum of 16 hours (four courses) in the original literature of the foreign language of his choice. Beyond the required 50 hours, the major is free to take 10 hours of any courses the department offers.

IV. General Literature. This option offers a selection of courses which reflect an interest in the relationship between literature and other aspects of contemporary culture. This is a more culturally oriented approach to literature than traditional studies customarily provide.

The required courses (30 hours) for this option include:

- ENG 300 (5) One of the following:
  - ENG 301 (5) ENG 340 (5)
  - ENG 302 (5) ENG 341 (5)
  - ENG 310 (5) ENG 342 (5)
  - ENG 450 (5)

Beyond this core requirement, the student will select 20 hours (including 10 hours of 400-level courses) from any of the following:

- ENG 306 (5) ENG 376 (5) ENG 425 (5)
- ENG 307 (5) ENG 378 (5) ENG 430 (5)
- ENG 308 (5) ENG 379 (5) ENG 431 (5)
- ENG 309 (5) ENG 385 (5) ENG 432 (5)
- ENG 316 (5) ENG 400 (5) ENG 435 (5)
- ENG 317 (5) ENG 401 (5) ENG 436 (5)
- ENG 332 (5) ENG 402 (5) ENG 437 (5)
- ENG 340 (5) ENG 406 (5) ENG 438 (5)
- ENG 341 (5) ENG 407 (5) ENG 441 (5)
- ENG 343 (5) ENG 408 (5) ENG 442 (5)
- ENG 345 (5) ENG 409 (5) ENG 445 (5)
- ENG 370 (5) ENG 410 (5) ENG 446 (5)
- ENG 372 (5) ENG 413 (5) ENG 453 (5)
- ENG 373 (5) ENG 414 (5) ENG 476 (5)
- ENG 374 (5) ENG 418 (5) ENG 481 (1-5)
- ENG 375 (5) ENG 424 (5)

Beyond the required 50 hours, the major is free to take 10 hours of any courses the department offers.

V. American Literature. This option, while offering background in the literature of England, focuses on the literature which has been produced in America, and includes such possible selections as the literature of Black Americans and the American Indian.

The required courses (35 hours) for this option include:

- ENG 300 (5) ENG 331 (5) ENG 431
- ENG 301 (5) ENG 332 (5) or
- ENG 330 (5) ENG 430 (5) ENG 432 (5)

Beyond this core requirement, the student will select 15 hours (including 10 hours of 400-level courses) from any of the following:

- ENG 306 (5) ENG 401 (5) ENG 435 (5)
- ENG 307 (5) ENG 402 (5) ENG 436 (5)
- ENG 310 (5) ENG 406 (5) ENG 437 (5)
- ENG 317 (5) ENG 407 (5) ENG 438 (5)
- ENG 340 (5) ENG 408 (5) ENG 441 (5)
- ENG 341 (5) ENG 409 (5) ENG 442 (5)
- ENG 342 (5) ENG 410 (5) ENG 445 (5)
- ENG 343 (5) ENG 413 (5) ENG 446 (5)
- ENG 345 (5) ENG 414 (5) ENG 450 (5)
- ENG 370 (5) ENG 418 (5) ENG 451 (5)
- ENG 372 (5) ENG 424 (5) ENG 476 (5)
- ENG 373 (5) ENG 425 (5) ENG 481 (1-5)
- ENG 400 (5)

Beyond the required 50 hours, the major is free to take 10 hours of any courses the department offers.

VI. Advisory Option. This option is designed for those students who have the maturity, independence, intellectual curiosity, and eclectic interests to want to design their own programs. Core requirements are:

- ENG 300 (5) ENG 301 (5) ENG 302 (5)

With electives totaling between 35 and 45 credit hours (including 10 hours of 400-level courses). Students in this option must have prior consent of an English adviser at each stage of planning their programs.

VII. Creative Writing Option. This option is designed for aspiring writers of fiction or poetry. This program, in addition to giving credit for writing through a variety of course offerings, attempts to provide information about procedures for becoming published.

a. The required courses (30 hours) for the fiction option include:

- ENG 351 (5) ENG 451 (5) ENG 437 or ENG 353 (5) ENG 435 or ENG 438. (5)
- ENG 450 (5) ENG 436 (5)

Beyond this core requirement, the student will select 20 hours from any of the following:

- ENG 300 (5) ENG 341 (5) ENG 424 (5)
- ENG 301 (5) ENG 342 (5) ENG 425 (5)
- ENG 302 (5) ENG 343 (5) ENG 430 (5)
- ENG 310 (5) ENG 345 (5) ENG 431 (5)
- ENG 311 (5) ENG 400 (5) ENG 432 (5)
- ENG 312 (5) ENG 401 (5) ENG 435 (5)
- ENG 313 (5) ENG 402 (5) ENG 436 (5)
- ENG 314 (5) ENG 406 (5) ENG 441 (5)
- ENG 315 (5) ENG 407 (5) ENG 442 (5)
- ENG 316 (5) ENG 408 (5) ENG 445 (5)
- ENG 317 (5) ENG 409 (5) ENG 446 (5)
- ENG 330 (5) ENG 410 (5) ENG 453 (5)
- ENG 331 (5) ENG 413 (5) ENG 476 (5)
- ENG 332 (5) ENG 414 (5) ENG 481 (1-5)
- ENG 340 (5) ENG 418 (5)

Beyond the required 50 hours, the major is free to take 10 hours of any courses the department offers.

b. The required courses (30 hours) for the poetry option include:

- ENG 216 (5) ENG 352 (5) ENG 442 (5)
- ENG 351 (5) ENG 441 (5) ENG 452 (5)

Beyond this core requirement, the student is free to select 20 hours from any of the following:

- ENG 300 (5) ENG 342 (5) ENG 430 (5)
- ENG 301 (5) ENG 343 (5) ENG 435 (5)
- ENG 302 (5) ENG 353 (5) ENG 432 (5)
- ENG 310 (5) ENG 400 (5) ENG 435 (5)
- ENG 311 (5) ENG 401 (5) ENG 436 (5)
- ENG 312 (5) ENG 402 (5) ENG 437 (5)
- ENG 313 (5) ENG 406 (5) ENG 438 (5)
- ENG 314 (5) ENG 407 (5) ENG 442 (5)
- ENG 315 (5) ENG 408 (5) ENG 445 (5)
- ENG 316 (5) ENG 409 (5) ENG 446 (5)
- ENG 317 (5) ENG 410 (5) ENG 450 (5)
- ENG 330 (5) ENG 413 (5) ENG 451 (5)
- ENG 331 (5) ENG 414 (5) ENG 453 (5)
- ENG 332 (5) ENG 418 (5) ENG 476 (5)
- ENG 340 (5) ENG 424 (5) ENG 481 (1-5)
- ENG 341 (5) ENG 425 (5)

Beyond the required 50 hours, the major is free to take 10 hours of any courses the department offers.

Requirements for the M.A. Degree:

The M.A. in English is designed primarily to train college teachers. The program includes study of college teaching, as well as the study of literature.

Requirements for Admission. An average of B in the last two years of undergraduate work (a GRE total score of 1000 may be substituted for this requirement). It may be necessary to require students who have not been English undergraduate majors
to take extra undergraduate courses before graduate admission to English. Other exceptions may be made by the Graduate Committee of the Department of English.

**Course Requirements.**

1. ENG 693 (this must be the first course taken)
2. Forty-five credit hours, which must include:
   a. ENG 681 (this must be taken in the student’s first or second term in the program)
   b. ENG 601
   c. One of these:
      - ENG 610
      - ENG 620
      - ENG 625
   d. One of these:
      - ENG 630
      - ENG 640
      - ENG 645
   e. One of these:
      - ENG 650
      - ENG 660
   f. ENG 683

**Options:**

It is possible, at student option, to take ENG 699 (thesis) in place of one of the elective courses. A student may transfer from another university up to 9 hours of graduate credit. He may take up to 10 hours of credit in another department (the courses to be approved in advance by the Department of English Graduate Committee).

**Comprehensive Examination.** This examination will be based on a list of literary works given to each student as he commences his graduate studies. The student will be asked to write on the following five areas:

1. British literature before Shakespeare
2. British literature from Shakespeare to 1740
3. British literature from 1740 to 1900
4. American literature before 1900
5. Twentieth Century American and British literature

Students will be graded 1 (Excellent), 2 (Good), 3 (Satisfactory), or 4 (Unsatisfactory). The Department will recommend students with grades of 1 or 2 for admission to the Ph.D. program. A grade of 3 will satisfy the examination requirement for the M.A.; a grade of 4 will not.

**Public Presentation.** Each student will be required to present, before graduate students and faculty, a discussion of a major work or idea. The performance will be evaluated by the student’s examining committee.

**Requirements for the M.A. Degree in Junior College Teaching:**

This program is intended for those who plan to teach in junior and community colleges. It emphasizes lower-level college teaching.

**Requirements for admission.** See M.A. program above.

**Course work.**

1. EDR 410
2. EDH 651
3. EDH 653
4. EDC 691 (Internship if required —waivers must be endorsed by the College of Education)
5. The following English courses:
   a. ENG 601
   b. ENG 686 (offering in advanced composition for teachers only)
   c. One of these:
      - ENG 610
      - ENG 616
      - ENG 620
      - ENG 625
   d. One of these:
      - ENG 630
      - ENG 640
      - ENG 645
   e. One of these:
      - ENG 650
      - ENG 660
   f. Five hours of English electives

**Comprehensive Examination.** This examination will be based on a list of literary works given each student as he commences his graduate studies. The student will be asked to write on the following five areas:

1. British literature before Shakespeare
2. British literature from Shakespeare to 1740
3. British literature from 1740 to 1900
4. American literature before 1900
5. Twentieth Century American and British literature

Students will be graded 1 (Excellent), 2 (Good), 3 (Satisfactory), or 4 (Unsatisfactory). The Department will recommend students with grades of 1 or 2 for admission to the Ph.D. program. A grade of 3 will satisfy the examination requirement for the M.A.; a grade of 4 will not.

**Public Presentation.** Each student will be required to present, before graduate students and faculty, a discussion of a major work or idea. The performance will be evaluated by the student’s examining committee.

**Requirements for the Ph.D. Degree:**

**Aim of the Program.** The aim of this doctoral program is to produce teacher-scholars who have a good general knowledge of English and a special knowledge in their field of concentration. Each student in the program must take courses in teaching college English, and these courses include actual teaching experience.

The Ph.D. in English involves 50 hours of course work beyond the M.A. degree, exclusive of credits devoted to the doctoral dissertation. In addition, each student must achieve a grade of B or A in a foreign language course number 202 (i.e., FRE 202, GER 202, LAT 202, RUS 202, SPA 202). A dissertation is required.

**Requirements for Admission.** M.A. degree and a grade of 1 or 2 on the University of South Florida English M.A. final examination. Transfer students who have the M.A. in English must present a graduate average of at least B+. Students who do not have a M.A. in English will be required to take supplementary graduate work before being officially admitted to the program.

**Course work.** The following courses are required:

- ENG 693 or its equivalent
- ENG 702 or ENG 703
- ENG 791
- ENG 799

Seven other courses in English at the 600 or 700 level. A student may transfer from another university up to 9 hours of graduate credit. He may take up to 10 hours of credit in another department (the course to be approved in advance by the Department of English Graduate Committee).

**Examinations.** After five courses beyond the M.A. the student must take the written doctoral Qualifying Examination in all periods of American and British literature (1. British literature to 1500; 2. British literature 1500-1660; 3. British literature 1660-1780; 4. British literature 1780-1890; 5. American literature to 1920; 6. American literature after 1920 and British literature after 1890)—writing for two hours on each period. The total exam will require twelve hours of writing. Students may take this examination only twice; a second failure disqualifies them from the Ph.D. program. Students passing this comprehensive examination and the foreign language course are admitted to doctoral candidacy. After completion of an approved dissertation the student will defend his dissertation in a two-hour oral examination and will be examined as well on his major field. Thereafter, he is awarded his doctoral degree.

**FOREIGN LANGUAGES**

( CLF/CLS/FOL/FRE/
GER/ITA/RUS/SPA)

**Requirements for the B.A. Degree:**

Foreign Language major programs are designed to meet the needs of students who desire competency in a language and an
expanded understanding of its culture and literature. They are of particular interest to students who wish to teach languages, those who plan to further their studies in graduate school, and those who seek careers in various types of foreign or foreign-related employment.

Major programs leading to the Bachelor of Arts degrees are offered in Classics (Latin, Latin-Greek), French, German, Italian, Russian, and Spanish.

Combined majors are offered in any two languages. For the combined major, a student must take 48 hours in the courses required for the complete major in one language, and the stipulated courses in the second language (16-20 hours).

Instruction is also provided in Portuguese, Romance Philology, the less-commonly taught languages, such as Chinese, Dutch, Modern Hebrew, Modern Arabic, Modern Greek, Polish, and others on occasion.

CLASSICS (CLS)
Latin and Latin-Greek Option
For requirements for this area, see department adviser.

FRENCH (FRE)
Required Courses (16 cr. hrs.)
- FRE 301 (4)
- FRE 405 (4)
- FRE 406 (4)
Required Supporting Courses:
- 32 hours in upper-level courses planned with the adviser.

GERMAN (GER)
Required Courses (16 cr. hrs.)
- GER 301 (4)
- GER 405 (4)
- GER 406 (4)
Required Supporting Courses:
- 32 hours in upper-level courses planned with the adviser.

ITALIAN (ITA)
Required Courses (16 cr. hrs.)
- ITA 301 (4)
- ITA 405 (4)
- ITA 406 (4)
Required Supporting Courses:
- 32 hours in upper level courses planned with the adviser.

RUSSIAN (RUS)
Required Courses (16 cr. hrs.)
- RUS 301 (4)
- RUS 405 (4)
- RUS 406 (4)
Required Supporting Courses:
- 32 hours in upper-level courses planned with the adviser.

SPANISH (SPA)
Required Courses (20 cr. hrs.)
- SPA 301 (4)
- SPA 405 (4)
- SPA 406 (4)
Required Supporting Courses:
- 28 hours in upper level courses planned with the adviser.

Requirements for the M.A. Degree:

Requirements for Admission. General requirements for graduate work are given on page 43.

Students who do not have an undergraduate major in French or Spanish may be required to take additional undergraduate courses before being admitted to the M.A. program. The student must have a 3.0 grade point ratio over the last two years of undergraduate work attempted, or a total score of 1000 on the Graduate Record Examination. All applications must be approved by the Department of Foreign Languages.

Program Requirements For a master's degree in French or Spanish, the following are required:

1. Reading proficiency in a second foreign language.
2. Satisfactory completion of a written comprehensive examination, based upon a reading list provided by the department, on French language and literature or Spanish and Spanish-American language and literature. Portions of the comprehensive examination must be written in the foreign language.
3. A thesis written under the direction of an adviser and two additional professors, or an additional four (4) hours of course work.
4. Course work following one of the plans listed below:
   - Plan I
     - 45 hours plus thesis; or 49 hours.
   - Plan II
     - 31-35 hours in a second language, plus thesis; or 35-39 hours with 10-14 hours in a second language, or with 10-14 hours in another department (the courses to be approved in advance by the Department of Foreign Languages' Graduate Committee).

HUMANITIES (HUM)
The Humanities Program is an interdisciplinary curriculum that deals with the visual arts, music, literature and the culture from which they emerge. Secondary sources are used sparingly; students are encouraged to make a vigorous, personal response to specific works of art, literature, and music.

Requirements for the B.A. Degree:
The curriculum for the Humanities major comprises interdisciplinary courses in the verbal, visual, and musical arts of specified periods and cultures. Specific requirements are as follows:

1. 42-57 credits in upper level Humanities courses, with the option of up to eight hours being substituted from among the following four courses: ANC 321, ANC 352, ANC 421, ANC 423.
2. HUM 491, a senior essay, four credits.
3. Nine credits in the creative or performing arts.

Requirements for the B.A. Degree in Humanities Education:
A program designed to prepare secondary school Humanities teachers is available through the College of Education. For requirements, see the College of Education, page 70.

Requirements for the M.A. Degree In Humanities Education:
A graduate program leading to a M.A. degree in Humanities Education (HUE) is available. For requirements, see the College of Education, page 76.

LIBERAL STUDIES (ALA)

Requirements for the B.A. Degree:
The Liberal Studies Degree is conceived to fulfill the intent of the traditional Liberal Arts degree and is offered for students who require a broad academic approach for realization of their conceived academic or pre-professional goals.

For admission to the program, the student must (1) have a minimum of 30 (to a maximum of 120) quarter hours, (2) have a minimum Grade Point Average of 3.0 at time of admission, and (3) submit a written proposal explaining the student's special academic circumstances and goals for which this major is appropriate.

Core Curriculum (16 hours minimum)
- ALA 301
- ALA 491
- (and 2 of the following three courses)
- ALA 311
- ALA 313
- ALA 483

In addition, the student must complete the General Distribution Requirements and four quarters of a foreign language. The
remaining 88 quarter hours will be devoted to disciplinary study in the Liberal Arts disciplines. When admitted to the program, the student will formulate, in collaboration with the program director, a program of studies to be pursued toward his or her particular academic goals.

**LINGUISTICS (ANL/ENL/FLL/LIN)**

Linguistics is primarily an upper-level and graduate discipline with strong interdisciplinary concerns. Undergraduates interested in Linguistics must elect one of the three combined majors described below. Graduate students may elect complete specialization in the program leading to the Master of Arts degree in Linguistics.

Students interested in Linguistics are urged to acquire a broad language background in their undergraduate programs, especially if they intend graduate study. A classical language (Latin, Greek, Hebrew) or a non-Western language is strongly recommended in addition to any modern European language(s) the student may have studied. Also, prospective graduate students are advised that good foundations in Mathematics (MTH 309 and PHI 509 are especially recommended), computer programming, statistics, and experimental design and methodology may be very valuable. All programs for any of the three majors leading to the baccalaureate degree described below must be approved by an adviser from both of the disciplines concerned.

**Requirements for B.A. Degrees:**

1. **Anthropology-Linguistics Major (ANL).** This sequence is designed for students who are particularly interested in the role of language in human behavior and cultural development.

   **Required Core Courses (43 cr. hrs. minimum)**
   - ANT 201 (4) ANT 401 (3-6) ANT 461 (4)
   - ANT 311 (4) ANT 431 (3-6) ANT 491 (4)
   - ANT 321 (4) ANT 331 (4) or LIN 301* (4)
   - ANT 331 (4) ANT 441 (3-6) LIN 401 (4)

   **Required Supporting Courses**
   - LIN 321 (4)
   - LIN 431 (4) LIN 441 (4) SSI 301 (4) LIN 405 (4)
   - LIN 431 (4) PHI 531 (4) PHIL 531 (4) SPE 503 (5)
   - LIN 431 (4) ENG 477 (5) ENG 475 (5)

   *One section of LIN 301 is for Anthropology majors and requires ANT 201 as a prerequisite.

2. **English-Linguistics Major (ENL).** This sequence is designed for students who are especially interested in the role of linguistic studies in problems of English grammar, composition, and literary structure and style.

   **Required Core Courses (45 cr. hrs.)**
   - ENG 300 (5)
   - ENG 301 (5)
   - ENG 302 (5)
   - ENG 310 (5)
   - ENG 350 (5)
   - ENG 402 (5)
   - ENG 475 (5)
   - ENG 476 (5)
   - ENG 477 (5)
   - ENG 478 (5)

3. **Foreign Language-Linguistics Major (FLL).** This sequence is designed for students who are especially interested in the role of linguistic studies in problems of grammar, composition, and literary structure and style.

   **Required Core Courses**
   - LIN 301 (4) LIN 401 (4) LIN 405 (4)

   **Required Supporting Courses (8 cr. hrs. minimum from the following group)**
   - LIN 321 (4) ANC 373 (2) PHI 531 (4)
   - LIN 431 (4) ANT 401 (3-6) SPE 503 (5)
   - LIN 441 (4) ENG 477 (5)

   Plus one of the following five sequences:

   **I.** French (24 cr. hrs.)
   - FRE 301 (4) FRE 401 (4) FRE 405 (4)
   - FRE 303 (4) FRE 403 (4) FRE 406 (4)

   **II.** German (24 cr. hrs.)
   - GER 301 (4) GER 401 (4) GER 405 (4)
   - GER 303 (4) GER 403 (4) GER 406 (4)

   **III.** Italian (24 cr. hrs.)
   - ITA 301 (4) ITA 401 (4) ITA 405 (4)
   - ITA 303 (4) ITA 403 (4) ITA 406 (4)

   **IV.** Russian (24 cr. hrs.)
   - RUS 301 (4) RUS 401 (4) RUS 405 (4)
   - RUS 303 (4) RUS 403 (4) RUS 406 (4)

   **V.** Spanish (24 cr. hrs.)
   - SPA 301 (4) SPA 401 (4) SPA 405 (4)
   - SPA 303 (4) SPA 403 (4) SPA 406 (4)

   Students wishing to combine two foreign languages and linguistics must take one of the above sequences as the first language and the sequence 301, 303, 401, 403 (prefix determined by language selected), plus any phonetics, stylistics, or history of the language courses offered for that language. Students who intend to do graduate work are strongly urged to consider Latin or Classical Greek as a second language. Students may also elect a non-Western language as a second language; six quarters satisfies the requirements for one of these. The Linguistics core course requirements remain the same as for a single foreign language.

**Requirements for the M.A. Degree:**

**Requirements for Admission.** Undergraduate majors generally regarded as appropriate foundations for graduate study in linguistics (LIN) are: anthropology, English, a foreign language, linguistics, and speech communication; however a student with a baccalaureate degree in any discipline is eligible. In addition to the general requirements of the University, an applicant must have an academic average of B in all of his major courses and a combined score on the Graduate Record Examination (a minimum of 500 of the total must be earned on the verbal portion). If a student’s undergraduate preparation has not included suitable introductory courses in general or descriptive linguistics and phonetics, he will be required to remedy the deficiencies by taking LIN 301, LIN 401, LIN 405, and SPE 503. (A maximum of 8-credit-hours earned in these courses may be applied toward the degree requirements, except that graduate credit will not be given for LIN 301.) The undergraduate study of one or more foreign languages, especially a non-Western language, is strongly encouraged.

**Course Work.** An M.A. degree in linguistics requires a minimum of 48 hours of course work. All students must satisfy the core requirements which constitute a minimum of 28 hours. The remainder of the course work may be taken in linguistics courses, or closely related courses in other departments, notably Anthropology, Ancient Studies, Education, English, Foreign Languages, Philosophy, Psychology, Sociology, and Speech
Communication. The student may elect to take all of these remaining courses in one such department, or he may take them in several departments, but each program must be planned with and approved by the Linguistics' adviser, who may make appropriate substitutions when he deems this educationally advisable.

Core Requirements (28 cr. hrs. minimum)
LIN 600 (2)        LIN 621 (4)
LIN 601 (4)        LIN 699 (minimum of 2 units
LIN 602 (4) must be earned)
LIN 611 (4)
Plus one course from each of the following two groups:

Group A
Group B
LIN 612 (4)        LIN 623 (4)
ENG 687 (5)        LIN 633 (4)

Foreign Language Requirement. The foreign language requirement is regarded as an integral part of the M.A. program in Linguistics, and students must demonstrate a proficiency in one foreign language for the degree. However, students who intend to concentrate in historical-comparative linguistics will be expected to bring to the program an extensive undergraduate background in foreign languages, or else to remediate the deficiency after admission. Students who intend to concentrate their work in general-descriptive linguistics or other sub-specialties will have wide latitude in their choice of a foreign language to satisfy the requirement, and the study of a non-Western language is strongly encouraged. The choice of a language and the method for satisfying the proficiency requirement (e.g., course work, examination, etc.) will be determined on an individual basis by the student and his thesis committee.

Other Requirements. The student will present an acceptable thesis in the field of linguistic studies (from 2 to 8 hours credit are granted for this project through registration for LIN 699; see above under course work requirements). In addition, the student must pass a comprehensive examination in linguistics, both oral and written. If a student has elected to take as many as eight hours of course work in a department other than Linguistics in his program, then his examination will cover material from those courses also.

The following courses taught in other departments are also linguistics courses, or are closely related to linguistics:
ANC 373          ENG 476          GER 513          SPE 503
ANT 401          ENG 477          GER 601          SPE 511
CLY 580          ENG 616          PHI 531          SPE 603
CLY 623          ENG 686          PSY 441          SPE 611
EDT 431          ENG 687          SPA 403          SPE 612
EDT 631          FRE 403          SPA 501
EDX 649          FRE 601          SPA 601

Descriptions of these courses may be found under the appropriate departmental heading.

MASS COMMUNICATIONS (COM)

Mass Communications offers a number of courses, essentially liberal arts in approach. They introduce students to the theories, principles, and problems of communications, emphasizing the concept of freedom of information as the cornerstone of Constitutional Democracy and preparing students for future leadership rather than yeoman roles in communications media. Graduates should understand the structure and functions of mass media systems as well as the basic processes of communication. In addition, students specialize in an area of mass communications (advertising, broadcasting, film, magazines, newspaper, public relations, or visual communications) to blend a strong introduction to professional skills with the theoretical orientation.

majors seeking careers in the mass media will be directed to the various media with which the department maintains close contact for summer internships and parttime work.

Requirements for the B.A. Degree:

To be admitted to the core curriculum in Mass Communications, students must have completed 75 hours with a 2.5 minimum Grade Point Average, and English 101, 102, and 103 with a minimum grade of "C" in each. Both courses in the Mass Communications core curriculum (COM 302 and COM 303) must be completed with a minimum grade of "C" before any other COM-prefix course may be taken. A 2.5 GPA in Mass Communication courses is required for graduation, and no grade lower than "C" in Mass COM-prefix courses may be used toward graduation.

A required core curriculum, "Writing for the Mass Media" (COM 302) and "Mass Communications and Society" (COM 303), and a balance between required and recommended courses in the major sequence offers students a guided set of essential courses plus a number of options of their own choosing. Majors will take approximately 72 hours of electives outside the department in addition to the 60-hour University distribution requirements. Students will be encouraged to use a substantial number of their electives in courses which support their major.

Required are 8 hours in the Mass Communications core curriculum (COM 302 and COM 303) and 40 hours in a major sequence—20 hours specified and 20 hours to be selected from a restricted list of options—for a minimum and maximum of 48 hours in COM-prefix courses within the 180-hour degree requirement. Certified typing ability of 25 words per minute is a prerequisite for admission to the department.

The departmental sequence requirements are:

Departmental Core Curriculum (8 cr. hrs.)
COM 302 (4) COM 303 (4)

Sequence Requirements (20 cr. hrs.)
Sequence Selections (20 cr. hrs.)

I. Advertising Requirements
COM 311 (4) COM 313 (4) COM 414 (4)
COM 312 (4) COM 341 (4)

Selective Requirements
COM 314 (4) COM 371 (4) COM 403 (4)
COM 330 (4) COM 375 (4) COM 449 (4)
COM 361 (4) COM 376 (4) COM 500 (4)

II. Broadcasting Requirements
News Track
COM 330 (4) COM 362 (4) COM 465 (4)
COM 361 (4) COM 403 (4)

Selective Requirements
COM 331 (4) COM 400 (4) COM 463 (4)
COM 334 (4) COM 435 (4) COM 500 (4)
COM 363 (4) COM 449 (4)

Programming and Production Track
COM 311 (4) COM 368 (4) COM 468 (4)
COM 361 (4) COM 465 (4)

Selective Requirements
COM 312 (4) COM 353 (4) COM 371 (4)
COM 313 (4) COM 354 (4) COM 461 (4)
COM 314 (4) COM 355 (4) COM 462 (4)
COM 341 (4) COM 364 (4)

III. Film Requirements
COM 354 (4) COM 452 (4) COM 457 (4)
COM 451 (4) COM 456 (4)

Selective Requirements
COM 353 (4) COM 371 (4) COM 455 (4)
COM 355 (4) COM 450 (4) COM 458 (4)
COM 356 (4) COM 453 (4) COM 554 (4)

IV. Journalism Requirements
News-Editorial Track
COM 330 (4) COM 403 (4) COM 435 (4)
COM 331 (4) COM 433 (4)

Selective Requirements
COM 321 (4) COM 372 (4) COM 434 (4)
COM 334 (4) COM 375 (4) COM 439 (4)
COM 371 (4) COM 376 (4) COM 500 (4)
**PHILOSOPHY (PHI)**

**Requirements for the B.A. Degree:**

The philosophy program includes five major areas of study: (1) logic and scientific method, (2) history of philosophy, (3) theory of knowledge, (4) theory of reality, and (5) theory of value. Majors in philosophy must complete at least 45 credit hours in the program, with the following courses required: from area (1)—PHI 301, 302, 303; from area (2)—PHI 333, 334, and 335. In addition, all majors who are going to graduate school in philosophy are urged to take at least one course in the three remaining major areas of study. All majors must take at least nine credits above the 413 level, including two seminars. No more than two of PHI 301, 311, 317 will be counted toward the major.

**Honors Program**

The Department of Philosophy offers the philosophy major the opportunity of participating in the Philosophy Department Honors Program. A student may graduate with departmental honors if he/she: (1) is accepted by the department as an honors candidate, (2) completes four honors courses with a grade point average of 3.5 or better, and (3) completes the courses necessary for a philosophy major with a grade point average of 3.2 or better. The four honors courses will consist of three upper-level courses in which the student attends regular class sessions but makes arrangements with the instructor for additional work. The student will receive additional credit for honors work by enrolling for one hour of directed study for each course taken as an honors course. The fourth honors course will be a research project, and the student will enroll for the project under PHI 481.

**Requirements for the M.A. Degree:**

*Requirements for Admission.* For admission the student must have a B average in Philosophy at the undergraduate level, have a score of at least 1000 on the GRE, and have completed the equivalent of PHI 303, 333, 334, and 335. No credit toward the M.A. degree will be given for courses outside the Department of Philosophy without the approval of the Graduate Program Director and the Department Chairperson.

*Program Requirements.* The following comprise the degree requirements in Philosophy, in addition to the general requirements for graduate work as specified on pages 43-47:

1. Reading knowledge of a foreign language approved by the student's adviser.
2. A written comprehensive examination.
3. A thesis or thesis-type paper, written under the direction of an adviser assigned by the Department Chairperson, and approved by the student's supervisory committee.

**RELIGIOUS STUDIES (REL)**

In Religious Studies, students are afforded a variously dimensioned field of study which hopefully facilitates an educated person's understanding of his presuppositions on the meaning of life, the nature of the religious-social milieu in which he lives, and the religious dynamic in human history. It also aims toward an understanding of the religious thought and life-styles of people possessing religious heritages other than the Judeo-Christian heritages.

Majors in Religious Studies will find, in addition, courses designed to give depth in certain areas of religious investigation and to supply language tools and critical analysis methods which will prepare them for advanced graduate study.

**Requirements for the B.A. Degree:**

A total of 49 credit hours are required for a major chosen from Religious Studies courses (REL).

Of the 49 hours required for a major in Religious Studies, twelve hours may be selected from the following extra-departmental courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Course</th>
<th>Credits</th>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANC 341</td>
<td>3</td>
<td>ANC 441</td>
<td>3</td>
<td>PHI 333</td>
<td>4</td>
</tr>
<tr>
<td>ANC 342</td>
<td>3</td>
<td>AST 371</td>
<td>5</td>
<td>PHI 341</td>
<td>4</td>
</tr>
<tr>
<td>ANC 343</td>
<td>3</td>
<td>BIO 256</td>
<td>4</td>
<td>PHI 409</td>
<td>4</td>
</tr>
<tr>
<td>ANC 441</td>
<td>3</td>
<td>HTY 361</td>
<td>4</td>
<td>PHI 521</td>
<td>4</td>
</tr>
<tr>
<td>ANC 442</td>
<td>3</td>
<td>PHI 301</td>
<td>4</td>
<td>SOC 373</td>
<td>4</td>
</tr>
</tbody>
</table>

With departmental approval, students may make other course substitutions for the extra-departmental courses listed above.

**Selective Requirements**

<table>
<thead>
<tr>
<th>Track</th>
<th>Magazine Track</th>
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<th></th>
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<tbody>
<tr>
<td></td>
<td>COM 320 (4)</td>
<td>COM 321 (4)</td>
<td>COM 322 (4)</td>
<td>COM 323 (4)</td>
</tr>
</tbody>
</table>

*Note: There is a Mass Communications-English Education (MCE) major available through the College of Education (see page 70 for further information).*
Each student's program must be planned with a faculty adviser in Religious Studies, who may make appropriate course substitutions when such changes are academically advisable.

**Ancient Studies**

Within the Department of Religious Studies there is also a sequence of courses in Ancient Studies. This sequence provides a program for students interested in the civilizations of the Ancient Mediterranean and Middle East.

The sequence in Ancient Studies requires 52-54 credits (of which 37 credits must be in Religious Studies courses). The prerequisite is normally two years of high school Latin or one year of college Latin. (The latter can be taken concurrently with other required courses but without credit toward it. It can be waived in special cases with the consent of the coordinator.)

**Recommended courses:**

Two ancient languages

ANC 321 (5) ANC 423 (4) CLS 351 (4)
ANC 352 (3) ANC 427 (4)
ANC 421 (4) ANC 429 (4)

The sequence of Ancient Studies courses is to be arranged in consultation with the coordinator of the sequence and approved by the department chairperson.

**SPEECH COMMUNICATION (SPE/ENS/STA)**

The speech communication curriculum provides courses for all students interested in increasing their understanding and skills in human communication. It offers a major program in Speech Communication (SPE) and two combined major programs: Speech Communication-English (ENS) and Speech Communication-Theatre (STA).

**Requirements for the B.A. Degree:**

A major in speech communication requires a minimum of 45 credits in SPE courses. A combined Speech Communication-English major, intended primarily for those preparing to teach in secondary schools, requires 65 credits in the combined areas and five credits in theatre. A combined Speech Communication-Theatre major requires 69 credits in the combined areas.

The major requirements for all three speech communication sequences are as follows:

| SPE 201 (5) | SPE 363 |
| SPE 203 (5) | or 365 (5) |
| SPE 321 (5) | SPE 491 (5) |

**Speech Communication Sequence (SPE)**

The major requirements as listed above, and 20 hours of speech communication electives in 300-level courses or above. (A maximum of 10 elective credits may be taken in any given speech communication area. These areas include: Rhetoric and Communication Theory, Oral Interpretation, and Speech Science. The remaining credits must be taken in one or more of the other speech communication areas.) Within the 20 credits of speech communication electives, no more than a total of six hours may be counted toward the major from the following two-hour courses: SPE 320, 322, 360, and 366.

Further study in any of the three areas beyond the minimum 45 hours and within the maximum 60 hours is strongly encouraged.

**Speech Communication-English Sequence (ENS)**

The requirements as listed above, and 10 credits of speech communication electives in 300-level courses or above. Within the 10 credits of speech communication electives, no more than a total of four credit hours may be counted toward the major from the following two-hour courses: SPE 320, 322, 360, and 366. English requirements as listed below:

| Two courses from the following: |
| ENG 300 (5) | ENG 310 (5) | ENG 312 (5) |
| ENG 301 (5) | ENG 311 (5) | ENG 313 (5) |

**Speech Communication-Theatre Sequence (STA)**

The major requirements as listed above, and 10 credits of speech communication electives in 300-level courses or above. Within the 10 credits of speech communication electives, no more than a total of four credit hours may be counted toward the major from the following two-hour courses: SPE 320, 322, 360, and 366. Theatre requirements as listed below:

| Two courses from the following: |
| TAR 201 (2) | TAR 212 (3) | TAR 213 (3) |
| TAR 211 (3) |
| Two courses from the following: |
| TAR 311 (4) | TAR 431 (4) | TAR 437 (4) |
| TAR 339 (3) | TAR 434 (4) |
| Two courses from the following: |
| TAR 312 (3) | TAR 361 (4) | TAR 411 (4) |
| TAR 314 (3) | TAR 365 (4) |
| TAR 321 (4) | TAR 410 (4) |

Plus one additional course from either of the above tracks.

**Requirements for the M.A. Degree:**

**Requirements for Admission.** In addition to the general requirements of the University, an applicant must have: (1) a baccalaureate degree in Speech or related fields from an approved college or university (2) a B average or better in all work attempted during the last two years of undergraduate work or a total quantitative-verbal GRE score of 1000 or higher. All prospective M.A. candidates must take the GRE whether or not they have the minimum of B average, (3) review by the Department of Speech Communication graduate committee, (4) approval by the department chairperson.

**Course Work.** A Master of Arts degree in Speech Communication requires 45 credit hours of course work distributed in the following manner: 15 hours of Rhetoric and Communication Theory, 10 hours in Oral Interpretation of Literature, 5 hours of Speech Science, 5 hours of research and bibliography, and 10 hours of electives. (Electives in related areas must be approved by the candidate's major professor and the departmental graduate committee.)

For graduate SPE electives, students may substitute two courses acceptable for graduate credit in related areas, subject to approval by the Department of Speech Communication.

**Examinations.** Each student is required to pass a written comprehensive examination. An oral examination is also required for students selecting the thesis option.

**Other Requirements.** Each student will select one of the plans listed below. Successful completion of one of the following plans is in addition to the 45-quarter-hour requirement: competency in the selected plan to be determined by the candidate's supervisory committee.

Plan A—An extended critical or analytical paper (thesis) in the field of Speech Communication studies. (SPE 699)

Plan B—Three courses (or 12 credits) in Speech Communication and/or other academic disciplines if part of an approved planned sequence. If this plan is elected, students are ordinarily expected to follow a sequence of courses that either deepens their competency in a speech communication area or in a related academic discipline or in a research tool area such as computer sciences, foreign languages, linguistics, or statistics.
The College of Business Administration offers courses of study leading to both undergraduate and graduate degrees. These programs are designed to prepare individuals for business and government careers, and graduate education.

The undergraduate curriculum leads to a Bachelor of Arts degree. Programs in Accounting, Economics, Finance, Management, Marketing and General Business Administration (an interdisciplinary business curriculum) are structured to accomplish the following objectives:

1. Give the student a broad foundation in general and liberal education, a thorough grounding in basic business courses, and some specific competence in at least one significant functional area of economics, business, or administration.
2. Strengthen students' powers of creative, independent analysis, and sensitivity to social and ethical values.

**BACCALAUREATE LEVEL DEGREE PROGRAMS**

**General Requirements for Degree**

Satisfactory completion of 180 academic quarter hours. Of the 180 hours, Business course credits may vary from a minimum of 87 to a maximum of 100. Consequently, non-Business course credits may vary from a maximum of 93 to a minimum of 80. The variance depends upon the major field chosen and the mixture of General and Business Electives. If the student enters USF as a freshman, the requirements for graduation are:

<table>
<thead>
<tr>
<th>Quarter Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. General Distribution Courses: (see page 32), Minimum of 8 hours in each of five areas.) 60</td>
</tr>
<tr>
<td>2. Business Core: Accounting 201, 202, 300 9</td>
</tr>
<tr>
<td>Computer Applications: GBA 333 3</td>
</tr>
<tr>
<td>Economics 201, 202, 301 13</td>
</tr>
<tr>
<td>Finance 301 5</td>
</tr>
<tr>
<td>Law: GBA 361 5</td>
</tr>
<tr>
<td>Management 301 5</td>
</tr>
<tr>
<td>Marketing 301 5</td>
</tr>
<tr>
<td>Statistics: Ecn 231, 331 8 53</td>
</tr>
<tr>
<td>3. Major Area:* 20-36</td>
</tr>
<tr>
<td>4. General Electives: (Non-business Courses) 20-33</td>
</tr>
<tr>
<td>5. Business Electives 7-20</td>
</tr>
<tr>
<td>TOTAL 180</td>
</tr>
</tbody>
</table>

*An average of 2.0 must be achieved in major field for a student to be certified for graduation.

Note: College Level Examination Program (CLEP) may be substituted for course work in the General Distribution area and some courses in the Business Core. For specific details see page 38.

**Admission to College Programs**

**Undergraduate Programs**

New students and students currently enrolled at USF, with a grade point average of 2.0 or higher, may be admitted to the College by (1) attending a college orientation, (2) filing a signed declaration of major form with the undergraduate studies office.

**Transfers from Junior/Community Colleges:** Junior/community college students should complete the program of general education as required by the junior/community college. Certification to this effect will be accepted as fulfilling the general distribution requirements of the University of South Florida.

Furthermore, they should follow the business parallel program indicated in their junior/community college catalog to assure graduation from the University of South Florida in minimum time. Should the junior/community college catalog not specify pre-business courses, we recommend that students take two semesters of mathematics; two semesters of economics; two semesters of accounting, and one semester of statistics while still at the junior/community college.

Business is requiring more and more analytical functions of its management-level personnel each year. Since one of the most basic analytical tools is mathematics, more higher mathematics is being required as a prerequisite for business courses. The student therefore is encouraged to complete more than the minimum mathematics requirements and to add beginning calculus to his curriculum at the junior/community college. All transfer students, particularly those not pursuing the parallel program, should note that a maximum of nine quarter hours of credit will be allowed for courses taken at junior/community colleges which are available only as 300 and 400 level courses in the College of Business Administration at USF and only five hours of such courses may be accepted in the major area.

**Transfer students from Other Colleges and Universities:** Transfer credit ordinarily will be accepted from accredited institutions in the amount earned, however, all hours earned may not always be applied towards graduation. Individual courses will be evaluated and appropriately credited toward requirements in the student's program at the University of South Florida.

**Student Advising and Records**

The Undergraduate Studies Office provides the following services for College of Business Administration students:

1) Academic advising and program information for all undergraduates.
2) Orientation for all students applying for admission to the College of Business Administration. Such orientation is mandatory prior to acceptance.
3) Registration, drop/add, and general College of Business Administration and University policy information for College of Business students, both graduate and undergraduate.
4) Evaluation of transcripts of transfer students and maintenance of academic advising records on all admitted students.

GRADUATE LEVEL DEGREE PROGRAMS

The College of Business Administration at USF offers a number of graduate programs, including the Master of Business Administration, Master of Accountancy, Master of Arts degree in Economics, and Master of Science degree in Management. Evening and day courses are scheduled in such a way as to allow either part-time or full-time students to complete all program requirements within a reasonable length of time.

Applicants to graduate programs in the College of Business Administration should apply directly to the University Graduate Admissions Office and must meet the University requirements for admission (see pages 43-44). Applicants are expected to demonstrate the ability to perform successfully in graduate studies in business.

Admissions

Admission to the graduate programs in the College of Business Administration is open to qualified men and women holding an undergraduate degree in arts, letters, science, humanities, engineering, or business from an accredited institution in the United States or from a recognized academic institution in a foreign country. In making admission decisions, the College does not favor any particular academic discipline nor does it make any distinction between applicants with experience and those coming directly from an academic program. The important factors besides the GMAT (Graduate Management Admission Test) and GPA (Grade Point Average) are the applicant’s motivation in undertaking graduate work and the degree of focus in the applicant’s career plans for the future.

All applicants are expected to demonstrate the ability to perform successfully in graduate studies. To be admitted all students must furnish:
2. Acceptable undergraduate grade point averages. Candidates offering grade point averages less than 3.0 (B) are expected to achieve higher than normal scores on admission tests.
3. Three letters of recommendation.

Students interested in specific programs within the college should contact the appropriate graduate studies adviser:

M.B.A.—Assoc. Dean Charles A. McIntosh, Jr., Director of Graduate Studies.
M.Acc.—Assoc. Prof. Jack L. Smith.
M.A. degree in Economics—Prof. Howard S. Dye.
M.S. degree in Management—Asst. Prof. Ruth M. Walsh

Special Students

See “Special Students” paragraph in Graduate Studies Section (page 44) for general instructions. The College of Business Administration will accept no more than nine hours of credit earned as a Special Student, to satisfy degree requirements, without the written permission of the Director of Graduate Studies in the College.

Academic Standing

All Masters candidates are expected to maintain a cumulative grade point average of 3.0 (B) throughout their program. Failure to maintain the B average places the student on academic probation. Any student on academic probation for two consecutive quarters is subject to dismissal. The part-time student must earn a cumulative 3.0 (B) average in the first 12 credit hours of graduate study, otherwise will be subject to dismissal.

Supporting Programs

Two significant programs support College academic activities. The Center for Urban Economics and Management Studies (CUEMS) serves as a research and service arm to supplement and expand the academic programs, particularly in relation to the urban thrust of the College. Studies, conferences, and other projects are presented in cooperation with business, government, and other educational units.

The Center for Economic Education (CEE) is sponsored and administered in conjunction with the College of Education. The objective is to raise the level of economic understanding of Floridians. Working in cooperation with the Joint Council on Economic Education, the Florida Council, other State organizations, and regional public schools, programs for K-12, as well as adult education programs, have been developed as primary vehicles for this effort.

PROGRAMS AND CURRICULA

BUSINESS ADMINISTRATION (BA/MBA)

General Business Administration (GBA)

Students with special objectives and career interests have the opportunity to develop an undergraduate program to meet these needs. Working closely with a faculty adviser, students may design an approved plan of study which will contain 34 to 47 hours of Business courses beyond the undergraduate Business Core. No more than 16 hours of these courses may be in any single business discipline. The program shall also contain such non-business electives as will contribute to the academic objectives of the student.

The Master of Business Administration*

The Master of Business Administration degree program is designed to enable persons with diverse backgrounds to develop the skills and insights essential for management personnel in business and not-for-profit organizations. Built into the program is the flexibility to meet the needs of students with backgrounds in engineering, the sciences, and the humanities, as well as those with undergraduate training in administration.

The learning environment blends work in structured situations where students gain command of analytical techniques.

* The course structure in the M.B.A. program is undergoing modifications that could affect some of the courses and length of program. Please correspond with the Director of Graduate Studies, College of Business Administration, for current status.
M.B.A. with Emphasis in Marketing

Students wishing to concentrate their studies in Marketing should enroll in the M.B.A. program. The nine credit hours of elective course work can include studies in consumer behavior, physical distribution system and channels, promotion and advanced marketing research. Other areas of marketing can be undertaken on an independent study basis. No thesis is required.

ACCOUNTING (ACC)

The Accounting program offers students the opportunity to enter directly into the fields of professional accounting, management accounting, and governmental accounting. The professional accounting option prepares the student for a career in public accounting, the management accounting option prepares the student for a career in manufacturing, retailing, and/or service organizations, and the governmental option prepares the student for a career in federal, state and/or local government. Departmental advisers will assist student in designing programs to meet specific career objectives.

Requirements for the B.A. degree

Students admitted to this program must complete 24-36 credits in upper level accounting, 53 credits in the Business Core and 10-23 credits in Business electives. Students who are admitted to the program should take either GBA 371, Business Communications or ENG 350, Advanced Expository Writing.

Accounting courses taken by accounting majors on an S/U basis will not be counted toward the 180 hour graduation requirement.

Required Accounting Courses (24-36 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ACC 301</td>
<td>(4)</td>
</tr>
<tr>
<td>ACC 303</td>
<td>(3)</td>
</tr>
<tr>
<td>ACC 421</td>
<td>(4)</td>
</tr>
<tr>
<td>ACC 302</td>
<td>(4)</td>
</tr>
<tr>
<td>Plus 9-21 credits from the following:</td>
<td></td>
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<tr>
<td>ACC 401</td>
<td>(3)</td>
</tr>
<tr>
<td>ACC 411</td>
<td>(4)</td>
</tr>
<tr>
<td>ACC 423</td>
<td>(4)</td>
</tr>
<tr>
<td>ACC 402</td>
<td>(3)</td>
</tr>
<tr>
<td>ACC 412</td>
<td>(3)</td>
</tr>
<tr>
<td>ACC 425</td>
<td>(3)</td>
</tr>
<tr>
<td>ACC 405</td>
<td>(4)</td>
</tr>
<tr>
<td>ACC 422</td>
<td>(3)</td>
</tr>
</tbody>
</table>

Accounting majors must earn a 'C' grade in each of the sequential upper-level accounting courses before being allowed to go on to the next course. i.e., ACC 301, 302, 303; ACC 411, 412, etc.

Students wishing to qualify to take the CPA examination in the State of Florida must have earned a minimum of 27 credits in upper-level accounting courses.

Any further questions concerning the CPA examination should be directed to the faculty of the Department of Accounting.

Requirements for the Master of Accountancy Degree (M.Acc.)

The Master of Accountancy Program is designed to meet the increasing needs of business, government, and public accounting for persons who have professional training in accounting as well as background in such areas as quantitative methodology, economic analysis, and management science.

For the student who has the equivalent of an undergraduate major in accounting, the program consists of approximately 48 quarter hours. A minimum of 18 quarter hours (and not more than fifty percent) of the program is devoted to the study of professional accounting. Another 18 quarter hours of the program consists of study in the related areas of financial management, economics, management science, and quantitative decision models. The remaining 12 quarter hours of the program course work is elected by the student in consultation with his graduate school adviser. Elective courses taken in the area of accounting may not exceed six (6) quarter hours.

Admission is open to any student who has a baccalaureate degree and meets the College of Business Administration graduate requirements. Applicants for the Master of Accountancy
Program must submit a score of 475 or higher on the Graduate Management Admission Test (GMAT) and at least a 3.0 grade point average (B) in all work attempted while registered as an upper division student working for a baccalaureate degree. Students who do not have the equivalent of an undergraduate degree in accounting will be required to take additional courses. The number of additional courses deemed necessary will depend on the academic background of the individual student.

Required courses are:

**Accounting Courses**, (18 cr. hrs.)

- ACC 605 Development of Accounting Thought (3)
- ACC 606 Contemporary Accounting Theory (3)
- ACC 607 Systems Theory and Quantitative Applications (3)
- ACC 611 Federal Tax Research and Planning (3)
- ACC 621 Managerial Cost Analysis and Control (3)
- ACC 623 Ethics and Responsibility in Professional Accountancy (3)

**Business Courses** (18 cr. hrs.)

- GBA 603 Quantitative Methods I (3)
- GBA 605 Quantitative Methods II (3)
- MAN 602 Administrative Decision Processes (3)
- ECN 607 Aggregate Economics (3)
- FIN 601 Financial Management (3)
- — 6XX Economics or Finance Elective (3)

**Electives**

(At least six quarter hours must be in non-accounting courses) (12)

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**ECONOMICS (ECN)**

Economics is one of the vital disciplines investigating the complex problems and relationships in modern society. Indeed, the very breadth of economics has led to major areas within the discipline, including labor economics, international economics, urban and regional economics, monetary economics, public finance, industrial organization, comparative economic systems, and the like. Students are grounded in economic theory and economic statistics to facilitate the investigation of the problems of human behavior, decision-making, and organizational effectiveness in these problem areas. Students majoring in economics are encouraged to supplement their programs with courses in other business and social science subjects. Management, finance, marketing, accounting, political science, psychology, sociology, and others contribute greatly to an enriched plan of study. A student may plan the best possible program to help him achieve his particular career objectives.

Similarly, a variety of courses in economics are designed to permit students majoring in other disciplines to acquire the skills and insights provided in economics. The department offers students in other colleges the opportunity to take a minor concentration in economics. The only required courses are ECN 201 and 202 and twelve (12) additional hours of economics courses.

**Requirements for the B.A. Degree:**

A student may earn a Bachelor of Arts degree with a major in Economics by completing satisfactorily the Business Core of 53 hours, 26 to 28 hours of upper level Economics courses, and 6 to 23 hours of Business Electives.

The Economics courses required are:

- ECN 302 (5)
- ECN 303 (5)
- ECN 400 (5)
- Plus 16 to 18 hours of other upper level Economics courses.

Students are encouraged to select 300 level courses in several of the applied areas during their junior year. The remaining Economics electives may be selected from those 300 and 400 level courses that provide the type of program that best suit the student's interests and objectives. Additional flexibility in pursuing these interests is provided by the ECN 481 and ECN 497 courses. However, not more than 10 hours of credit may be earned in ECN 481 and ECN 497.

Students interested in majoring in economics are encouraged to contact the Academic Advisers for more information about the program. In addition, the department maintains a file describing the varied career opportunities for Economists in business, government and education.

**Requirements for the M.A. Degree:**

Applicants should submit results of the Graduate Record Examination Aptitude Test and meet other University requirements specified on pages 43-44. The primary requisites for success in graduate study are strong motivation, aptitude, and basic intellectual ability. An undergraduate major in economics is not required but a sound background in economic theory, mathematics, and statistics will permit completion of the master's program in the normal time span of one year.

The Master of Arts degree in Economics permits students to select one of three approaches. The first emphasizes terminal professional training to prepare the student for decision making and problem solving roles in business and other organizations. The second approach prepares the student for doctoral work and teaching in secondary and junior college educational institutions. In the third approach, students may emphasize public sector economics. The primary objective here is to provide the skills necessary for the performance of economic analysis and policy formulation in the public sector — particularly at state and local levels. The fields of economics stressed are public economics, urban economics, and industrial organization. Particular attention is devoted to such topics as planning, programming, budgeting, cost-benefit analysis, public revenue sources, issues in fiscal federalism, techniques of income redistribution, models of urban growth and development, intra-urban location patterns, analysis of urban social patterns and problems, anti-trust and other forms of government regulation businesses.

All three approaches involve preparation in economic theory and quantitative methods. Students in the professional programs then supplement these skills with courses in applied economics. Students preparing for doctoral studies normally take additional courses in economic theory, mathematics and statistics. Students selecting public sector economics emphasize applied economics. Work in other areas, particularly the social sciences, may be an integral part of these programs. Research and the writing of a thesis may be incorporated into any of these approaches. The nature of the thesis subject indicates the area of specialization and interest.

The economics department participates in the Junior College Teaching Program jointly with the College of Education as outlined on page 80.

Students must satisfy all University requirements listed on page 47. In addition, the department requires students to complete 45 hours of graduate credit selected with the approval of the graduate adviser of the department. At least 35 hours must be in economics. Normally, these 35 hours include:

- ECN 602 (5), ECN 603 (3), ECN 605 (3), ECN 607 (3). Prior to clearance for the degree each candidate must perform satisfactorily on a comprehensive examination.

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**FINANCE (FIN)**

**Undergraduate Program in Finance**

The Finance program provides broad-gauged analytical training for students anticipating a career in the management of both large and small organizations. Students seeking a career in business or with financial institutions or careers in the field of insurance and real estate should find the finance major particularly valuable. In addition, the program is designed to provide the flexibility needed by students who seek professional degrees in areas such as law and public administration.
The Finance program offers applied and theoretical courses directed to the identification and solution of such problems as the acquisition of and allocation of scarce funds as employed by economic units under conditions of uncertainty in both the private and public sectors. Finance is an interdisciplinary approach which draws on economic theory, accounting information systems, and the quantitative decision framework of statistics and mathematics.

The required courses, for finance majors, focus on understanding the analytical tools and institutional environment for decision-makers. It includes capital budgeting, the concepts of asset and liability management, and an examination of the social and regulatory impact upon the decision-making process.

**Finance—Pre-Law**

A minimum of 20 hours of Finance courses with 14-27 hours of Business electives chosen with consent of adviser to specifically meet the needs of the student.

**Requirements for the B.A. Degree:**

Students in this program must complete 20-27 credits in upper level Finance, 53 hours of Business Core, and 14-27 hours of Business electives.

*Required Finance Courses (20-27 cr. hrs.)*

- FIN 321 (4)
- FIN 411 (4)
- FIN 421 (4)

Plus 8-15 additional credits of upper level Finance courses.

**M.B.A. With Emphasis in Finance**

Students seeking a graduate education with a concentration in the field of finance should enroll in the Master of Business Administration program. Students take the 39 credit hours of core courses required by the general M.B.A. program. The 9 elective hours will be taken in the area of finance, or a combination of finance and other approved courses. The 9 elective hours are over and above the core courses in finance (FIN 601 and FIN 602). Although a thesis is not required, graduate research projects are encouraged under FIN 681 or FIN 697. As far as possible, candidates for an M.B.A. with an emphasis in finance should take their integrative seminar (GBA 615) in the special section designated for their emphasis.

**MANAGEMENT (MAN)**

The undergraduate program provided by the Management faculty integrates knowledge in behavioral and social science, industrial relations, and quantitative and computer technology in developing an understanding of organizational theory and research. The aim is to build competence in the practice of managing groups and organizations.

To accomplish this goal, the department offers (a) a mix of lectures, management laboratories, independent research, and team activities in many courses, (b) a flexible curriculum which permits students to select a program of courses most suitable to their needs, and (c) the option of selecting more advanced courses within each area.

To assist students in making realistic course selections, descriptive material for each course is listed in this bulletin. In addition to the catalog descriptions, specific information is available in the undergraduate advising office, College of Business Administration. Listed descriptions and individual advising describe the background necessary for each course.

**Requirements for the B.A. Degree:**

Management students must take 27 credits in upper level Management, 53 credits of Business Core, 7-20 credits of Business electives.

It is strongly recommended that students include courses in Calculus, Speech, Psychology, Sociology, and Political Science in their General electives.

*Required Management Courses (27 credit hours)*

Students are required to take:

(a) at least one course from each of the four course areas listed below:

- **Area 1—Organization Behavior:** MAN 322, MAN 431, MAN 451, MAN 453.
- **Area 2—Computer and Quantitative Procedures:** MAN 312, MAN 421, MAN 471, MAN 472, MAN 473.
- **Area 3—Industrial Relations:** MAN 332, MAN 461, MAN 463, MAN 465.
- **Area 4—Integrative Policy Course:** MAN 499.

(b) Additional upper level Management courses needed to meet the requirements for graduation.

**Requirements for the Master of Science Degree in Management**

**General Description**

The M.S. (MAN) Program admits selected students from a variety of educational backgrounds who have demonstrated high motivation and excellence (or the promise of excellence) in the field of management. Participating students are chosen from practicing managers as well as those aspiring for a career in management.

The program requires that students complete the equivalent of the common body of knowledge in one of two ways: through course work in business administration disciplines shown on transcripts which are part of the application for graduate study; or through course work completed prior to the concentration in management at the graduate level.

The M.S. degree in Management is an integrated program with emphasis on special interest "sections" such as urban management or health care management. The courses and projects focus on the problems and constraints commonly examined by such managers. Other students enter a general class and may elect to take parts of their work in a variety of special interest sections.

Courses cover (i) Organizational Behavior, Assessment and Change, Manpower Development and Industrial Relations, Quantitative Methods, Information Systems, (ii) relevant topics in Finance, Accounting and Economics; and (iii) relevant electives from other departments. The normal sequencing for a class or section of students calls for eight (8) credit hours each quarter for six (6) quarters with an option for one quarter off during the last half of the program, as follows:

(i) Courses adding up to a total of six (6) credit hours. The number of different courses will depend on the number of credit hours offered in each; e.g., three (3) credit hours in each of two courses or three (3) hours in one course, two (2) hours in another and one (1) in a third course.

**Business Administration Building**
(ii) The Management Practicum for two (2) hours in which students work in teams under the direction of a faculty member.

Courses offered within the Management Department will be selected to facilitate integration and application to managerial problems. However, courses elected outside the Department of Management will be taken in the traditional format. Students are required to take at least twelve (12) credit hours outside the Department of Management of which six (6) must be in the College of Business Administration. These electives will be chosen in consultation with the section coordinator.

The normal six (6) quarter sequence would be as follows:

Quarter I  MAN courses 6 hours, MAN Practicum 2 hours 8 hours
Quarter II MAN courses 3 hours, Elective Course 3 hours, MAN Practicum 2 hours 8 hours
Quarter III  MAN courses 3 hours, Elective Course 3 hours, MAN Practicum 2 hours 8 hours
Quarter IV  MAN courses 3 hours, Elective Course 3 hours, MAN Practicum 2 hours 8 hours
Quarter V  MAN courses 3 hours, Elective course 3 hours, Field Res/ or Thesis 2 hours 8 hours
Quarter VI  MAN courses 4 hours, Field Res/or Thesis 4 hours 8 hours
TOTAL  MAN courses 24 hours, Elective Course 12 hours, Practicum/Res. 12 hours 48 hours*

All inquiries should be directed to the Graduate Adviser, Department of Management, University of South Florida.

MARKETING (MKT)

Marketing is a dynamic field with many dimensions, including product selection and planning, product distribution, pricing and promotion. Marketing poses many challenges and yields generous rewards for those meeting these challenges. Marketing operations are carried out domestically and internationally in virtually all business organizations offering a product or service. Many marketing concepts are applicable to the operations of non-profit organizations such as governmental, educational and health care institutions as well as charitable and political campaigns.

Marketing operations are the most visible links between the firm or institution and its many publics. Marketing in the end deals with people, people who are constantly changing in their needs, wants and desires; and coupled with these changing tastes is a fiercely competitive environment sustained by all the resources of a rapidly evolving technology. These forces lead to much of the challenge—to much of the dynamic nature of marketing.

The Marketing Program

The Marketing program at USF prepares students for initial entry and management positions in many areas of marketing with a curriculum that is concerned with:

1. Understanding consumer behavior and the broader environment within which the firm or institution operates;
2. Collecting, analyzing, and using information about customers, competitors, and the environment for managerial decisions;
3. Distributing products effectively and efficiently from producer to user;
4. Advertising and promoting the offerings of the firm or institution effectively;
5. Creatively and effectively managing a salesforce selling industrial or consumer goods and services; and
6. Managing retail and wholesale operations including the conceptualization, implementation and evaluation of the buying, merchandising and control functions.

Each student is strongly encouraged to set up his own plan of study with the assistance of a Marketing department faculty adviser. Such counseling can lead to a better definition of career objectives and will result in a plan of study that is consistent with each student's career objectives.

Undergraduate students not majoring in marketing are encouraged to take selected offerings from the marketing curriculum to broaden their backgrounds and to prepare for marketing-related positions in business or non-profit organizations.

Requirements for the B.A. Degree:

The Marketing major consists of 26-30 credits in Marketing, 53 credits in Business core, and 4-21 credits in Business electives. A Marketing Curriculum Planning Guide is available in the College of Business Administration Undergraduate Studies Office. It is strongly recommended that students consult this guide before their first quarter of study as Marketing majors.

Required Marketing Courses (26-30 credit hours)

Marketing Core (11)

MKT 321 (4) (formerly MKT 411) MKT 419 (4)
MKT 325 (3) (formerly MKT 413)

Plus an additional 15-19 credits in Marketing including a minimum of 9 credits in 400-level Marketing courses other than MKT 419.

The following sequences of courses are recommended for students with interests in Industrial Marketing and Sales Management, Promotion, and Retailing. Other programs are of course possible and students are encouraged to consult with a Marketing Department faculty member to set up a plan of study to accomplish individual objectives.

Industrial/Sales Management (10)

MKT 311 (3)
MKT 402 (4) (formerly MKT 315)
MKT 405 (3)
Plus 5-9 Marketing credits

Promotion (9)

MKT 312 (3) MKT 403 (3) MKT 407 (3)
Plus 6-10 Marketing credits

Retailing (10)

MKT 317 (3) (formerly MKT 417)
MKT 402 (4) (formerly MKT 315)
MKT 483 (1-5) (Advanced Topics in Retailing)
Plus 5-9 Marketing credits

M.B.A. with Emphasis in Marketing

Students in the Master of Business Administration Program may concentrate in the area of Marketing by selecting their nine hours of electives in Marketing. Elective course work can include studies in one or more of the areas outlined above in the description of the Marketing program. An independent research project can serve as part of the elective course work in the Marketing emphasis option; however, no thesis is required. Students electing the MBA with emphasis in Marketing should meet with the chairman of the marketing department at the beginning of their MBA course work.
The College of Education places an emphasis on each student learning what is relevant for the world of today and on his getting deeply involved in his own educational process. Thus, the emphasis is on the student learning to do his own thinking about himself and his universe.

The College of Education is committed to a continuous and systematic examination of the professional program of teacher education. Promising programs are examined experimentally under controlled conditions, which make possible an objective appraisal of effects in terms of learning outcomes.

The University of South Florida follows a University-wide approach to teacher education. Its programs for the preparation of teachers represent cooperative effort in planning and practice by faculties of all academic areas. Courses needed by teacher candidates but designed also for other students are offered outside the College of Education. Courses in the University which are primarily designed for teacher candidates are taught by the College of Education.

In the total teacher education program there is a special concern for developing in the student a deep interest in intellectual inquiry and the ability to inspire this interest in others. It is the task of the College of Education to give leadership to the instruction in subject matter and process, which means the total teacher education program.

**BACCALAUREATE LEVEL DEGREE PROGRAMS**

**Admission to the College**

While students admitted to the University are expected to have the qualifications to graduate, this does not necessarily mean that he has the qualifications to become a teacher.

The College of Education administers the admission policies to all teacher programs of the University. All students who plan to teach must apply for admission to a teacher education program through the Student Personnel Office of the College of Education.

Prospective secondary and K-12 teachers are enrolled in teacher education programs involving both the College of Education and various other colleges of the liberal arts areas.

Admission to an upper level teacher education program is contingent upon meeting the following minimum college requirements:

1. Completion of a College of Education upper level application form.
2. Completion of the General Distribution requirements for Education majors. Provisional admission may be granted if no more than three individual General Distribution courses remain to be taken, provided Freshman English has been completed.
3. Completion of a minimum of 90 quarter hours.
4. An overall grade point average (GPA) of 2.0.
5. Students must submit a score from the American College Test (ACT) that was completed no longer than three years prior to the application deadline. It is recommended that this test be taken not more than one year prior to the application deadline.
6. Additional criteria established by each program. (See Admission to Programs below)

Handicapped students: Application will be reviewed by the admission committee. Acceptance of the application of the student will be determined by the following:

1. The judgment of the committee that the student will be able to carry out the duties of a teacher.
2. An assurance from the public schools that an internship contract will be offered.

**Admission to Programs**

In addition to college-wide admission standards, each program may have additional admission requirements. Examples of such requirements are English and Mathematics proficiency examinations, personal interviews, and other selective tests. Admission to some programs is limited to a specified number of students, and in these programs admission is on a selective basis. Effective Quarter II, 1978, applications for all programs will be due by the dates specified below. Information regarding admission requirements for the program(s) of your choice may be obtained from the Student Personnel Office, College of Education, USF.

**Admission Deadlines to the College**

Students who are seeking admission to upper level programs in the College of Education at USF must submit completed application forms by the following deadlines:

- Quarter II admission October 1, 1977
- Quarter III admission January 15, 1978
- Quarter IV admission March 15, 1978
- Quarter IV admission April 1, 1978

Students are advised that some College of Education programs do not admit students each quarter.

**Admission to Internship Experience**

The internship experience is a minimum of 12 credits of observation and internship in elementary or secondary schools. Time and sequence of experience may vary among programs. (Refer to the specific program for further information.)

Special requirements for enrollment in the internship and seminar courses are:

1. Admission to the College of Education.
2. Completion of General Distribution Requirements.
3. Completion of an application for internship.
4. Completion of the professional education sequence and a minimum of two-thirds of the specialization, varying with the program, and a minimum 2.0 grade point average.
5. An overall 2.0 grade point average.
6. Successful completion of proficiency exams. Areas of examination vary with programs. See program for specific requirements.

Application for internship should be made two quarters prior to term in which experience is desired, and may be obtained in the Internship & Field Experience Office.
Fall Quarter (I) applications are due by last week of the Winter Quarter (II) of the previous school year. Winter Quarter (II) applications are due by last week of the Summer Quarter (IV) of the previous school year. Spring Quarter (III) applications are due by last week of the Fall Quarter (I) of the same school year. Summer Quarter (IV) applications are due the last week of the Winter Quarter (II) of the same school year.

**College Requirements for Graduation**

A student to be certified by the College of Education as having completed its requirements must have earned 180 quarter hours credit, including the last 45 credit hours on campus, with a minimum overall grade point average of 2.0. An average of 2.0 or better also must be made in the student's professional education sequence and in his teaching specialization courses. Satisfactory completion of supervised teaching is required. A student must also have completed the major requirements in an approved teaching program (which includes general preparation, teaching specialization, and professional preparation). A minimum of 12 credits in professional courses in addition to internship and 18 credits in specialization courses must have been earned in residence. The student must complete a minimum of 45 hours after admittance to an upper level program.

**Specific Requirements**

A minimum of 180 credit hours including the following:

- General Distribution.................................. 60 credit hours
- Professional Education Core......................... 36-44 credit hours
- Teaching Specialization............................... 41 to 73 credit hours

As part of the 180 credit hour minimum requirement for graduation, students may include elective courses. These courses should be selected in consultation with a faculty advisor. The College of Education permits students to count as part of the professional core or specialization requirement. However, a "D" grade earned for such work taken after the student has been admitted to the college will be accepted for credit.

**Programs Leading to the Baccalaureate Degree**

The College of Education has programs leading to the Bachelor of Arts degree in the following fields:

- Art Education
- Botany Education
- Business and Office Education
- Chemistry Education
- Classics Education*
- Distributive Education
- Elementary-Early Childhood Education
- Elementary Education
- English Education
- Exceptional Child Education
- Emotional Disturbance
- Mental Retardation
- Specific Learning Disabilities
- Foreign Language Education†
- Health Education
- Humanities Education
- Industrial-Technical Education
- Mass Communications-English Education
- Mathematics Education
- Music Education
- Physical Education
- Physics Education
- Science Education
- Social Science Education
- Speech Communication-English Education
- Zoology Education

**College of Education Student Organizations and Activities**

The College of Education Association is the parent organization or umbrella for all student Education organizations. The student activities sponsor and the College of Education Association (CEA) officers make an annual budget and the approved monies are funded by the State. The CEA is responsible for helping organize new College of Education organizations approved by the Student Affairs Committee. They also aid the organizations financially, provide leadership, and distribute information for projects. The College of Education Council is composed of CEA officers, three elementary representatives, four secondary representatives, two special education representatives and the Presidents of the other Education organizations. The Council meets regularly to coordinate and plan for the year.

**Student Florida Education Association**

The Student Florida Education Association is the professional organization that represents all the prospective teachers on the USF campus. As a member of SFSEA, you also become a member of the Florida Education Association and the National Education Association. These organizations comprise the largest such group in the world.

Many benefits are available to you through the organization and, in addition, you are working with a club dealing with your main interest—education. All students in the field of Education, including freshmen, are encouraged to join this professional organization.

*Latin-English Education or Latin-Foreign Language Education.
†In a single language, two foreign languages, or Foreign Language-English.
Association for Childhood Education International

The Association for Childhood Education is a non-profit professional organization concerned with the education and well-being of children two to twelve years of age. Members are located throughout the United States and other countries.

The USF chapter works directly with children through observation, projects, and programs. In addition, it provides opportunity for students to attend study conferences throughout the state of Florida which allows the student an opportunity for professional growth and exchange of professional ideas. Membership is open to all students, including freshmen, concerned with children two to twelve.

Student Council for Exceptional Children

The Student Council for Exceptional Children is an organization of those members of the University interested in the education of the exceptional—"different"—child. Various exceptionalities included are Gifted, Emotionally Disturbed, Physically Handicapped, Mentally Retarded, and Culturally Different. Activities of the USF Chapter include field trips to various special education facilities, prominent speakers, seminars, state and national conventions, and social events. The specific activities are determined by the members and the exceptionalities in which they are interested. All interested students are invited to join.

Student Music Educators National Conference

Student Music Educators Conference is an affiliate of the Music Educators National Conference and the Florida Music Educators Association. It is devoted to the furtherance of knowledge and understanding of music education on all levels. Membership is open to any student in the University of South Florida who is interested in the teaching of music.

Phi Beta Lambda

Phi Beta Lambda is a business fraternity open to all students, including freshmen, expressing an interest in Business Education and who are enrolled in a Business Course.

Kappa Delta Pi

Kappa Delta Pi is a national co-educational honor society in Education. The society was founded to recognize and encourage excellence in scholarship, high personal standards, improvement in teacher preparation, and distinction in achievement.

Physical Education Association (PEA)

The Physical Education Association (PEA) is open to all students enrolled in the Physical Education Program. Social and professional meetings are conducted throughout the year to promote interaction within the organization.

Student Guidance Organization (SGO)

The Student Guidance Organization is a Guidance Organization for graduate students presently enrolled in the Guidance Program. Social and professional meetings are conducted throughout the year. Members also participate in annual retreats and attend district and state meetings.

Mathematics Education Clinic

The Mathematics Education Clinic is mission-oriented in a broad sense in that it is primarily concerned with children and youth who evidence learning problems in mathematics. However, an important purpose of the clinic is one of obtaining hypotheses that can be studied to obtain generalizable professional knowledge to improve the teaching and learning of mathematics.

Clinical, correlational, normative, and experimental approaches are used in the study of the etiology and symptomatology of mathematical learning disabilities. General models and specific teaching strategies are provided the classroom teacher and the student-clinician for carrying out effective diagnostic and prescriptive programs.

Close professional relations are maintained between the Mathematics Education faculty and the appropriate faculties in the College of Education whose interests and professional skills are related to the work of the Clinic.

Library Student Association (LSA)

LSA is a professional organization associated with the Library Audiovisual Education Department and is open to all members of the university community interested in librarianship.

The USF group provides programs and guest speakers of interest to the campus community and publishes a newsletter for its members. It is the official voice of students in the department and members of the association are included on faculty-student committees within the department.

The Distributive Education Clubs of America (DECA)

The College Chapter of DECA is an integral part of the Distributive Education Teacher Preparation Program at the University of South Florida and provides Distributive Education majors with leadership opportunities, social experience, learning activities and professional involvement. The participation in the many activities of Collegiate DECA is required of undergraduate majors and is encouraged for graduate students.
Teacher Education Programs and Curricula

There are three distinct areas in the teacher education program, and all teacher candidates must meet certain minimum requirements in each. The three areas and their requirements are as follows:

1. General Distribution Requirements (60 cr. hrs.)

   The five areas of General Distribution and the specific requirements are as follows:

   Area I  English Composition: ENG 101-102-103.
   Area II  Humanities/Fine Arts: A minimum of eight hours from at least two of the following prefixes: AMS, ARA, ART, CLS, DAN, ENG (excluding 100, 101-103), FOL, FRE, GER, GRE, HEB, HUM, ITA, MUS, PHI (excluding 303), POR, REL, ROM, RUS, SPA, SPE, TAR.
   Area III Mathematics: MTH 331-332-333 for any program requiring EDE 415; a minimum of eight hours from any EGN 231, ESC, MTH, and EGN 331, PHI 303, SSI 301 for all other programs.
   Area IV Natural Sciences: A minimum of eight hours from the following prefixes: AST, BIO, BOT, CHM, GLY, MSC, PHY, ZOO.
   Area V Social and Behavioral Sciences: A minimum of 16 hours is required in Area V as specified below:

   I. Behavioral Science
   a) For all programs
      PSY 200 and SOC 201
   b) For all other programs a minimum of eight hours from the following prefixes: AFA.

2. Professional Education Core (36-44 credit hours)

   The required courses in the professional education core are as follows:

   - EDC 401 Curriculum & Instruction (5)
   - EDF 305 Human Development and Learning (4)
   - EDF 307 Social Foundations of Education or EDF 309, Philosophy of Education (4)
   - Methods Course(s) (4-12)
   - Internship & Seminar (15)
   - Reading Requirement (see note below) (4)

3. Teaching Specialization Preparation (41-73 credit hours)

   Course requirements in the area of teaching specialization vary according to subject field of specialization.

   Note: State Board of Education regulation (6A-5.25) revised July 10, 1973, was amended to require that all (elementary and secondary) approved programs of teacher education must include information on teaching reading skills. For elementary majors, additional competencies over and above those taught in EDE 409 are required. This applies to all students graduating after August, 1974. Please check with your adviser with respect to the ways and means of meeting these competencies.

ELEMENTARY EDUCATION CERTIFICATION PROGRAMS

Elementary Education majors are prepared to teach in grades one through six. Currently there are two options for completing the elementary coursework and internship requirements.

Students may pursue a program by taking required education courses during their junior and senior year with practical experiences during their senior year. These experiences include pre-internship as part of EDC 401 and EDE 440 and a full quarter internship assignment in a selected elementary school.

Students may pursue a program of elementary teacher preparation which provides continuous daily laboratory experiences in local schools. Students electing this program must arrange to spend a minimum of two hours daily working in a variety of classroom situations. Pre-internship and internship credit is earned during this field experience which extends over a period of five quarters.

Beginning Quarter I, 1977, all Elementary Education majors must pass an English-Proficiency Examination prior to admission to the program.

Students entering an elementary education program must be eligible for admission to the College of Education (see admission requirements) and maintain a 2.0 average.

ELEMENTARY SPECIALIZATION (EDE)

The major consists of an elementary specialization sequence. The 41 hours of elementary specialization courses include:

- EDE 409 (5) EDE 417 (5) EDE 424 (3)
- EDE 411 (4) EDE 419 (5) EDE 425 (4)
- EDE 413 (4) EDE 421 (4)
- EDE 415 (5) EDE 423 (2)

Students are encouraged to choose a concentration in a subject taught in the elementary school. With careful planning, a student may receive dual certification in elementary education and a junior high subject area.

ELEMENTARY-EARLY CHILDHOOD (EEC)

Students interested in early childhood teaching, which includes children ages 3-8, should pursue a program leading to certification both in early childhood and elementary education. This program includes 50 hours of course work as follows:

- EDE 409 (5) EDE 419 (5) EDE 425 (4)
- EDE 413 (4) EDE 421 (4) EDE 426 (4)
- EDE 415 (5) EDE 423 (2) EDE 429 (5)
- EDE 417 (5) EDE 424 (3) EDE 435 (4)

ELEMENTARY-MIDDLE SCHOOL EDUCATION

For the student with a special interest in youngsters in the middle grades, courses are available which lead to both elemen-
tary and middle school certification. The courses are grouped in two segments: (1) Elementary Education—consisting of 42 hours of course work in elementary education, (2) Middle School Teaching—consisting of between 28 and 32 hours of liberal arts and education courses related to one of the following special areas: Reading, Language arts education, Science education, Social Science education, Mathematics education. Further information can be obtained by contacting advisers in the respective areas.

SECONDARY EDUCATION CERTIFICATION PROGRAMS

Candidates are required to meet specialization requirements in broad subject fields or in subject combinations. It is also possible for prospective secondary school teachers to add elementary school certification by following an approved program. The secondary school specialization requirements can be satisfied in more than 15 subject areas in eight broad fields.

■ CLASSICS EDUCATION (CLE)

Latin-English Education:

Specialization Requirements (80 cr. hrs.)

Latin (40 cr. hrs.)

Select four courses from the following five categories. Do not select more than one course from any single category.

1. ANC 321 (5) 3. HTY 201 (4) HTY 381 (4)
   ANC 427 (4) HTY 202 (4) 4. PHI 415 (4)
   ANC 429 (4) HTY 321 (4) PHI 416 (4)
2. CLS 310 (4) HTY 322 (4) 5. CLS 351* (4)
   CLS 311 (4) HTY 325 (4)
   CLS 312 (4) HTY 326 (4)

Select six additional upper level Latin courses (4 qtr. hrs. each) in consultation with Latin advisers.

English (40 cr. hrs.)

ENG 302 (5) ENG 475 (5) SPE 201 (5)
ENG 310 (5)
One of the following:
ENG 300 (5) ENG 301 (5)

One of the following:
ENG 316 (5) ENG 436 (5) ENG 441 (5)
ENG 317 (5) ENG 437 (5) ENG 442 (5)
ENG 332 (5) ENG 438 (5)

One of the following:
ENG 340 (5) ENG 342 (5) CLS 351* (4)
ENG 341 (5)
One of the following:
ENG 350 (5) ENG 351 (5)

Latin-Modern Foreign Language Education:

Specialization Requirements (76 cr. hrs.)

Latin (40 cr. hrs.)

Select four courses from the following five categories. Do not select more than one course from any single category.

1. ANC 321 (5) 3. HTY 201 (4) HTY 381 (4)
   ANC 427 (4) HTY 202 (4) 4. PHI 415 (4)
   ANC 429 (4) HTY 321 (4) PHI 416 (4)
2. CLS 310 (4) HTY 322 (4) 5. CLS 351* (4)
   CLS 311 (4) HTY 325 (4)
   CLS 312 (4) HTY 326 (4)

Select six additional upper level Latin courses (4 qtr. hrs. each) in consultation with Latin advisers.

Modern foreign language requires 25 credit hours beyond introductory courses. Modern foreign language course requirements are (36 hrs.):

| 301 (4) | 403 (4) | 406 (4) |
| 303 (4) | 405 (4) |
| 401 (4) |

ROM 517 and 518 may be among the selected courses.

*CLS 351—If CLS 351 taken, the hours will count in only one area of requirements (i.e. English/Latin) not in both.

■ ENGLISH EDUCATION (ENE)

Specialization Requirements (63-64 cr. hrs.)

SPE 201 (5) SPE 321 (5) ENG 475 (5)
One of the following:
ENG 300 (5) ENG 311 (5)
ENG 301 (5) ENG 312 (5)
ENG 310 (5) ENG 313 (5)
One of the following:
ENG 302 (5) ENG 331 (5) ENG 332 (5)
ENG 330 (5)
One of the following:
ENG 307 (5) ENG 437 (5) ENG 446 (5)
ENG 308 (5) ENG 438 (5)
ENG 317 (5) ENG 442 (5)

Two 300 level or 400 level ENGLISH courses in literature.

Also, one elective from one of the following areas: English, Speech-Communication, Mass Communications, Theatre, Language-Literature Interdisciplinary, Philosophy, Classics, Education, or American Studies: (4).

The English Education major is sufficiently flexible that by careful planning students can organize their studies to include any one option from I, II, IV, V, VI explained on pages 51-52 for the English department in the College of Arts and Letters section of this Catalog.

Two special methods courses EDT 447 and EDT 431 are included in the professional education sequence.

■ FOREIGN LANGUAGE EDUCATION (FOE)

Foreign Language-English Education:

Specialization Requirements (76 cr. hrs.)

English (40 cr. hrs.)

ENG 300 (5) ENG 310 (5) ENG 475 (5)
or
ENG 301 (5) ENG 305 (5) SPE 201 (5)
ENG 302 (5) ENG 351 (5)
One of the following:
ENG 317 (5) ENG 437 (5) ENG 442 (5)
ENG 435 (5) ENG 438 (5)
ENG 436 (5) ENG 441 (5)
One of the following:
ENG 340 (5) ENG 342 (5) CLS 351 (4)
ENG 341 (5)

If an elective is needed, SPE 321 is recommended. Foreign Language requires a minimum of 36 credit hours beyond in-
Intermediate courses. Foreign language course requirements are:

- (—) 301 (4) (—) 403 (4) (—) 406 (4)
- (—) 303 (4) (—) 403 (4) (—) 405 (4)
- (—) 401 (4) or

Student and adviser will select the additional foreign language courses to total a minimum of 36 credit hours in foreign language. ROM 517 and 518 may be among the selected courses.

Two special methods courses (EDT 447 and EDX 449) are included in the professional education sequence.

### Two Foreign Language Education:

**Specialization Requirements (61 credit hours)**

Beginning and intermediate foreign language requirements (or equivalents) must be completed. In the major language (French, German, Italian, Russian, or Spanish), the student must earn a minimum of 36 credit hours, and in the minor language 27 credit hours. The required upper level foreign language courses for the major language are:

- (—) 301 (4) (—) 401 (4) (—) 405 (4)
- (—) 303 (4) (—) 403 (4) (—) 406 (4)

Plus a minimum of 11 additional selected hours of upper level courses in the major language:

- (11)

For the minor language the required upper level foreign language courses are:

- (—) 301 (4) (—) 403 (4) (—) 406 (4)
- (—) 303 (4) (—) 405 (4)

Plus a minimum of six additional selected hours of upper level courses in the minor language:

- (6)

### Single Foreign Language Education:

After consultation with a foreign language education adviser, the Dean may give permission for a student to elect a single foreign language major. A minimum of 45 credit hours beyond intermediate course requirements must be earned in the single foreign language. Among the 45 hours must be the following:

**French (45 credit hours)**

- FRE 301 (4) FRE 401 (4) FRE 405 (4)
- FRE 303 (4) FRE 403 (4) FRE 406 (4)

Plus a minimum of 21 additional selected hours of upper level courses.

**German (45 credit hours)**

- GER 301 (4) GER 401 (4) GER 405 (4)
- GER 303 (4) GER 403 (4) GER 406 (4)

Plus a minimum of 21 additional selected hours of upper level courses.

**Italian or Russian (45 credit hours)**

- (—) 301 (4) (—) 401 (4) (—) 405 (4)
- (—) 303 (4) (—) 403 (4) (—) 406 (4)

Plus a minimum of 21 additional selected hours of upper level courses.

**Spanish (45 credit hours)**

- SPA 301 (4) SPA 403 (4) SPA 407 (4)
- SPA 303 (4) SPA 405 (4)
- SPA 401 (4) SPA 406 (4)

Plus a minimum of 17 additional selected hours of upper level courses.

ROM 517 and ROM 518 may be used to satisfy selected course requirements in any of the modern foreign languages.

### HEALTH EDUCATION (HEN)

The two-year Health Education program is designed to prepare health educators for the public schools or community health programs through combined course work and field work/internship in public schools and community health programs. This program is a competency based curriculum with an S (Satisfactory) /U (Unsatisfactory) grading system. Prerequisites for entering the program include admission to the College of Education, a survey course in health science (HEN 201 or equivalent), and an interview for program guidance.

The application deadline is on or before August 1. Direct request to:

Coordinator

Health Education Program

College of Education

The following are courses required in the Health Education Program (57 hours):

- EDP 255 (3) HEN 331 (4) HEN 422 (5)
- HEN 310 (3) HEN 332 (5) HEN 431 (4)
- HEN 311 (6) HEN 411 (4) HEN 432 (5)
- HEN 321 (4) HEN 412 (5)
- HEN 322 (5) HEN 421 (4)

In addition to the College of Education requirements in the Process Core, the Health Education program requires EDF 303.

### HUMANITIES EDUCATION (HUE)

Specialization Requirements (4 cr. hrs. in HUM 491 Selected Topics in Humanities; and 42 cr. hrs. from the following):

- HUM 411, 412. Twentieth Century Arts and Letters (5,5)
- HUM 415, 416. Arts and Letters of the Romantic Period (4,4)
- HUM 417, 418. Nineteenth-Century Arts and Letters (4,4)
- HUM 419, 420. The Enlightenment (4,4)
- HUM 423, 424. Renaissance Arts and Letters (4,4)
- HUM 427, 428. Medieval Arts and Letters (4,4)
- HUM 431, 432. Classical Arts and Letters (4,4)
- HUM 481. Directed Study (1-5)
- HUM 535, 536, 537. Humanities in America (4,4,4)
- HUM 539, 540. Selected Non-Western Humanities (4,4)
- HUM 541. Humanities in the Orient; India (4)
- HUM 542. Humanities in the Orient; China (4)
- HUM 543. Humanities in the Orient; Japan (4)
- HUM 545. Latin American Arts and Letters (4)

Also required (a minimum of 9 cr. hrs. in the creative or performing arts from the following areas: TAR, ART, MUS, DAN, and ENG.) Academic work in these areas taken prior to entering the College of Education will be considered toward the satisfaction of this requirement.

### MASS COMMUNICATIONS—ENGLISH EDUCATION (MCE)

Specialization Requirements (63 cr. hrs.):

Mass Communications (23 cr. hrs.)

- COM 300 (3) COM 483 (4) COM 301 (4)
- COM 330 (4) or ENG 308 (5)

Two of the following or one of the following plus a more advanced course in that area.

- COM 311 (4) COM 351 (3) COM 371 (4)
- COM 320 (4) COM 361 (4) COM 375 (4)
- COM 341 (4) COM 370 (4) COM 453 (4)

Two special methods courses EDT 447 and EDT 431 are included in the professional education sequence.

**English (40 cr. hrs.):**

- SPE 201 (5) ENG 475 (5)

Two of the following:

- ENG 300 (5) ENG 311 (5) ENG 314 (5)
- ENG 301 (5) ENG 312 (5) ENG 315 (5)
- ENG 310 (5) ENG 313 (5) ENG 316 (5)

One of the following:

- ENG 302 (5) ENG 331 (5) ENG 332 (5)
- ENG 330 (5)
One of the following:
ENG 307 (5)  ENG 437 (5)  ENG 442 (5)
ENG 317 (5)  ENG 438 (5)  ENG 446 (5)

Two additional ENG courses in literature or one ENG course and SPE 321.

**MATHEMATICS (MAE)**

The typical program for prospective mathematics teachers consists of a minimum of 47 credit hours in mathematics above the 200 level. The specialization requirements are:

- MTH 302 (5)  MTH 305 (4)  MTH 423 (3)
- MTH 303 (4)  MTH 309 (3)  MTH 424 (3)
- MTH 304 (4)  MTH 323 (4)

Upper level mathematics electives (MTH 345 and 420 are strongly recommended) (17)

The student has the option of completing a Natural Science major with a concentration in mathematics. This requires a minimum of 36 credit hours in mathematics and a minimum of 24 credit hours in the College of Natural Sciences outside of mathematics. These last 24 hours must be approved by the student’s adviser and must include a minimum of three courses at the 300 level or above.

**SCIENCE**

Botany (BOE), Chemistry (CHE), Physics (PHE), Zoology (ZOE):

A student planning to teach science at the secondary level should complete the departmental major in the corresponding science area (in Botany, Chemistry, Physics, or Zoology). Requirements for these programs are listed in the catalog under the science departments of the College of Natural Sciences. EDN 427 is recommended for biology teachers, EDN 425 is recommended for physical science (chemistry and physics) teachers.

Science Education (SCE):

An alternate program is available in which the prospective teacher must meet the minimum requirements of the interdisciplinary major in the Natural Sciences. This requires a minimum of 36 credit hours in the discipline of major concentration and a minimum of 24 credit hours within the Natural Sciences and outside the concentration area. These latter 24-32 hours must be approved by the student’s adviser and include at least three 300 level courses. (Total program, 68 credit hours minimum). Concentrations are available in biology, physics, and chemistry. A typical program for a biology concentration includes:

**Minimum credit within concentration (36-44 credit hours)**

- BI0 201 (4)  BI0 203 (4)  BI0 331 (4)
- BI0 202 (4)

**Additional selections from:**

- BI0 401 (5)  BI0 445 (4)  ZOO 311 (6)
- or
- BOT 311 (5)  ZOO 313 (5)
- BI0 510 (4)  MIC 351 (4)

**Minimum credits outside of concentration (24-32 hours)**

Courses outside biology would normally include:

- CHM 211 (3)  CHM 217 (1)  CHM 331 (3)
- CHM 212 (3)  CHM 218 (1)  CHM 332 (2)
- CHM 213 (3)  CHM 219 (1)  CHM 333 (3)

Electives (0-8)

- Additional courses selected from Chemistry, Mathematics, Physics, and Geology are recommended.

The student with either a departmental or interdisciplinary major must earn a grade of C or higher in all courses required in the program, both in the major concentration and in supporting courses of the major.

**SOCIAL SCIENCE (SSE)**

The College of Education provides a program of study which enables students to attain a degree in secondary social science education (7-12). To teach at the secondary level the minimum requirements of a social science education major must be met. All programs in the social science education major specify 64 credits or more in the social sciences. A teaching emphasis requires a minimum of 24 credits in one discipline within an approved specialization which will lead to certification in the broad area of social sciences. However, a student may concentrate his study in one of the separate subject areas (political science, history, geography, American history). Each program contains both required and elective courses which each student in consultation with his adviser will select.

**SPEECH COMMUNICATION—ENGLISH EDUCATION (SEE)**

**Specialization Requirements (70 cr. hrs.)**

- SPE 201 (5)  SPE 361 (5)  SPE 491 (5)
- SPE 203 (5)  or
- SPE 321 (5)  SPE 365 (5)

Two 5-hour upper division Speech Com. Electives (10)

- ENG 475 (5)  TAR 303 (5)

Two of the following (10)

- ENG 300  ENG 311  ENG 314
- ENG 301  ENG 312  ENG 315
- ENG 310  ENG 313  ENG 316

**One of the following:**

- ENG 302  ENG 331  ENG 332
- ENG 330

**One of the following:**

- ENG 307  ENG 437  ENG 446
- ENG 308  ENG 438
- ENG 317  ENG 442

**One of the following:**

- ENG 350  ENG 351

The following special methods courses are included in the professional education sequence: EDT 447, EDT 423, EDT 424 (2) and EDR 407 (2).
CANDIDATES MEET TEACHING REQUIREMENTS FOR ALL GRADE LEVELS FROM KINDERGARTEN THROUGH THE SENIOR YEAR OF HIGH SCHOOL.

**ART EDUCATION (EDA)**

At the time of application to upper level, each Art Education student must submit slides or portfolio to the head of the department. To assist transfer students in selection of courses, they must submit work prior to or during orientation testing and evaluative procedures. Prospective students should contact the respective program coordinators.

The planned program includes:

Specialization Requirements (65-67 cr. hrs.)

<table>
<thead>
<tr>
<th>CLY 201 (3)</th>
<th>EDE 419 (5)</th>
<th>EDE 424 (3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDE 409 (5)</td>
<td>EDE 421 (4)</td>
<td>EDS 411 (4)</td>
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<tr>
<td>EDE 413 (4)</td>
<td>EDE 423 (2)</td>
<td>EDS 431 (4)</td>
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<tr>
<td>EDE 415 (5)</td>
<td>EDE 425 (4)</td>
<td>EDS 432 (5)</td>
</tr>
<tr>
<td>EDE 417 (5)</td>
<td>EDS 311 (4)</td>
<td>EDS 439 (1-10)</td>
</tr>
</tbody>
</table>

**EXCEPTIONAL CHILD EDUCATION**

The Exceptional Child Education Baccalaureate Level Degree Program offers students three tracks leading to Rank III Certification in that specific area of emphasis. Enrollments in the three tracks will be limited with admission based upon selective testing and evaluative procedures. Prospective students should contact the respective program coordinators.

**EMOTIONAL DISTURBANCE (EMD)**

The planned program includes:

Specialization Requirements (65-67 cr. hrs.)

<table>
<thead>
<tr>
<th>CLY 201 (3)</th>
<th>EDE 419 (5)</th>
<th>EDE 424 (3)</th>
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</thead>
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<tr>
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<td>EDE 425 (4)</td>
<td>EDS 432 (5)</td>
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<tr>
<td>EDE 417 (5)</td>
<td>EDS 311 (4)</td>
<td>EDS 439 (1-10)</td>
</tr>
</tbody>
</table>

Beginning Quarter I, 1977, all students majoring in the Emotional Disturbance Education Program must pass an English Proficiency Examination prior to admission to the program.

**MUSIC EDUCATION (EDM)**

All students seeking a degree in music education are required to take a placement examination in music theory-history and to pass an audition in their respective performance area. Students must obtain the dates for these examinations from the Music Office; completion of the examinations is required before registration in music courses can be permitted.

Special requirements for all music education majors: successful completion of the piano proficiency requirement as defined by the music and music education faculties; participation in a performing ensemble each quarter the student is enrolled in applied music; and the presentation of a one-half hour recital in the major performing medium during the senior year.

Students are encouraged to attend on-campus musical events (i.e., student recitals, Music Forum events, faculty recitals, and Artist Series concerts).

A. Instrumental Specialization (18 cr. hrs.)

**Music Education courses (24 hrs.)**

<table>
<thead>
<tr>
<th>EDM 215 (2)</th>
<th>EDM 415 (4)</th>
<th>EDM 418 (4)</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDM 370 (3)</td>
<td>EDM 416 (4)</td>
<td>EDM 390 (3)</td>
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<tr>
<td>EDM 417 (4)</td>
<td>EDM 417 (4)</td>
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</tbody>
</table>

**Music courses (96 cr. hrs.)**

<table>
<thead>
<tr>
<th>MUS 201, 202, 203 (9)</th>
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<tbody>
<tr>
<td>MUS 221, 222, 223, 231, 232, 233 (12)</td>
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<tr>
<td>MUS 301, 302, 303 (9)</td>
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<tr>
<td>MUS 321, 322, 323 (6)</td>
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<td>MUS 326 (2)</td>
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<tr>
<td>MUS 401, 402, 403 (9)</td>
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<tr>
<td>MUS 207 (8)</td>
</tr>
<tr>
<td>MUS 204, 304, 404, 454* (33)</td>
</tr>
<tr>
<td>ART, DAN, TAR (8)</td>
</tr>
<tr>
<td>(to be selected from any 2 prefixes)</td>
</tr>
</tbody>
</table>

Performing Ensemble (minimum of one per quarter with applied music)

Piano proficiency requirement

Graduating recital

* MUS 454 minimum of 6 hrs.
B. Vocal Specialization (107 cr. hrs.)

Music Education courses (21 cr. hrs.)
EDM 215 (2) EDM 415 (4) EDM 417 (4)
EDM 380 (3) EDM 416 (4) EDM 419 (4)

Music Courses (88 cr. hrs.)
MUS 201, 202, 203 (9)
MUS 221, 222, 223, 231, 232, 233 (12)
MUS 301, 302, 303 (9)
MUS 321, 322, 323 (6)
MUS 326 (2)
MUS 401, 402, 403 (9)
MUS 204, 304, 404, 454* (33)
ART, DAN, TAR (to be selected from any 2 prefixes)
Performing ensemble (minimum of one per quarter of applied music)
Piano proficiency requirement
Graduating recital

*MUS 454 minimum of 6 hrs.

PHYSICAL EDUCATION (EDP)

A two-year program is offered at the junior and senior year level which provides a daily internship experience in the local schools for prospective physical education teachers. In order to be considered for program admission, all students must participate in a selective admissions procedure which includes an on-campus conference, as enrollment in this program is limited. During each of the three quarters of the junior year, students should be prepared to spend a minimum of two hours per day in an elementary school physical education situation in addition to their on-campus study. In the senior year students participate in both part day and whole day teaching experiences at the secondary level. Those requirements (see admission to internship experience) which are necessary for admission to supervised teaching experience must be met before a student will be allowed to register in “Seminar and Internship in Physical Education.” After applying for admission to the University, all students must apply directly to the department on or before April 1. No student will be admitted to the program unless application has been made prior to this date. Direct requests to: Coordinator Professional Physical Education Program College of Education

The following are the required courses in the physical education program of study (71 cr. hrs.):
EDP 255 (3) EDP 322 (4) EDP 411 (5)
EDP 311 (5) EDP 323 (3) EDP 412 (4)
EDP 312 (4) EDP 331 (5) EDP 421 (5)
EDP 313 (3) EDP 332 (4) EDP 422 (4)
EDP 314 (2) EDP 333 (3) EDP 431 (5)
EDP 321 (5) EDP 365 (3) EDP 432 (4)

VOCATIONAL AND ADULT EDUCATION CERTIFICATION PROGRAMS

Candidates planning to teach in county-wide adult and secondary education programs, junior college associate of arts and area vocational schools, continuing education centers, model cities programs, and other vocational, adult and technical schools may pursue one or more of the following specializations.

BUSINESS AND OFFICE EDUCATION (VBU)

Prior to being admitted to upper level all students must demonstrate proficiency in English skills to include grammar, composition, and verbal communication. These proficiencies are demonstrated by successfully passing an examination during the quarter a student makes application to upper level.

Prior to enrolling in the two business methods courses, which are a part of the pre-internship block, a student must demonstrate proficiencies in the office skills to include typewriting, shorthand, and office machines. Office skill competency examinations are administered prior to preregistration for Quarters I and II. Only students who have demonstrated successful performance in the office skills will be eligible to register for the pre-internship block which includes EDV 443, EDV 445, and EDC 401.

Specialization Requirements (73 cr. hrs.)

ACC 201 (3) GBA 361 (5) GBA 371 (4)
ACC 202 (3)

Three hours of advanced typing (3), three hours of advanced shorthand (3).
EDV 353 (5) EDV 407 (4) EDV 461 (5)
EDV 361 (5) EDV 431* (1-8)

Two of the following:
ECN 100 (5) ECN 201 (4) ECN 202 (4)

Electives in Education and/or Business Administration courses to bring total to 73.

Recommendations include:
FIN 201 (5) MAN 301 (5) MKT 301 (5)
GBA 333 (3)
*Required only if student lacks sufficient office work experience.

DISTRICTIVE EDUCATION (VDE)

Specialization (62 cr. hrs.)

EDV 406 (4) EDV 431 (1-8) EDV 445 (4)
EDV 407 (4) EDV 443 (5)

Business (21 cr. hrs.)

ACC 201 (3) MKT 301 (5) MKT 312 (3)
ECN 100 (5) MKT 311 (3) MKT 402 (4)

or ECN 201 (4)

Electives, as approved by adviser, in Education and/or Business Administration courses to bring total to 62 hours.

Distributive Education undergraduates are required to accumulate a total of eight hours of credit in EDV 431—Supervised Field Experience. Students will enroll for a minimum of two quarter hours the first quarter they enter the program and for at least one quarter hour each subsequent quarter they are in attendance as a Distributive Education major, not to exceed a total of eight hours. Students may not enroll in more than four credit hours of field experience in any one quarter. The eight credit hours of field experience will be used for individual and group assignments and projects to round out and broaden the vocational background of the student to properly fulfill certification requirements. Students will also be able to receive credit for participation in the required professional activities of the USF Collegiate Chapter of the Distributive Education Clubs of America, which is an integral part of the Distributive Education teacher preparation curriculum.

INDUSTRIAL-TECHNICAL EDUCATION (VIT)

Enrollment in the Industrial-Technical Education program is restricted to persons with employment experiences qualifying them to teach Industrial, Technical, or Health Occupations.
Special provision is made for students to satisfy four (4) of the six (6) years of work experience by completing an Associate of Science degree program in a Technological specialty from one of the State Community Colleges.

Acceptability of work experience will be determined by the State Department of Education, Division of Certification, Tallahassee, Florida.

Students may validate up to 45 quarter hours of credit through the Occupational Competency Testing Program.

In addition to the professional core requirements, students must complete 29 quarter hours in Adult & Vocational Education selected from the following courses:

- EDV 207
- EDV 480
- EDV 406
- EDV 431
- EDV 503
- EDV 407
- EDV 443
- EDV 504
- EDV 511
- EDV 445
- EDV 505
- EDG 503

In addition, students must meet the General Distribution Requirements of 60 credit hours and SPE 201.

Acceptability of work experiences will be determined by the Adult and Vocational staff at the University of South Florida.

**MASTERS LEVEL DEGREE PROGRAMS**

**Admission**

Candidates for admission to graduate study must present satisfactory evidence of:

1. Undergraduate grade point average of 3.0 (B) minimum on the last half of the baccalaureate degree; or GRE aptitude score—1000 minimum.
2. Any additional requirements specified by the program.
3. Receive favorable recommendation from program chairperson.

**Filing of Program**

During the first term of graduate study the candidate for the master’s degree must file a planned program of studies. This report of Graduate Advisory Conference is to be completed in consultation with the adviser. The completed report should be filed with the Coordinator of Graduate Studies in the College of Education.

**Quality of Work**

Candidates for the master’s degree must maintain a 3.0 GPA. If at any time the student’s GPA falls below the minimum, the student will be placed on probation. During the probationary status the student’s academic progress will be reviewed to determine: 1) removal from probation. 2) continuation on probation. 3) drop from graduate program.

**Residency**

The candidate for the master’s degree will be required to meet the residency requirement established by each program area. Consult the appropriate program area for details.

**Comprehensive Examination**

During the last term of enrollment, prior to completion of degree requirements, the candidate must perform satisfactorily on a comprehensive examination.

**Process Core Examination**

Graduate students with sufficient undergraduate background may take the Process Core Examinations after consultation with their advisers. Successful performance on the examination enables a student to waive the course requirement, but he must take elective courses in lieu of the hours required. The Process Core Examinations are in the Foundations of Measurement, Psychological Foundations and Social Foundations of Education. Graduate students on a Plan II Master’s Program (see below) are not eligible to take the Process Core Examinations unless they have had a comparable course at the undergraduate level.

**Master of Arts Programs**

Qualified persons may pursue graduate study in the following majors:

- **Art Education**
- **Elementary Education**
- **English Education**
- **Exceptional Child Education tracks in:**
  - Emotional Disturbance
  - Gifted
  - Mental Retardation
  - Specific Learning Disabilities
- **Foreign Language**
- **Guidance**
- **Humanities Education**
- **Library-Audiovisual Education**
- **Mathematics Education**
- **Music Education**
- **Physical Education**
- **Reading Education**
- **School Psychology**
- **Science Education**
- **Social Science Education**
- **Speech Communication Education**
- **Vocational Education with tracks in:**
  - Adult Education
  - Distributive Education

Qualified persons may pursue graduate study in the following majors:

- **Business and Office Education**
- **Industrial-Technical Education**
- **Junior College Teaching:**
  - Astronomy
  - Biology
  - Business
  - Chemistry
  - Economics
  - Engineering
  - English
  - French
  - Geography
  - Geology
  - History
  - Mathematics
  - Physics
  - Political Science
  - Psychology
  - Sociology
  - Spanish
  - Speech Communication

*French, German, or Spanish.
†With concentrations in Biology, Chemistry, or Physics.
‡Engineering bachelor’s degree required.
Master of Education Programs

Program Plans of Study

Plan I

Plan I is a program of graduate studies designed for those with appropriate certification who desire to increase their competence in a subject specialization or receive professional preparation in one of the service areas of education.

A. Process Core (4-16 hours)

Students will take a minimum of one Process Core (Foundations) course. Substitution for the remaining courses may occur upon the advice of the Degree Program and concurrence of the College Program Policy Committee, Process Core:

- EDF 605 Foundations of Measurement
- EDF 607 Foundations of Educational Research
- EDF 611 Psychological Foundations of Education
- EDF 613 Principles of Learning
- EDF 621 Socio-Economic Foundations of American Education
- EDF 623 Historical Foundations of American Education
- EDF 625 Philosophical Foundations of American Education

B. Current Trends Course in Teaching Specialization (4 hours)

C. Specialization (27 hours minimum)

The areas of specialization beginning below are suggested programs of study. Individual programs will vary with background, experience, and specific interest.

Plan II

Plan II is a program of graduate studies designed for the holder of a non-education baccalaureate degree who desires to meet initial certification requirements as part of a planned program leading to the Master of Arts degree. (This program is not available in the area of elementary education.)

A. Process Core (21 hours)

EDC 501, Curriculum and Instruction: Secondary;
EDF 605, Foundations of Measurement;
EDF 607, Foundations of Educational Research;
EDF 611, Psychological Foundations of Education;
EDF 621, Socio-Economic Foundations of American Education;

B. Current Trends Course in Teaching Specialization (4 hours)

C. Specialization (27 hours minimum)

This is an individually planned graduate major in the teaching field or in an appropriate College of Education program for K-12 specialists.

Plan III

Plan III is a program of graduate studies for holders of a non-education baccalaureate degree who do not wish to meet teacher certification requirements in the State of Florida. The primary difference in this plan from Plan II is that students will not be required to take EDC 501, Curriculum & Instruction and EDC 691, Internship.

A. Process Core (16 hours)

EDF 605, Foundations of Measurement;
EDF 607, Foundations of Educational Research;
EDF 611, Psychological Foundations of Education;
EDF 621, Socio-Economic Foundations of American Education;
EDF 623, Historical Foundations of American Education;
EDF 625, Philosophical Foundations of American Education.

B. Current Trends Course in Teaching Specialization (4 hours)

C. Specialization (27 hours minimum)

This is an individually planned graduate major in the teaching field or in an appropriate College of Education program for K-12 specialists.

ELEMENTARY EDUCATION PROGRAMS

ELEMENTARY EDUCATION (EDE)

This program requires full certification as an elementary teacher for admission. Students pursuing the master's degree in elementary education are required to present credit in the following courses: EDE 603, 609, and 613. A minimum of 48 hours is required. The student will choose from one of the following areas of emphasis:

a. Elementary Curriculum Emphasis: At least three courses must be selected from EDE 611, 615, 617, 619, and 621. Additional work is available through consent of the adviser as part of a planned program.
b. Reading Emphasis: Three courses from EDE 611, EDR 630, EDR 631, EDR 632, and EDE 631 or EDL 605 are required.
c. Supervision Emphasis: EDC 661, 671, and EDE 641 are required.

d. Early Childhood Emphasis: Prerequisites are EDE 429, 435, or equivalent certification. Courses in the program include EDE 519, 527, 539, 629, and 639.

e. Elementary School Mathematics Emphasis: Individually planned emphasis to include four courses from the following: EDE 615, 645, 646; EDN 515, 616, 621, 622. Additional work in related areas may be planned with the adviser.

f. Social Studies Emphasis: EDE 619 and any four courses from: EDW 547, 549, 553, 645, 655, 659.

**SECONDARY EDUCATION PROGRAMS**

**ENGLISH EDUCATION (ENE)**

Plan I—Requirements for admission: A bachelor's degree in English Education from a recognized institution, or Rank II certification in Secondary English from the State of Florida or other equivalent certification.

Course Sequence: Process Core (4-16 hours), English Education (4-16 hours), English courses (6 courses selected under advisement as preparation for terminal examination over a reading list including selected works from most periods of English and American literature; students may select one course each in linguistics and advanced composition for teachers), Education Electives (selected under advisement to bring the program to a total of 48 hours).

Plan II—Requirements for admission: A bachelor's degree in English from a recognized Liberal Arts Institution of higher learning.

Course Sequence: Process Core (16 hours), Curriculum (5 hours), English Education (4 hours), English courses (28 hours selected as for Plan I, above), Internship (9 hours).

**FOREIGN LANGUAGE EDUCATION (FRENCH, GERMAN, SPANISH) (FOE)**

Candidates for the M.A. degree in foreign language education must present satisfactory evidence of:
1. Undergraduate grade point average of 3.0 or better on the last half of the B.A., or GRE aptitude score of 1000.
2. Baccalaureate degree in chosen foreign language, or in foreign language education from an accredited institution of higher learning, or equivalent.
3. Favorable recommendation from program chairperson.

Each candidate will be assigned his major adviser in the College of Education and, to facilitate selection of appropriate foreign language courses, a co-adviser in the Foreign Language department of the College of Arts and Letters. Since identical lists of foreign language courses are not prescribed for each candidate, and since each candidate's program is designed to meet the individual's needs, the specific foreign language courses are selected in consultation with the advisers. Candidates should meet with both advisers before registering for each quarter.

The M.A. in Foreign Language Education requires 20 to 25 quarter hours in Education courses: EDF 605 and 607, EDF 611 or 613, EDF 621 or 623 or 625 and EDX 649. In addition, Plan II requires an internship in the Foreign Language. A minimum of 27 quarter hours are required in the Foreign Language courses on the 500 and 600 levels. However, depending upon the candidate's background and strengths, Foreign Language course requirements can go as high as 36 quarter hours. Unless otherwise approved by adviser, at least 21 hours in French should be on the 600 level; in Spanish at least 18 hours should be on the 600 level.

**HUMANITIES EDUCATION (HUE)**

In order to fulfill the degree requirements, a graduate student must take a minimum of twenty-seven (27) credit hours in Humanities and five required courses in Education. A student should have the following minimum credit structure:

1. EDF 605 and 607, EDF 611 or 613, EDF 621 or 623 or 625, and EDY 433.
2. At least four courses on the HUM 600 level (16 credit hours)
3. HUM 681, Directed Research (3 credit hours)
4. The remaining eight credit hours may be chosen from appropriate courses on either the 500 or 600 level. In exceptional cases, the student may substitute up to four hours in a non-Humanities graduate area (8 credit hours)

**MATHEMATICS EDUCATION (MAE)**

This program requires a minimum of 51 quarter hours. MTH 405, 406, 407 and any MTH courses from the 500 and 600 levels may be included in the planned program.

Education courses include EDF 605 and 607: 611 or 613; 621 or 623 or 625, and EDN 637.

**SCIENCE EDUCATION (SCE)**

Concentrations in Biology, Chemistry, or Physics are available in a cooperative program with the College of Natural Sciences. In each instance, before admission to the degree program, the student must satisfy the Biology, Physics, or Chemistry adviser that he has the competence to undertake the program. Education courses include: EDF 605 and 607, EDF 611 or 613, EDF 621 or 623 or 625, and EDN 639. Specialization shall consist of at least 27 credit hours, approved by the adviser in the discipline. Satisfactory completion of the program must be certified by both the College of Natural Sciences and the College of Education.

**SOCIAL SCIENCE EDUCATION (SSE)**

Advanced training for the purpose of becoming better teachers in grades 7-12. Plan I is for certified teachers, and Plan II for those with a social science baccalaureate degree but not certified to teach.

Plan I—For teachers who are certified to teach general secondary social studies or one of the separate subject areas.

Education courses include: EDF 605, EDW 643, and 9-12 hours of electives.

Each student in consultation with his adviser will select at least seven courses at the 500 or 600 level from courses offered in the College of Social and Behavioral Sciences. Three or more of these courses must be at the 600 level.

Plan II—Students will complete all of the Plan I requirements, take EDW 461, EDC 501, and EDC 691, plus any other social science courses which the Social Science Education de-
partment deems necessary for fulfilling minimum state certification requirements.

### SPEECH COMMUNICATION EDUCATION (SPE)

Admission requires a bachelor’s degree from a recognized institution; and approval by the Speech Communication Education faculty.

Course Requirements range from 60 to 61 hours and include:

- A portfolio or slides of recent creative work must be submitted prior to admission into the program. The departmental requirements for all degree-seeking candidates are:
  - Art Education (12 credits: EDA 660, 661, 682)
  - Art Studio (12 credits minimum)
  - Art History (3 credits minimum)

The remainder of the credit hours, totaling a minimum of 54, may relate to one of the three areas of specialization. An innovative master’s paper or project developed under the guidance of a faculty committee is required before graduation.

### ART EDUCATION (EDA)

In consultation with a graduate adviser, a student may develop a program in art education with a specialization in one of the three areas:

- Studio/new media
- Art Administration, Supervision & Curriculum Innovation
- Research Methods for Art Education

A portfolio or slides of recent creative work must be submitted prior to admission into the program. The departmental requirements for all degree-seeking candidates are:

- Studio/new media
- Art Administration, Supervision & Curriculum Innovation
- Research Methods for Art Education

The student will be expected to take a minimum of 54 hours or the equivalent, including electives, as planned jointly by the student and his adviser. Students who have not completed an undergraduate Elementary or Exceptional Child Education major may prepare as a teacher-consultant of the gifted through the gifted teacher training program.

### KINDERGARTEN THROUGH TWELFTH GRADE PROGRAMS

### EXCEPTIONAL CHILD EDUCATION

The Exceptional Child Education offers four tracks at the Master’s Degree Program Level. Students must select their area of emphasis.

#### Emotional Disturbance (EDM)

The purpose of this program is to train educators for emotionally disturbed children. An individualized program is available under both Plan I, for certified and experienced teachers, and Plan II, for those with a non-education baccalaureate degree.

**Plan I**—Through a Plan I program, a certified, experienced teacher may satisfy the requirements for graduation within four quarters. Of the minimum 49 hours, at least 32 hours are allocated to the area of specialization. The following or equivalents are required:

- EDS 610
- EDS 631
- EDS 633
- EDS 639
- EDS 611
- EDS 632
- EDS 634

Additional courses, including electives, are planned jointly by the student and his adviser. Students who have not completed an undergraduate Elementary or Exceptional Child Education degree or the following courses must take:

- EDE 409
- EDE 415
- EDR 430

**Plan II**—The student with a non-education baccalaureate degree may meet initial certification through a Plan II program. The individually designed course of study will include the minimum 52 hours of specialization (as outlined above) plus:

- EDE 409
- EDR 430
- EDC 501
- EDC 691
- EDC 415

and any other courses necessary to meet certification requirements.

#### Gifted (GIF)

The Gifted Child Teacher Training program provides advanced training for experienced teachers to work with gifted and talented children and to work with other teachers on a consultant or teacher-leader basis. An inexperienced teacher-training program is also provided which is designed to prepare non-certified, liberal arts majors to work with classrooms of gifted children.

Emphasis is on the development of subject matter specialization and specific skills to:

1. Identify the gifted,
2. Make an individual diagnosis of cognitive and affective strengths and weaknesses, and
3. Modify the educational program to develop the gifted child's potential.

**Plan I**—Through a Plan I type of program an experienced, certified teacher can anticipate preparing for teacher-consultant roles in the area of the gifted in four quarters.

A minimum of 28 credit hours in the area of specialization is required. Included among the courses required are courses such as:

- EDC 552
- EDS 551
- EDS 611
- EDS 653
- EDS 550
- EDS 559
- EDS 643
- EDS 654

Education courses to include EDF 605 and 607, EDF 611 or 613, and EDF 621 or 623 or 625.

An individually tailored liberal arts sequence of 14 quarters is also provided in the gifted teacher training program.

**Plan II**—An individual with a non-education undergraduate major may prepare as a teacher-consultant of the gifted through the gifted teacher training program.

The student will be expected to take a minimum of 28 quarter hours in the area of specialization. In consultation with his adviser, he will choose from the following:

- EDC 552
- EDS 551
- EDS 611
- EDS 653
- EDS 550
- EDS 559
- EDS 643
- EDS 654

An individual may meet certification by taking the process core courses, EDC 501, an appropriate methods of teaching course, and completion of an internship in a liberal arts area.

### Mental Retardation (MRD)

The course of study is designed to prepare the student to become a more effective teacher or supervisor of teachers for the retarded.

It is highly recommended by the Mental Retardation Program that any student who is about to apply for Graduate work in the area of Mental Retardation contact that office for advising purposes before any courses are taken or application made for admission.

**Plan I**—Through a Plan I program, a certified teacher may satisfy the requirements for graduation within four quarters. Education courses to include EDF 605 and 607, EDF 611 or 613, and EDF 621 or 623 or 625.

At least 28 hours are allocated to the area of specialization with an emphasis on Mental Retardation.

**Basic Course Requirement:** EDS 610, or the equivalent.

**Courses required:**

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<tr>
<th>Course</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>CLY 683</td>
<td>EDL 613</td>
</tr>
<tr>
<td>EDF 635</td>
<td>or</td>
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<tr>
<td>EDE 631</td>
<td>EDS 621</td>
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Two electives, chosen from the following (8):

- EDC 699 (8)
- EDS 511 (4)
- EDS 631 (4)

Plan I—Process Core Requirements (21-22 hours)
At least 40 hours are allocated to the area of specialization with an emphasis on Mental Retardation.

Prerequisites:
- EDE 409
- EDE 415
- EDS 207
- EDS 423
- EDS 424

Basic Course Requirements:
- EDE 631
- EDS 610

Courses required:
- EDC 699 (8)
- EDS 511 (4)
- EDS 612 (4)
- EDS 631 (4)

Plan II—Process Core Requirements (21-22 hours)
At least 40 hours are allocated to the area of specialization with an emphasis on Specific Learning Disabilities.

Prerequisites: EDE 409, EDE 415, EDS 411

Basic Course Requirements:
- EDE 631
- EDE 613
- EDS 625
- EDE 646

Courses required:
- EDC 691
- EDF 635
- EDS 610
- EDS 611

One Elective, chosen from the following:
- EDE 417
- EDE 419
- EDE 424

Specific Learning Disabilities (SLD)

The course of study is designed to prepare the student to become a more effective learning disabilities specialist.

Plan I—Process Core Requirements (21-22 hours)
At least 40 hours are allocated to the area of specialization with an emphasis on Specific Learning Disabilities.

Basic Course Requirement: EDS 610, or equivalent.

Courses required:
- EDC 691
- EDS 611
- EDS 612
- EDS 620
- EDS 622
- EDS 623
- EDS 624

Plan II—Process Core Requirements (16-17 hours)
At least 48 hours are allocated to the area of specialization with an emphasis on Specific Learning Disabilities.

Prerequisites: EDE 409, EDE 415, EDS 411

Basic Course Requirements:
- EDE 631
- EDE 613
- EDS 625

Courses required:
- EDC 691
- EDF 635
- EDS 610
- EDS 611
- EDS 612

One Elective, chosen from the following:
- EDE 417
- EDE 419
- EDE 424

GUIDANCE (EDG)

In addition to meeting the University and College requirements, applicants to the Guidance program must present three (3) letters of recommendation, a personal statement of professional goals, and have personal interviews with at least two (2) members of the Guidance faculty. Applications for admission are processed once each quarter. The deadline for all requirements to be met is usually four weeks before the quarter ends. Applications are processed in the quarter preceding the one in which the applicant expects to begin the program. The applicant should contact the Guidance program to ascertain the deadline dates for specific quarters and to obtain instructions regarding the transmission of letters of recommendation and the arrangements for the personal interviews.

Plan I

A. Process Core Requirements: (minimum of 16 hours)
1. EDF 605 or EDQ 702
2. One of the following: EDF 502, 612, 613, 615, 635
3. EDF 631
4. One additional Foundations course

B. Specialization Requirements:
- Elementary School Guidance Emphasis (38 hours)
  - EDG 601
  - EDG 621
  - EDG 603
  - EDG 625
  - EDG 609
  - EDG 633 (2 credits)
  - EDG 613
  - Five hours elective credits
  - EDG 617
- Secondary and Adult Guidance Emphasis (38 hours)
  - EDG 601
  - EDG 631
  - EDG 603
  - EDG 627
  - EDG 609
  - EDG 633 (2 credits)
  - EDG 619
  - Eight hours elective credits

Plan II

A. Process Core Requirements: (minimum of 16 hours)
1. EDF 605 or EDQ 702
2. One of the following: EDF 502, 612, 613, 615, 635
3. EDF 631
4. One of the following: EDF 621, 623, 625

B. Specialization Requirements:
- (Same as Plan I)
C. Additional Requirements: (14 hours)
  - EDM 501 and EDC 691

The Guidance program has no full-time residency requirement. Students who are employed on a full-time basis are limited to 8 hours per quarter. Exceptions are made only with permission of the Guidance Program Committee.

LIBRARY-AUDIOVISUAL (MEDIA) EDUCATION (EDL)

See EDUCATION FOR LIBRARIANSHIP, page 80.

MUSIC EDUCATION (EDM)

Plans in both instrumental and vocal music are offered. A placement examination is required of all new registrants in musical styles. Each candidate must meet the undergraduate level of piano proficiency before the quarter in which he expects to graduate. Participation in ensembles is required for at least three quarters. Three plans are available to the candidate: 48 hours plus thesis, 51 hours plus recital, or 54 hours without thesis or recital.

Vocal Majors: 11 credits in music education, including EDM 601, 614, and 635; 12 credits in music theory-literature, and at least 4 credits in applied music.

Instrumental Majors: 14 credits in music education, including EDM 601, 603, 617, and 633; 17 credits in music theory-literature, including MUS 618; and at least 4 credits in applied music.
Students entering the program with an undergraduate major outside elementary education should substitute EDE 409 and EDR 430 for EDE 609.

Electives must be chosen by conference with adviser.

Residency requirements may be met by enrolling for two courses, at least eight credits, during a quarter when the student is not engaged in full-time work assignment.

Selective retention policies require that the student maintain a "B" average and receive no more than two "C's", only one of which can be in the major area.* If this criterion is not met the student will be immediately dropped from the program. The student may be reinstated by petitioning the faculty. Reinstatement will occur when the student retakes one of the courses in which he/she received a "C" and makes an "A" grade in said course.

**SCHOOL PSYCHOLOGY (PSE)**

The School Psychology program is offered jointly with the Department of Psychology in the College of Social and Behavioral Sciences.

**Plan I—Course Requirements**—except where equivalent courses are transferred into the program, the student must complete the following minimum quarter hours: 8 hrs. in Statistics and Research Design; 26 hrs. in Educational and Psychological Foundations; 9 hrs. in Assessment Techniques; 4 hrs. in Consultation Techniques; 4 hrs. in Field Experience. Specific courses may be obtained from the School Psychology program.

Research Competency—Each student must show competency through the planning, execution and write-up of a piece of research resulting in either a thesis or colloquium paper.

Internship—A full-time internship of two academic quarters is required.

**Plan II—Students without educational certification are required to take EDC 501. For the School Psychology program, the internship requirement for Plan II is the same as that for Plan I.**

* Major area courses are EDE 409, EDE 609 and all EDR courses.

**VOCATIONAL AND ADULT EDUCATION PROGRAMS**

**Adult Education (VAD)**

1. In consultation with the graduate adviser, a program will be planned which will include a minimum of 48 credit hours. The process core requirements consist of 16 credit hours in EDF 605 and 607, EDF 611 or 613, and one of the following, EDF 621, 623 or 625. Specialization requirements of 24 credit hours in Adult Education are designed to provide competencies in organization and administration, supervision, adult learning characteristics, curriculum development, program planning, methods of teaching, and research techniques as each of these relate to adult education programs. Generally, specialization courses will be selected from the following, depending upon the individual's background of experience:

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<tr>
<td>EDF 407</td>
<td>EDV 505</td>
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<td>EDV 445</td>
<td>EDV 506</td>
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<td>EDV 503</td>
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2. Requirements in a related area may include a concentration of courses in one of the following areas: psychology, sociology, guidance, administration, complementary basic, or a vocational field.

**Business and Office Education (VBU)**

1. In consultation with the graduate adviser, a program will be planned which will include a minimum of 45 credit hours. Process core requirements include EDF 605 and 607, EDF 611 or 613 and one of the following, EDF 621, 623 or 625.

2. A minimum of 12 credit hours in the specialization area of Business and Office Education. Individualized programs will include courses to be taken from the following:

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<tr>
<th>Course Code</th>
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<tr>
<td>EDV 407</td>
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<td>EDV 431</td>
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<td>EDV 503</td>
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4. Selected courses in one related area such as Guidance, Exceptional Child Education, Business Administration, Junior College, Administration or Supervision (4-12 credit hours).

**Distributive Education (VDE)**

1. In consultation with the graduate adviser, a program will be planned which will include a minimum of 45 credit hours. Required courses are: EDF 605 and 607, EDF 611 or 613, and one of the following, EDF 621, 623 or 625.

2. Appropriate College of Business Administration courses in marketing, management, economics, finance, and accounting for Distributive Education teacher certification (23 credit hours maximum).
Industrial-Technical prospective student must have met the work experience requirements for certification in Industrial, Technical, or Health occupations. In addition to the process core requirements of EDF 605 and 607, EDF 611 or 613, and one of the following EDF 621, 623 or 625, specialization requirements must include EDF 651 and EDF 687. Courses totaling a minimum of 45 credit hours will be a part of the student’s program which he will plan with the graduate adviser for industrial education.

Related electives (0-16 credit hours). See areas of specialization listed above.

The Plan II program in Vocational and Adult Education is designed primarily for non-certified teachers. The candidate is required to complete additional professional education courses EDC 501 and EDC 691, which are in excess of the normal Process Core requirements. A student will be advised of other courses which he must complete. Master's degree candidates wishing to be certified must meet the state's minimum certification requirements in the area of specialization.

■ JUNIOR COLLEGE TEACHING PROGRAM

Plan II—The Univesity of South Florida has developed a program for junior college teachers which leads to the Master of Arts degree and Florida State Department of Education certification at this level. The College of Education, in close cooperation with the other colleges on campus, has formulated the program.

The Junior College program includes:

**Astronomy**  
**Geology**

**Biology**  
**History**

**Business**  
**Mathematics**

**Chemistry**  
**Physics**

**English**  
**Political Science**

**Engineering**  
**Sociology**

**Economics**  
**Spanish**

**French**  
**Speech**

**Geography**  
**Communication**

*Engineering bachelor's degree required.*

Admission and Advising

Because of the unique character of the Junior College Program which integrally involves two colleges of the University, there are admission and advisory regulations which go beyond those listed in the section dealing with Graduate Study.

Application for admission to the program is made in the Office of Admissions. Action on all applications is the joint responsibility of the two colleges. Admission to the program requires a minimum score of 1000 on the combined verbal and quantitative aptitude tests of the Graduate Record Examination. Duplicate sets of the student's complete record will be on file in both offices, with the College of Education charged with the responsibility of making official recommendations for the granting of the degree to the Vice President for Academic Affairs and to the Registrar.

EDUCATION FOR LIBRARIANSHIP

■ LIBRARY-AUDIOVISUAL (MEDIA) EDUCATION (EDL)

Goals and Objectives

The Library-Audiovisual department prepares students to assume a wide variety of service and leadership roles in academic, public, school, and special libraries, and assists them to develop the professional attitudes necessary for their involvement in the social, intellectual, cultural, economic, and scientific interests of the community where they will work, regardless of the type of library in which they will be employed. The programs of the Library-Audiovisual department are designed to encourage students and graduates to establish high standards of intellectual inquiry through scholarship and research and to provide an intellectual environment in which the student may develop creative self-direction. The faculty of the department attempts to impress upon students the social significance of libraries in a democratic society and the importance of maintaining freedom of expression as guaranteed by the First Amendment to the Constitution of the United States.

The goals are supported by the following departmental objectives:

1. Providing a common core curriculum as well as specific
learning experiences to enable students to meet the needs of groups they will serve in libraries.

2. Preparing students to apply the benefits of technology in the rapidly changing field of librarianship.

3. Establishing conditions and providing opportunities for students to make choices, solve problems, and arrive at appropriate judgments and decisions relating to their future roles as librarians and media specialists.

4. Teaching students to make maximum use of the resources and facilities of libraries in the development of programs to support the goals, interests, and needs of the clientele their libraries will serve.

5. Combining practical with theoretical knowledge through experiences.

6. Working cooperatively with students in organizing and conducting workshops, institutes, and symposia to provide new and/or continuing educational experiences.

7. Provide a system for the continuous evaluation of the total program of education for librarianship by students as well as faculty members and the restructuring of the program's curriculum when changes must be made to meet the needs of libraries.

8. Helping students to understand the concept that education is a continuing process.

9. Promoting professionalism among faculty and students by encouraging participation in the activities of professional organizations.

**Admission and Graduation Requirements**

Criteria for admission and graduation include those general criteria specified by the College of Education for admission into master's level degree programs. In addition, the Library-Audiostreamal department asks for three letters of recommendation to be sent to the director of the department, and an interview with the program chairperson, the program's admission committee, or an individual designated by the chairperson. The department also requests that each applicant submit a typewritten statement expressing personal reason(s) for wanting to pursue graduate study in librarianship. Graduation requirements include the completion of six core courses — EDL 500 (4), 603, 606, 608, and 614, plus a planned program of electives developed individually for each student in conjunction with his/her adviser. The minimum length of a program is 55 quarter hours.

**Accreditation and Certification**

The Library-Audiovisual department master's degree program is fully accredited by the American Library Association. In addition, completion of the required program of studies for the school media librarianship specialization results in Florida certification as an Educational Media Specialist. Students may also plan electives to meet the certification requirements of other states, if they wish to do so.

**Additional Information**

Even though degree-oriented undergraduate study is not offered by the department, the faculty will counsel those undergraduates interested in exploring the kind of program most appropriate as a basis for graduate study in librarianship at USF. Details concerning the graduate program, including information on the profession, are available from the chairperson, Library-Audiovisual Department, University of South Florida, Tampa, Florida, 33620.

**MASTER OF EDUCATION PROGRAMS**

**ADMINISTRATION AND SUPERVISION**

This Master of Education (M.Ed.) degree is to prepare administrators and supervisors with organizational, management, and instructional leadership skills. Admission requirements include: (1) certification in a teaching field, (2) at least two years of successful teaching experience or Rank II certification in an instructional area, (3) current USF graduate admission requirements, (4) College of Education requirements for admission to graduate study. Successful completion of the program leads to both the M.Ed. degree and Florida Rank II certification in Administration and Supervision.

The Education Specialist (Ed.S.) program has been developed to provide for state approved Rank I-A certification. The program offers specialization in Elementary Education, with emphasis on urban education. In addition, there are tracks under the elementary specialization available in (1) Early Childhood Education, (2) Exceptional Child Education, (3) Mathematics Education, and (4) Reading/Language Arts Education.

Candidates for admission to Ed.S. study must present satisfactory evidence of:

1. Undergraduate grade point average of 3.0 (B) minimum on the last half of the baccalaureate degree; and GRE aptitude score—1000 minimum.

**PH.D. PROGRAM**

2. Three letters of recommendation.

3. Favorable recommendation from program chairperson.

4. Any additional requirements specified by the program.

Application deadlines for admission to Ed.S. study are May 15 (for Quarters IV and I) and November 15 (for Quarters II and III).

**CURRICULUM AND INSTRUCTION**

This Master of Education (M.Ed.) degree program is to prepare certified teachers who have at least two years of successful teaching experience and want to improve their teaching skills and/or become team leaders, department heads, program coordinators, directors of instruction, and assistant principals of curriculum. The degree requires at least 50 quarter hours with 60 percent or more at the 600 level. No specific research and thesis is required. Successful completion of the program will lead to both the Master of Education degree and Florida Rank II certification.
Have you ever felt you would like to be the "somebody" who will do "something" about the many problems we face? Our modern society requires new, practical solutions to its many complex technological problems. Spearheading this action will be the engineer and the engineering profession. The engineer, as always, will continue to be responsible and obliged to use his/her knowledge for the benefit of mankind.

The increasingly rapid changes in our life style place an ever stronger responsibility to society and our future on both those who are providing the engineering education as well as those who are being educated. The College of Engineering recognizes this in its approach to the education of tomorrow's engineers as well as in the content of the other programs under its direction which are vital to the technological progress of our society. Its curricula provide for an individual's development in both technical competency and human values.

The programs offered by the College of Engineering to meet the diverse requirements of the future can be broadly divided into two areas: PROFESSIONAL ENGINEERING and APPLIED SCIENCE AND TECHNOLOGY. The degrees and services associated with these areas are as follows:

**Professional Engineering Degree Programs**

- Bachelor of Science in Engineering degree (Professional Program)—various options
- Master of Science in Engineering degree (Thesis or Project)
- Master of Engineering degree (Non-Thesis)

**Applied Science and Technology Degree Programs**

- Bachelor of Science in Engineering Science degree—Computer Science Option
- Bachelor of Science in Engineering Science degree—other options

**PROFESSIONAL ENGINEERING**

The Engineering programs of the College have been developed with an emphasis on three broad aspects of engineering activity—design, research, and the operation of complex technological systems. Students who are interested in advanced design or research should pursue the Five-Year Program leading to the Master of Science in Engineering degree. Other students interested in advanced design or research ought to continue with advanced work. Beyond the bachelor of science degree, students are strongly encouraged to pursue advanced work beyond the baccalaureate level.

For this reason the College's program includes a strong engineering foundation (core) portion, designed to equip the prospective engineer with a broad base of fundamental, technical knowledge. To this foundation is added the student's specialization (option) of sufficient depth to prepare him/her to successfully embark on a professional career.

While the baccalaureate degree is considered the minimum educational experience for participating in the engineering profession, and as such the first professional degree, students are strongly encouraged to pursue advanced work beyond the baccalaureate degree. The Engineer is involved in many post-baccalaureate study. Engineers are earning advanced degrees in ever increasing numbers in order to obtain the information and training necessary to meet tomorrow's technological challenges. All are faced with the continuous problem of refurbishing and updating their information skills and most are obtaining advanced information by
means of seminars, special institutes and other such systems designed for this purpose.

The Bachelor of Science in Engineering degree program, which requires 201 quarter hours, and the five year program leading to the Master of Science in Engineering degree, which is an integrated program of 246 quarter hours, are the programs specifically designed to prepare an individual for a professional career as an engineer. Both programs have as their foundations a 152 quarter hour core of subject material encompassing Humanities, Social Science, Mathematics, Science, and Engineering which is required of all students. In addition to the core subject material each student will complete a specialization option under the direction of one of the administrative departments of the College. Those options which are available and the administrative unit responsible for the options are as follows:

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<th>Option</th>
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<td>General</td>
<td>All Departments</td>
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<td>Chemical</td>
<td>Mechanical Design</td>
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The Engineers' Joint Council for Professional Development has inspected and accredited the curricula of the College of Engineering defined by the Chemical, Electrical, Industrial, Mechanical, and Structures, Materials & Fluids options.

Preparation for Engineering

The high school student anticipating a career in engineering should select the strongest academic program that is available while in high school. Four years each of English, mathematics and science (preferably including Chemistry and Physics), as well as full programs in the social sciences and humanities, are most important to success in any engineering college. A foreign language, while not a necessity, provides a desirable background for students, many of whom will continue for advanced study.

Prospective students who are considering engineering at the University of South Florida who lack certain preparation in high school should elect to follow a program which will assist them in overcoming their deficiencies. One alternative might be that such a student select a summer program at the University of South Florida to update knowledge in mathematics and the physical sciences. Another alternative might be for the prospective engineering student to take some remedial work and a less accelerated program at the University of South Florida. For financial or other reasons, students may wish to avail themselves of the state's system of junior/community colleges which offer a wide range of remedial course work, and many of which also offer full programs in pre-engineering (first two years' course work). The University of South Florida offers all required pre-engineering courses every quarter. Therefore, every student can start the program at that point where his/her prior education terminated, and can proceed from that point at a rate commensurate with the student's capability and time availability.

Junior/community college students planning to transfer to the University of South Florida's engineering program at the junior level from a State of Florida operated college or university should plan to graduate with an A.A. degree, thus completing their general education requirements. All engineering students should also complete as much of the mathematics, science and engineering core course work as is available to them. The University's College of Engineering is available to assist junior/community colleges in the development of course materials and in the training of staff for their offering of applicable core pre-engineering course work. Junior/community college transfer students should note that in addition to freshman and sophomore level courses, all required junior level courses are given each quarter, thus permitting full continuity in studies for the student at all times.

The College of Engineering can assist students who are planning to obtain an Engineering degree from the University of South Florida and who have started their studies elsewhere in formulating a sound total program. Interested students should contact the Dean's Office furnishing sufficient detail to permit meaningful response.

Admission to the College

Freshmen and transfer students may elect to enter the College of Engineering's professional engineering program upon initial entry into the University by declaring the Bachelor of Science in Engineering degree program as their major. If not declared on initial entry, a student can at any time declare his/her intent to pursue the Bachelor of Science in Engineering degree program by applying in person in the Advising Office of the College.

To qualify for admission a student must have been accepted by the University as a degree-seeking student, must be in good academic standing, and must be otherwise acceptable to the College. More stringent requirements may be invoked by the college to limit enrollment to a level which is compatible with available resources. For information on supplementary admissions requirements contact the Office of the Dean, College of Engineering.

Students whose native language is other than English entering the College of Engineering must have taken, during the last year, the Test of English as a Foreign Language (TOEFL), and have the score sent to the University's Admissions Office. A score of 550 or better is required.

Potential engineering students should note that the critical course structure of the engineering program makes it desirable to enter the program as soon as the interest in and potential ability for engineering is recognized. Students should note that the characteristics of the engineering program do not require an identification of the area of engineering specialization (option) at the time of declaring engineering as a major. Students need to make this decision no later than their junior year.

Engineering coursework identified as 300 level or higher is considered professional level work and students enrolling for this work must have been admitted to the college or have received prior permission from the Office of the Dean or the department chairman sponsoring the coursework.

Engineering Advising

Effective pursuit of engineering studies requires careful attention to both the sequence and the type of courses taken. The engineering curriculum differs in key respects from the study plans of other majors—even in the freshman year. It is therefore important, and the college requires, that each student plan a curriculum with, and has it approved by, a faculty adviser in the College of Engineering.

Students transferring from other colleges within the University must contact the Coordinator of Engineering Advising in the Dean's Office for a faculty adviser assignment prior to acceptance into the college. New students must attend the University's Orientation program. They are assigned an engineering adviser during this program and receive advisement for their first quarter at that time.

Students who have made a decision regarding the engineering option they plan to follow are assigned a faculty adviser in the department corresponding to their interest. Students who have decided to follow a program of engineering studies but who are undecided on the specialty are advised in the Dean's Office.

The student and adviser jointly work out a plan of study which meets both the student's career objectives and the College
of Engineering’s degree requirements. A student may change advisers with the concurrence of the new adviser and the Dean’s Office. The advisers maintain the College of Engineering’s student records. A student transferring within the University must declare the desire to change majors in the advising office of the College where the new major is housed.

Departments & Programs

The supervision of the academic programs for the College is the function of the four administrative departments together with several coordinators. The departments are responsible for the professional program in engineering with the coordinators responsible for the special programs in Engineering Science, Engineering Technology, and Engineering Concepts. Each department is responsible for programs, faculty, laboratories and students assigned to it.

Electrical and Electronic Systems

This department offers study in all areas fundamental to Electrical Engineering and the electrical sciences: circuit analysis and design, electronics, communications, electromagnetics, control, solid state, systems analysis, electronic computer design, software engineering, etc. Basic concepts are augmented with well-equipped laboratories in networks, electronics, automatic control, digital systems, electromechanics, microwave techniques and communications. In addition, a small general purpose computer facility, a microprocessor laboratory, and a microelectronics fabrication laboratory are available to undergraduate and graduate students. The department administers the Electrical Option of the Bachelor of Science in Engineering (B.S.E.) degree program, the Master of Engineering (M.E.) degree program in Electrical Engineering, and the area of Electrical Engineering for the Master of Science in Engineering (M.S.E.) degree. This department also administers the bachelor’s level Computer Science Option and the master’s level Computer Science Concentration in Engineering Science.

Energy Conversion and Mechanical Design

This department offers study pertinent to the analysis and design of machines and systems needed by our modern society, through courses dealing with the classical Mechanical and Chemical Engineering subjects of lubrication, vibration and fatigue analysis, machine design, thermodynamics, heat transfer, environmental control, transport phenomena and reactor dynamics. In addition, it provides instruction in other fields of increased importance to the engineers of the future. Some of these fields are computer simulation, instrumentation, automatic control, power utilization, acoustics, and nuclear processes and the design and evaluation of innovative systems for energy utilization and pollution control. This department administers the Chemical and the Mechanical Options of the Bachelor of Science in Engineering (B.S.E.) degree program, as well as the area of Mechanical and Chemical Engineering for the Master of Science in Engineering (M.S.E.) degree.

Industrial Systems

This department offers study pertinent to the design, evaluation and operation of a variety of industrial systems ranging from service areas, such as data processing, to manufacturing plants. Topics include production control, inventory control, data processing systems design, statistics and operations research models. The department administers the Industrial Option of the Bachelor of Science in Engineering (B.S.E.) degree program, the Master of Engineering (M.E.) degree program in Engineering Administration, the area of Industrial Engineering for the Master of Science in Engineering (M.S.E.) degree and in-structs students in Computer Service courses offered by the University of South Florida.

Structures, Materials, and Fluids

This department offers course work and study pertinent to Civil Engineering, Engineering Mechanics, and Materials Science. Topics included are structural analysis, design and optimization; metals, polymers, ceramics; solid and fluid mechanics, stress analysis, vibrations, continuum mechanics, aerodynamics, gas dynamics, wave propagation, numerical methods; water resources, waste treatment, environmental engineering, and hydrospace engineering. The department administers the Structures, Materials and Fluids option of the Bachelor of Science in Engineering (B.S.E.) degree program, and offers several concentrations within this option. It also administers the area of Structures, Materials and Fluids for the Master of Science in Engineering (M.S.E.) degree.

Engineering Core

Both the four-year and five-year curricula of the College of Engineering are founded on a common core of course work which is required of all students. This course work is designed to give each student a thorough foundation of knowledge on which specialization studies and a professional career can be based. Emphasis is placed on three key elements: a solid foundation in science and mathematics, a basic understanding in all major engineering disciplines, and familiarity with Social Science and Humanities— to develop the whole individual. This common foundation of 152 minimum quarter hours breaks down as follows:

Social Science and Humanities Core 47 credit hrs min
Mathematics and Science Core 49 credit hrs min
Engineering Core 56 credit hrs min

Special requirements exist for the Chemical option. Students selecting this field should make sure they familiarize themselves with these. Detailed information can be obtained from the Energy Conversion and Mechanical Design department or the College’s Advising Office.

1. Social Science and Humanities Core Requirements (47 credit hours minimum)

Prospective Engineering majors must take 9 credit hours of Freshman English (ENG 101, 102, 103).

An additional 38 credit hours of course work is required in this core area, of which at least 34 hours must be selected from the current "Approved Social Science and Humanities Courses" list for Engineering and Engineering Science students. A minimum of 12 credit hours of this course work must be of 200 level or higher. At least 8 credit hours must be taken in each of the Humanities/Fine Arts area and the Behavioral and Social Sciences area (to meet the University’s General Distribution Requirements). It is recommended that the student pursue specific subject areas to some depth, since this develops areas of knowledge and interests which aid fuller development of the individual and later assist in relating a professional career to non-technical environments and situations.

It is desirable that at least 35 hours of this course work be taken in the first two years. Students are responsible for checking with their advisers to be sure that the specific courses they are taking meet the requirements of the Bachelor of Science in Engineering degree program.

Students who transfer from a State of Florida community college with an Associate of Arts degree and who have met that college’s General Education Requirement will normally find that their General Education course work satisfies the major portion—but not all—of the Social Science and Humanities Core requirement.
Credit by Examination can be obtained for some of this course work. CLEP General Examination credit is accepted for the areas of English Composition, Humanities and Social Science. Credit for CLEP Subject Examinations and CEEB Advanced Placement Tests can be accepted when the subject covered is recognized to be equivalent to USF course(s) on the “Approved Social Science and Humanities Courses” list. Questions in this area should be addressed to the Coordinator of Engineering Advising in the Dean’s Office.

2. Mathematics and Science Core Requirements (49 credit hours minimum)

The student with a satisfactory high school preparation must take 49 credit hours of mathematics and science course work. (Some credit towards this core requirement can be obtained by passing applicable CEEB Advanced Placement Tests or CLEP Subject Examinations.)

In mathematics this course work consists of a Calculus for Engineers sequence (or a calculus sequence of equivalent level), differential equations, and six hours of advanced mathematics courses supportive of the student’s selected field of specialization (option).

In science the course work consists of one year of General Chemistry and one year of Physics (with calculus), and normally one additional advanced science course supportive of the student’s area of specialization (option). Chemical option students should contact their department for special advanced chemistry requirements in this area.

Students whose high school preparation is insufficient to enter the Calculus for Engineers and/or the General Chemistry sequence are required to take supplementary mathematical (algebra and trigonometry) and/or chemical foundation course work.

3. Engineering Core Requirements (56 credit hours minimum)

The prospective engineering major must take 56 credit hours of engineering foundation course work drawn from the major disciplines. This course work is designed to equip the student with a sound technical foundation for later more advanced specialized course work and the eventual formation of professional judgment. This course work includes introductory studies in such areas as engineering analysis and computation, electrical engineering principles, thermodynamics, statics, dynamics and fluids, and properties of materials.

All but 10 credit hours of the engineering core are common to all areas of specialization (option) of the Bachelor of Science in Engineering program. The remaining 10 credit hours of course work must be chosen with concurrence of the departmental adviser to fit the option selection of the student. Details on this selection are available in the departmental office of the option selected, or in the College’s Advising Office.

FOUR-YEAR PROGRAM—BACHELOR OF SCIENCE IN ENGINEERING DEGREE (EGU)

The Bachelor of Science in Engineering degree is awarded upon successful completion of a program consisting of the required three areas of core course work—minimum of 152 credit hours—which is described above, and an additional 49 credit hours of course work in a designated area of specialization (option). Details covering the options are available on request from the responsible department, or from the College’s Advising Office.

Options are offered in the following disciplines of engineering:

1. General Option (49 credit hours)

All professional departments may offer the general option which consists of 49 credit hours of course work individually arranged by the student with the approval of the student’s adviser. This option is used where a student wishes to deviate from a prescribed disciplinary option utilizing course work from several different disciplines both within and without the College of Engineering.

Under this option a program in Biomedical Engineering includes course work in Biology (6 to 9 hrs.), Zoology (5 hrs.), Organic Chemistry (5 to 10 hrs.), Biomedical Systems Engineering (9 hrs.), an approved Senior Project in the biomedical area, and electives to complete the 49 credit hours specialization.

Pre-medical students follow a slight modification of this program which permits them to meet normal admissions requirements of medical schools.

Pre-law students find this option permits a strong technical and legal academic preparation.

2. Option in Chemical (49 credit hours)

Students pursuing the Chemical Option take designated, specialized course work in advanced chemistry, thermodynamics, energy conversion, separation processes, transport phenomena, heat and mass transfer, reacting systems, process control systems, as well as approximately 15 credit hours of chemistry and technical electives. Students must also satisfactorily complete a design and/or case study as part of their program. Special characteristics of the chemical option make it imperative that students retain constant close contact with their adviser.

Students completing this option normally pursue careers in chemical process industries, in public service (regulatory, planning and/or environmental), or in consulting or research. Products covered include paper and pulp, petroleum and petrochemicals, polymers and fibers, synthetic pharmaceuticals, foods, fertilizers, etc. Such modern societal problems as controlling pollution, handling wastes, advancing medical technology, providing food and energy more efficiently, etc. depend on the chemical engineer, among others, for their solutions.

3. Option in Electrical (49 credit hours)

Students pursuing the Electrical Option take designated, specialized course work in network analysis, electronics, communications, electromagnetic theory, linear system and control system analysis, and microelectronics. This course work is supplemented by electives in logic, sequential circuits, digital system design and microprocessors; distributed networks and UHF principles; and/or electromechanics and power system analysis. Students must also complete a Design Project prior to graduation.

Students completing this option normally pursue industrial careers in the power, electrical, electronic, or information industries or in related governmental laboratories and public service agencies. The electrical graduate may apply his/her knowledge to such diverse areas as television, communications, remote guidance, sensing (of people, vehicles, weather, crops, etc.), automation, computer and information systems, electric power generation and transmission, electrically propelled transportation, etc. The graduate may do this by performing needed engineering functions related to the research and development (often requires also an advanced degree), design, production, operation, sales, or management of these products/services.

4. Option in Industrial (49 credit hours)

Students pursuing the Industrial Option take designated, specialized course work in industrial processes and production control; engineering valuation; network modeling, computer simulation and systems analysis; operations research; design of experiments and engineering statistics. This course work is supplemented by courses in production and facilities design; computer languages, systems, and projects; and quality control.

Students completing this option enter careers in a broad range of industries, businesses and governmental and public
service areas. Their preparation covers activities common to all types of organizations; planning, analysis, implementation, and evaluation. In addition to traditional career opportunities in production and process areas of high-volume industries, the industrial graduate nowadays finds challenging careers in hospitals, transportation and service industries, and in municipal, county, state and federal administration.

5. Option in Mechanical (49 credit hours)

Students pursuing the Mechanical Option take designated, specialized course work in thermodynamics and heat transfer; physical measurements and energy conversion; machine analysis and design; mechanical design and controls; and fluid machinery. This is supplemented by elective coursework in such areas as power plant analysis, nuclear and reactor engineering; refrigeration and air conditioning; acoustics; lubrication; and vibration and balancing.

Students completing this option normally enter careers as design, consulting, research and development, or sales engineers in a wide range of industries which either turn out mechanical products or rely on mechanical machines, devices and systems for their production. Thus, mechanical graduates follow careers in such industries as vehicles and transportation, energy generation and conversion, instrumentation and automatic control, machinery, and heating and refrigeration. In industries which process their products mechanically (foods, some chemical, paper, waste, etc.) mechanical graduates also have career opportunities as plant or construction engineers, being responsible for the installation, operation, and maintenance of major mechanical system complexes.

6. Option in Structures, Materials and Fluids (49 credit hours)

Students pursuing the Structures, Materials and Fluids Option take designated coursework in solid mechanics, stress analysis, and structures; materials; fluid mechanics; engineering analysis applied to this discipline and a senior research/design project. This course work is supplemented by courses in one of the following areas of concentration, plus electives.


b. Civil Engineering concentration—courses in structural design, transportation, water resources and soil mechanics.

c. Water Resources concentration (designated by Board of Regents as a “Program of Distinction”)—courses in water resources, hydrology, and urban water systems.

d. Applied Mechanics concentration—courses in fluid mechanics, vibrations, continuum, and experimental mechanics.

Students completing this option enter careers as engineers in the civil, structural, sanitary, environmental, hydraulics, materials, engineering mechanics, aeronautical, etc. disciplines. All of these fields share the need for knowledge in the areas of engineering mechanics, civil engineering, and materials science. Through choice of the proper area of concentration the student has the opportunity to channel his academic studies specifically towards his/her career choice. Structures, Materials and Fluids students commence their engineering careers in either industry, with engineering consulting firms, or in public service at the federal, state or local level. Initial assignments include planning, design, and implementation of water resources, transportation and housing systems; regional planning, design and management for abatement of air, water and solid waste pollution problems; research and development of new materials, material processes and testing procedures; design of bridges, single and multistory structures; supervision of construction projects.

FIVE-YEAR PROGRAM—MASTER OF SCIENCE IN ENGINEERING DEGREE (EGG)

This program consists of a minimum of 152 credit hours of core course material plus 94 credit hours of specialization including a maximum of 18 hours of research or design project. Students are admitted to this program early in the beginning of their fourth year of study based on an evaluation by the faculty of their department. Unlike the traditional master's degree, which is attempted as a fifth year after completion of the baccalaureate degree, in this program both the fourth and fifth years are open to graduate level course work and additional calendar time is available for design or research projects.

The program leads concurrently to both the Master of Science in Engineering degree and the Bachelor of Science in Engineering degree with the specialization phase of the program being individually arranged and involving course work, design, research and/or operational experience. Should the student be unable to complete the full five years, the baccalaureate can be awarded provided the requirements for that degree have been met. Either an engineering report or a research thesis is required. See later section relative to master's program for additional information.

OTHER REQUIREMENTS FOR ENGINEERS

1. Humanities and Social Science Requirements

While the engineering undergraduate student is expected to complete certain requirements during the first two years of study which are directed toward the humanities and social sciences, and which are fulfilled by the completion of the Distribution requirements of the University (or general education requirements at other institutions), the University of South Florida expects more of its prospective engineering graduates than this minimum. The engineer must not only be a technically competent individual, but must also be a person who can understand, adjust and contribute to the social environment. The undergraduate engineering program at the University requires, in addition to the
minimum Distribution requirement of the University, an additional 22 credit hours of Humanities and Social Science course work.

Florida community college transfer students who have completed their General Education Requirements will not have to meet USF's General Distribution requirements. However, as is the case with USF students who have to take more than the minimum Distribution Requirements coursework in this area, the community college transfer student must expect to take some additional carefully selected upper level coursework in this area to meet the education standards for professional engineering programs in the SOCIAL SCIENCE AND HUMANITIES area.

2. English Requirement

Students who have been admitted to the College of Engineering may be required to take an examination in order to evaluate their preparedness in the use and understanding of the English language. The examination will be administered by the faculty of the University's English program.

Students evidencing an English deficiency will be required to initiate the necessary corrective programs, with the assistance of their advisers. It is recognized that such deficiencies can exist even though a student has met the University's minimum English requirements. Correction of any deficiency must be effected prior to recommendation of the student for graduation by the faculty of the College.

3. Mathematics Requirement

Students who are pursuing an engineering program are expected to acquire a facility for the rapid and accurate solution of problems requiring the use of mathematics. This requirement includes the ability to translate physical situations into mathematical models. Students evidencing a lack of manipulative ability or the ability to apply mathematics will be required to take remedial course work in engineering analysis and problem solving that is over and above their regular degree requirements. Faculty of the College who encounter students who are deficient in their mathematical ability will refer such cases to the Office of the Dean.

4. Continuation Requirements

All undergraduate students registered in the College of Engineering are expected to maintain the minimum of 2.0 average ("C" average) for all work attempted while registered in the College, as well as a minimum 2.0 average for all Engineering course work attempted of 300 level or above. Students who do not maintain this requirement will be declared ineligible for further registration for course work and degree programs in the College unless individually designed continuation programs are recommended and have been prepared by the student's adviser and approved by the academic committee of the College.

Key courses, including but not limited to Calculus, Physics, and Engineering courses in the student's area of specialization, must be passed with a grade of "C" or better before taking the next course in the sequence.

Students pursuing an engineering degree program are expected to take their courses on a graded (ABCDFA) basis. (Exceptions are required courses not available on a graded basis.)

Students receiving "I" grades must remove this deficiency at the first opportunity in accordance with a written agreement between student and instructor.

Continuation in the program after 3 withdrawals and/or failures in a specific engineering course of 300 level or higher, requires specific approval from the college.

5. Requirements for Graduation

In addition to the completion of the course work and/or project requirements of the respective programs of the College, students must be recommended for their degrees by the faculty of the College. It is expected that students completing their master's program would have completed their advanced work with a minimum average of 3.0 or "B." The awarding of a baccalaureate degree requires a minimum average of 2.0 or "C" for all engineering coursework of 300 level or above attempted while registered in the College. Students attempting but not completing their master's requirements may elect to request the awarding of the bachelor's degree, provided they have met that degree's requirements.

In addition to the College requirements listed above, degree candidates are expected to meet applicable special departmental requirements.

The College of Engineering offers three professionally oriented programs leading to a degree at the master's level. These are the post-baccalaureate Master of Science in Engineering degree program, Master of Engineering degree program, and the Five-Year Master of Science in Engineering degree program. Each professional department may elect to award one of these degrees depending upon prior arrangements with the student. Admission to the master's program is dependent upon a favorable evaluation by the department concerned. Applicants are expected to meet the minimum requirements of the University and those outlined below and in addition any special requirements specified by the departments and reported to the Dean of the College. Other requirements may be considered.

■ POST-BACCALAUREATE MASTER OF SCIENCE IN ENGINEERING DEGREE (EGP)

This graduate program of the College is designed for those students wishing advanced study which is research or design oriented.

Entrance Requirements

1. A baccalaureate degree in Engineering from an approved institution is required. Degrees in Mathematics, Physics, Chemistry and other fields may be accepted on an individual basis to meet this requirement. In such cases it is probable that supplemental remedial work in engineering will be necessary.

2. A minimum total score of 1000 on the verbal and quantitative portions of the Graduate Record Examination and/or a minimum grade point average of 3.0 out of a possible 4.0 for all work attempted during the last two years of undergraduate work is required.

3. Those who do not meet the regular entrance requirements may attempt a trial program as a Special (non-degree seeking) Student. Up to 18 hours of work attempted on this basis may be accepted into a graduate program upon satisfactory completion. Before attempting such a trial program the student should determine from the departmental adviser a list of courses and performance criteria for admission.

Program Requirements

1. A minimum of 45 credits of approved course work is required.

2. An overall grade point average of 3.0 is required for all work attempted in the program. No grade below "C" may be accepted in a graduate program. In the event that a student's average drops below 3.0 the student will be
placed on a probationary status and must obtain a directed program from his/her adviser approved by the Dean, prior to continuing course work toward the degree.

3. All students are required to pass a final comprehensive examination which may be written or oral prior to awarding the degree. These examinations are arranged and administered by the student's graduate committee.

4. Students in this program must complete a design or research project on which up to 9 credits may be used to fulfill degree requirements. The course 699 with the appropriate departmental prefix is to be used.

5. If a thesis is submitted it must be in accordance with the Handbook for Graduate Theses and Dissertations, University Graduate Council. For design projects a comprehensive report must be filed with the Office of the Dean of Engineering following, where practical, the guidelines of the handbook.

The students working on design and research projects must register for a minimum of 3 credits of course 699 with the appropriate departmental prefix each quarter the staff, facilities and laboratories of the University are used whether or not the student has accumulated the maximum credit allowed for research or design toward the degree. All students must register for 3 credits of course 699 with the appropriate departmental prefix during the quarter in which they submit their thesis or project report.

MASTER OF ENGINEERING DEGREE PROGRAM (EGM)

This non-thesis degree program is designed primarily to meet the needs of engineers actively engaged in the profession who wish to pursue graduate study at the master's level.

Entrance Requirements

Entrance requirements for the Master of Engineering program are the same as those for the post-baccalaureate Master of Science in Engineering degree program. It is expected that those applying to this program will be experienced or actively engaged in the engineering profession.

Program Requirements

1. A minimum of 45 credits of approved course work is required.

2. Students must maintain overall grade point average of 3.0 out of possible 4.0. No grade below "C" will be accepted in a graduate program. In the event that a student's average falls below 3.0 the student will be placed on probationary status and must obtain a directed program from his/her adviser and approved by the Dean prior to continuing further course work toward the degree.

3. All students are required to pass a final comprehensive examination which may be written or oral prior to awarding the degree. These examinations are arranged and administered by the student's department.

4. Students in this program must register for course 699 with the appropriate departmental prefix during the quarter in which they apply for the degree. This will be used as preparation for and administration of the final examination. This credit may not be used as part of the course work requirement.

THE ENGINEERING FIVE-YEAR MASTER'S DEGREE PROGRAM (EGG)

This program consists of a minimum of 246 credits of course work and results in concurrent awards of the Bachelor of Science and Master of Science in Engineering degrees. Unlike traditional master's programs following the baccalaureate degree, in this program both the fourth and fifth years are open to graduate level study and additional calendar time is available for research or design projects.

Entrance Requirements

1. Students who have senior standing (135 credits) with at least 24 credits completed at the University of South Florida in the engineering curriculum may apply for admission to the Five-Year Program.

2. A minimum total score of 1000 on the verbal and quantitative portions of the Graduate Record Examination is expected.

3. Above-average performance in the engineering program is expected.

Students apply for admission to this program through their department. They should consult their adviser when they need additional information.

Program Requirements

1. A minimum of 246 credits of approved course work must be compiled. Of this total 152 credits must comprise the engineering central core with an additional 94 credits of specialization. A maximum of 18 credits may be allowed for design and research.

2. Students admitted to the five-year program are expected to maintain a superior level of academic performance. A 3.0 out of a possible 4.0 grade point average is expected in the courses in the student's graduate course of study. A student in the Five-Year Program who fails to maintain the required academic standards will be placed on probation. Failure to comply with the terms of the probation will result in the student being dropped from the program.

3. Students in this program must complete a design or research project for which up to 9 credits of course 499 with appropriate departmental prefix and up to 9 credits of course 699 with appropriate departmental prefix may be used to fulfill degree requirements.

4. If a thesis is submitted it must be in accordance with the Handbook for Graduate Theses and Dissertations, University Graduate Council. For design projects a comprehensive report must be filed with the Office of the Dean of Engineering, following where practical the guidelines of the handbook.

5. All students are required to pass a final comprehensive examination which may be written or oral prior to awarding the degree. These examinations are arranged and administered by the student's graduate committee.

APPLIED SCIENCE AND TECHNOLOGY

Several degree programs and a series of courses are offered by the College of Engineering which are designed for students who do not wish to pursue professionally oriented degree programs in engineering but who wish to obtain a technical background coupled with other interests. The programs available can be broadly divided into two areas: ENGINEERING SCIENCE and ENGINEERING TECHNOLOGY and are discussed in more detail below.
Engineering Science

Engineering Science is an applied science discipline which relates to new and innovative areas of endeavor at the frontiers of technological development and research. It represents a marriage between basic science and its utilization in such varied fields as computer science, biology, social and environmental sciences, applied mathematics, ocean engineering, and energetics. The common denominator to this wide range of subjects is a strong foundation in rigorous scientific and engineering principles and practices.

This training provides a most desirable background for graduate study in the areas of concentration mentioned and in other professional areas such as law, medicine, and business.

Preparation for Engineering Science

Students anticipating pursuit of studies in Engineering Science should follow the guidelines given for Engineering in this bulletin when planning their high school and/or community college studies.

Admission to Engineering Science

Admissions requirements and procedures are the same as for Engineering.

Engineering Science Advising

Students pursuing a course of study in Engineering Science are assigned to an adviser who is familiar with the requirements of this program and whose special interests match the student's specialization objectives. Comments and requirements spelled out in the section on Engineering Advising in this bulletin are applicable to this program.

FOUR-YEAR PROGRAM—BACHELOR OF SCIENCE IN ENGINEERING SCIENCE DEGREE (EGC)

The College of Engineering offers a curriculum leading to the Bachelor of Science in Engineering Science degree which stresses the scientific aspects of engineering. The curriculum is a four-year program with a minimum requirement of 180 quarter hours, providing the student with an unusual depth of study in mathematics, science, and engineering without limiting the opportunities to broaden one's education in humanities and social sciences. The exact composition of the curriculum followed by a given student is determined by the student with the advice and consent of the academic adviser, and based on the option chosen.

An option in Computer Science provides a continuum of training and knowledge in the foundations of information processing. Courses range from studies in software and programming, data structures, operating systems, and systems analysis to the analysis of computer architecture and organization, logic design, automata theory, hardware simulation, microprocessors and reliability considerations. Finally a number of specialized electives allows concentration on applications of computers to a variety of activities such as scientific computation, computer-aided design, business systems, biomedical research, and pattern recognition.

Graduates from this program follow fruitful careers in either scientific or business applications of computers. They are often involved in the systems level definition of information processing complexes for both manufacturers of computers and for users. A wide and expanding variety of design and applications opportunities characterize this field. This is the reason for requiring a broad function in applied mathematics and the physical sciences, and also to develop communications abilities and clear perceptions in the social sciences and the humanities. Research and development opportunities as a computer scientist, often following graduate training, are present in the areas of artificial intelligence, software engineering, digital data communications, data base management, fault-tolerant computing and testing, microprogramming and simulation.

This program is administered through the Coordinator for Computer Science Program, Department of Electrical and Electronic Systems.

An option in Applied Mathematics covers applied analytical techniques to establish a more fundamental understanding of basic physical phenomena leading to engineering applications. Areas of mathematics considered from an applied viewpoint include modern algebra, theory of algorithms, classical advanced calculus, complex variables, probability and statistics, numerical procedures, approximation theory, operations research, and applied mathematical programming. The use of computers is emphasized. This program provides the student with an opportunity that is not available in either a pure mathematics curriculum or in a design-oriented engineering program.

An option in Environmental Science is designed for students who desire to develop the broad interdisciplinary background necessary for careers in environmental protection with industry and government. Training is provided in the sociological sciences of politics, government, and social science; the communication arts (speaking and writing); and the scientific and technological aspects of air, water, and noise pollution.

Other options are designed for such areas as Ocean and Energetics.

Baccalaureate Requirements (minimum 180 credit hours)

The Bachelor of Science in Engineering Science degree program requires a strong foundation in mathematics and science, foundation course work in the humanities, social sciences, and other non-technical areas, a basic knowledge of engineering fundamentals, and culminates in approximately one year of specialized—often interdisciplinary—studies. These basic requirements are further listed below.

1. Humanities, social science, and other non-technical areas requirement (42)
2. Mathematics and science requirements (45)
3. Engineering Science core requirement (41)
4. Specialization requirement (52)

(There may be minor variations from these numbers in a defined option.)

Other Requirements for Engineering Science

The English, Mathematics, Continuation, and Graduation requirements for the Engineering degree program are applicable to the Engineering Science degree program.

Students with a Computer Science option will not be given credit towards their degree for Computer Service Courses (ESC) taken without prior consent of their adviser.

FIVE-YEAR PROGRAM—MASTER OF SCIENCE IN ENGINEERING SCIENCE DEGREE (EGF)

Students who at the beginning of their senior year are clearly interested in graduate study are invited to pursue a five-year
program of study leading simultaneously to the Bachelor of Science in Engineering Science and Master of Science in Engineering Science degrees. The keys to this program are:

1. A two-year research project extending through the fourth and fifth years.
2. The opportunity of taking graduate courses during the fourth year and deferring the taking of senior courses to the fifth year. The requirements for the combined degrees do not differ from those for the two degrees pursued separately.
3. Above-average performance in the engineering science program is expected.

Students apply for admission to this program through their adviser, and he should be consulted when additional information is needed. General requirements include:

1. Senior standing (135 credits) with at least 24 credits completed at the University of South Florida in the engineering science curriculum.
2. A minimum score of 1000 on the verbal and quantitative portions of the Graduate Record Examination is expected.
3. Above-average performance in the engineering science program is expected.

Students following the Computer Science option can obtain through this program the deeper specialization required of those engaged in advanced research and development.

### Engineering Technology

The College of Engineering offers a program leading to the degree of Bachelor of Engineering Technology to serve educational needs in engineering-related areas. The program normally provides for two years (90 min. credit hours) of study at the University of South Florida following two years (90 credit hours) of successful study in an engineering technology program which has lead to an Associate of Science degree. Many programs of the State System of Community Colleges uniquely mate with this program.

#### BACHELOR OF ENGINEERING TECHNOLOGY (ETK)

Upon completion of their full four years of study leading to the award of the Bachelor of Engineering Technology degree, students will have gained a well-rounded background concentrated in the following areas: Engineering Technology, Mathematics and Science, Liberal Arts and Social Science, and Management and related areas (including Computers). A student who has completed this program should be adequately prepared to assume career responsibilities in technical, technical supervisory, or technical executive positions. Prospective students should note, however, that this program is not intended to be an engineering program. Rather, its function is to bridge the gap between design or research professional engineers, technicians, and management. It is for this reason that the program consists of a balance of course work in technical, management, and Liberal Arts and Social Science areas.

A typical student pursues the bulk of the Engineering Technology course work, together with much of the mathematics and science course work within the framework of a junior college Associate of Science degree engineering technology program. Most of the Liberal Arts and Social Science course work, Management and Computer-oriented studies, and some additional engineering technology course work is taken by the student at USF during the junior and senior year. The typical four years of study thus exhibit approximately the following course work distribution (in credit hours):

<table>
<thead>
<tr>
<th>Course Area</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering Technology</td>
<td>80</td>
</tr>
<tr>
<td>Management &amp; related studies</td>
<td>30</td>
</tr>
<tr>
<td>Liberal Arts, Social Science and Electives</td>
<td>48</td>
</tr>
<tr>
<td>Mathematics and Science</td>
<td>22</td>
</tr>
<tr>
<td>Total</td>
<td>180</td>
</tr>
</tbody>
</table>

Specific students’ programs may deviate from this balance to some extent due to the differences in the students’ first two years’ program contents.

At USF a portion of each student’s program may be used for one of the areas of concentration listed below.

- Computer Systems Technology
- Construction Technology
- Electronics Technology
- Industrial Engineering Technology
- Management Engineering Technology

These areas are designed to complement the technical work received at the community colleges and need not necessarily be in the same field in which the A.S. degree is awarded.

Students entering this program will have their transcript annotated as to the institution from which their technical training was received as well as their technical specialization as designated by that institution.
Admission

In general, students are expected to have successfully completed an Associate of Science degree in Engineering Technology at a community college or to have accomplished equivalent work. Normally, the student should have completed a minimum of mathematics through applied integral calculus and a non-calculus physics sequence. If the student's performance in his community college program indicates a reasonable probability of success in the Bachelor of Engineering Technology program, the student will be admitted to USF. Students are required to complete a minimum of 90 additional quarter hours to receive the Bachelor of Engineering Technology degree. Because this evaluation procedure is unique to the Bachelor of Engineering Technology program, the application for admission should clearly indicate the desired major field as "Engineering Technology." This application should be filed through the Office of Admissions.

Students who are currently following a program other than that of an Associate of Science degree in Engineering Technology at a community college and who are interested in pursuing studies in this field in this program should contact the College of Engineering for further guidance.

Further information is available from:
Director of Engineering Technology
USF St. Petersburg Campus
830 First Street, South
St. Petersburg, Florida 33701
or

Other Requirements

The following supplemental requirements listed on page 87 are applicable to this program:
- English Requirement
- Mathematics Requirement
- Continuation Requirement

In addition to the completion of the course work of the College, students must be recommended for their degrees by the faculty of the College. The awarding of a baccalaureate degree requires a minimum average of 2.0 or "C" for all engineering course work of 300 level or above attempted while registered in the College.

Location

The course work for this program is offered on both the Tampa campus and the St. Petersburg campus. On occasion, it may be necessary for a student at the St. Petersburg campus to go to the Tampa campus for a specific course, or vice versa. It should be noted that the St. Petersburg campus does not have dormitory facilities and students must arrange to live off campus. The Center Administrator of the St. Petersburg campus will assist where possible in locating housing.

Computer Service Courses (ESC)

Recognizing that the general purpose digital computer has made significant contributions to the advancement of all elements of the academic community and that it will have an even greater impact in the future, the College of Engineering offers several levels of credit course work, undergraduate and graduate, to serve students of all colleges in order that they may be prepared to meet the computer challenge.

Computer-oriented courses are offered in two broad categories: (1) those courses which are concerned with the operation, organization and programming of computers and computer systems from the viewpoint of examining the fundamental principles involved in computer usage; and (2) those courses which are concerned with computer applications to a variety of different disciplines, by means of user-oriented-languages such as FORTRAN, PL/1 and COBOL.

In order that the students may derive maximum benefit from the courses, according to their interests, the courses are further divided into two groups: (1) those courses of general interest to a wide variety of disciplines (ESC courses); and (2) those courses of particular interest to students in engineering and the physical sciences.
The College of Fine Arts serves the three-fold purpose of providing programs of study, theatres of practice, and programs of events for the University family, the surrounding community, and the citizens of the State of Florida.

Its prime objectives are: (1) to provide a broad but thorough education dedicated to the development of professional excellence in those who are highly talented in the fine arts, (2) to foster this feeling and commitment to aesthetic excellence in those preparing for teaching, and (3) to provide curricular studies and extracurricular activities designed to enrich the life of the general University student and contribute to the overall human environment of the University community.

In addition to offering degree programs in the departments of Art, Dance, Music, and Theatre, the college is the home of the Florida Center for the Arts, and SYCOM.

Programs in art education and music education are offered jointly by the College of Fine Arts and the College of Education. Studio and history courses in art, vocal and instrumental music for these programs are offered by the College of Fine Arts. (See programs under the College of Education.)

**Florida Center for the Arts**

In 1968, the University of South Florida created the Florida Center for the Arts as a unit within the College of Fine Arts. The various personnel and fine arts programs on campus were consolidated into one administrative structure to more efficiently concentrate on all three areas of the university's responsibility—education, research, and community service.

The functions of the Florida Center for the Arts are as follows:

1. To initiate and conduct programs which will bring students and the general public into contact with the highest level of professional activity in all the arts.
2. To offer opportunities for students and public to have direct contact with professional artists.
3. To conduct programs which will allow opportunity for specialized professional study or training in areas not covered by the regular academic structure of the University.
4. To develop programs which can relate the public school system to professional cultural activity.
5. To sponsor research and develop research facilities relative to the development of the arts.
6. To create exhibition and performance programs available for use on campus and throughout the state.
7. To plan and develop physical facilities for the Florida Center.
8. To conduct conferences, seminars and symposiums in the arts for general public exposure.
9. To make available professional consultant services.
10. To provide a technical and design center for the performance areas in the College of Fine Arts.

Through its program of exhibitions, visiting artists in all performance areas, films, and residencies of professionals, including companies, ensembles and individuals all of the highest quality available, the Florida Center enhances the quality of the cultural life of the whole University and Civic Communities as well as providing an enriching supplement to the work of the academic departments of the College. In addition, the Florida Center provides management and production support to the performance programs generated by the various departments of the College. The activities of the Center allow personal exposure of students to important creative talents and offer the serious Fine Arts major an invaluable educational opportunity.

**Visiting Artists and Artists-in-Residence Programs**

The remarkable extent, the wide diversity, and the superlative quality of the programs initiated and conducted by the Florida Center for the Arts reflects the desire of a major university and its College of Fine Arts to use its resources for the broadest possible educational and cultural advantages.

Only a partial listing of individual artists and performing groups of outstanding caliber sponsored by the Florida Center for the Arts includes: John Cage; The Guarneri String Quartet; Lorin Hollander; The Juilliard String Quartet; The New York Pro-Musica; Elizabeth Schwartzkopf.

More extensive lists of professional artists and performing organizations appear in this Bulletin under the sections of the specific units in the College of Fine Arts in which research, demonstration, teaching and other educational activities have directly instructed and otherwise benefited students. See Visiting Artists and Artists-in-Residence: under Art on page 95; under Dance on page 96; under Music on page 96; under Theatre on page 97.

**SYCOM**

The Systems Complex for the Studio and Performing Arts—SYCOM—provides staff, courses of study, service and facilities to encourage active participation in ongoing art research by faculty and students in the College, members of the University community, citizens in the Tampa Bay area and distinguished artists and scientists in residence.

The facilities, already equipped and operating in SYCOM, are: Digital Studio—The PDP 11/10 computer provides an advanced, state-of-the-art system for innovative teaching and research in computer-assisted music composition, graphic, spatial, kinetic, and filmic arts. Digital-to-analog as well as analog-to-digital converters interface the computer with various voltage controlled devices. Analog Studio—Two Moog-10 synthesizers, a 100-series Buchla Electronic Music System, multi-channel tape machines and a master console for 16-channel quad-mixing are the heart of the analog system for SYCOM. Each unit is capable of being controlled by the PDP 11/10. Real-Time Applications is a small recording studio and workshop for electronic music performance experiments. Systems Research Lab maintains, coordinates and interfaces the various studies of SYCOM.

In SYCOM, individual or group projects, sponsored by SYCOM or by extramural granting agencies are highly appropriate. Project results are manifest in public lectures, performances, reports, publications, exhibits, or in large theatrical events and special workshops, often in contexts such as Sound Gallery, the Event/Complex Series, the summer teaching program, Art-Tech Workshop, and the new music/media festival, INTERMUSE.
BACCALAUREATE LEVEL DEGREE PROGRAMS

Admission to the College

A freshman student may elect to enter the College of Fine Arts as a potential major in one of the four departments as early as his initial entry into the University, provided that he has completed his first advisory period with the Division of University Studies. At that time, the new freshman has to correctly indicate his College and major choice. However, any student in the University in good standing, at whatever level, at any time (even in the middle of a quarter), can apply to change from another major or Undecided to a major in the College of Fine Arts irrespective of and without affecting course work in progress. The student desiring to make this change must acquire his advising records from his present adviser and take them to the College of Fine Art's advising office, where new records will be initiated and maintained upon acceptance.

Transfer students and students from other units of this University with previous college or university fine arts course credits (art, dance, music, theatre) must have such courses evaluated by meeting the appropriate portfolio or audition requirements when they seek admission to the College of Fine Arts. These students are urged to make early arrangements for any necessary portfolio reviews or auditions, as well as advising appointments, since these must take place prior to course scheduling and registration. Further, students are required to take their own copies of their transcripts showing all previous college or university course work to advising, portfolio review and/or audition appointments. Additional information may be obtained and appointments may be made by telephoning or writing the College's advising office or the office of the department of particular interest.

Advising in the College

The College of Fine Arts operates a central advising office located in the Fine Arts Building, staffed full time by the Coordinator, his assistants, and two secretaries. This central advising facility is open daily from 8:00 a.m. to 12:00 noon and 1:00 p.m. to 5:00 p.m. throughout the University work year. It maintains the records of all major students in the College (art, dance, music, theatre) and provides on-going day-to-day academic advising and assistance to all students who seek it whether they are majors in the College or are potential new students or transfers from outside the University or from within.

Upon admission to the College of Fine Arts, undergraduate students with a declared major will be counseled in their selection of courses by an adviser from the major field. Students will then plan the remainder of their college program to fulfill their educational needs and to satisfy requirements for the Bachelor of Arts degree.

Degree-seeking graduate students accepted into the M.F.A. program in art or into the M.M. program in music will be counseled on program completion requirements and in their selection of courses by the Graduate Art Adviser or by the Graduate Music Adviser.

Any student in the University, regardless of the student's departmental, college or major affiliation, may take any course in any one of the various programs in any one of the four departments in the College of Fine Arts for elective credit as well as for the General Distribution Requirement when the course is appropriate to the student's level, when the student has the established prerequisites for the course, and when there is a vacancy in the course at the time of the student's registration.

In all cases, the responsibility for meeting all graduation requirements rests entirely upon the student.

Special Assistance to the Student:

Student academic problems of an unusual or extraordinary nature, even seemingly unsolvable problems needing particular attention and personalized clarification and/or resolution, may be directed to the Coordinator of Advising and Graduate Studies in the College of Fine Arts.

Graduation Requirements

The College of Fine Arts currently offers one undergraduate degree, the Bachelor of Arts (B.A.), attainable in the Departments of Art, Dance, Music and Theatre. These requirements are referred to on page 33 of this catalog, but are briefly summarized here:

1. 180 credits with at least a "C" average (2.0) in work done at the University of South Florida. At least 60 of the 180 credits must be in courses numbered 300 or above.

2. Departmental Requirements: Completion of a major in a subject or an integrated major involving several subjects with a minimum of 63 credit hours (except for music majors—see item #6 and except for theatre, see item #7). Waiver for credit of up to 18 credit hours is possible by demonstration of competence. Review is by Faculty Committee.

3. Free Electives: To allow the student the opportunity to choose between a greater breadth and a greater depth of experience. 35 credit hours of free electives (except for music and theatre majors) are permitted, only 28 hours of which may be taken in the department of the student's major.

4. Special Requirements: Except for students majoring in music and theatre, at the discretion of the other departments of the College, students may be required to take up to 22 hours of courses outside the major department which are deemed necessary to meet the particular needs of individual students engaged in special areas of study in that department. All majors must take at least 9 hours in one or more of the other departments of the College.

5. General Distribution Requirements: The remaining 60 credits of the student's 180 credit hour degree requirement may be satisfied by completing the University's General Distribution Requirement as explained on page 32 of this catalog. This requirement may also be satisfied by the A.A. degree holder from a Florida Junior or Community College or from another State University with General Education requirements met, the General Education requirements being broadly acceptable as the equivalent of the General Distribution requirements. (In this case, the College of Fine Arts will accept a total of 90 quarter transfer hours from the A.A. degree holder.) The A.A. degree is in no way a requirement for acceptance into the College of Fine Arts (or into any one of its upper level degree programs), or a requirement for graduation from the University.

6. Music Departmental Requirements: Students majoring in music must complete 96 specified departmental credits, 7 credits of Free Electives, 8 credits in the Special Requirement area, plus 9 credits in one or more of the other departments of the College.

7. Theatre Departmental Requirements: Students majoring in theatre following the design and technology track must complete 74 specified departmental credits, 24 credits of Free Electives, 13 credits in the Special Requirement area, plus 9 credits in one or more of the other departments of the College. Students following the performance track must complete 75 specified departmental credits, with 23 Free Electives, 13 Special Electives and 9 credits in one or more of the other departments of the College. Students majoring in professional theatre must complete 96 specified departmental credits, 2 credits of Free Electives, 13 credits in the Special Requirement area, plus 9
credits in one or more of the other departments of the College.

8. To be eligible for graduation, a student must earn 45 of the last 90 hours in residence at the University of South Florida. However, any course work to be taken and any credits to be earned outside of the University to be applied toward graduation from the University must have prior specific approval in writing from the student’s academic major adviser, from the Chairman of the student’s major department, from the Coordinator of Advising for the College, and from the Dean of the College.

9. Specific questions concerning program requirements for the B.A. degrees in the College, or any other problems needing particular personalized clarification, should be directed to the Coordinator of Advising and Director of Graduate Studies, College of Fine Arts, University of South Florida 33620.

10. The responsibility for seeing that all graduation requirements are met rests with the student.

B.A. Degree Requirements in the College of Fine Arts (Art, Dance, Music, Theatre):

Briefly summarized here, are the 180 minimum hour requirements for the B.A. degree in the College of Fine Arts:

1. In Art and in Dance, a minimum of 63 hours in the major.
2. In Theatre, a minimum of 74 hours for the design and technology track; a minimum of 75 hours for the performance track; and 96 hours for the professional track in the major.
3. In Music, a minimum of 96 hours in the major.
4. For all majors, 60 hours in General Distribution Courses.
5. For Art, Dance, 35 hours of Free Electives (of which 28 hours may be taken in the major).
6. For Music majors, 7 hours of Free Electives (none of which may be taken in the major).
7. For Theatre majors, 24 hours of Free Electives for Design and Technology track; 23 hours of Free Electives for Performance track; and 2 hours of Free Electives for the Professional track (none of which may be taken in the major).
8. For Art and Dance majors, 22 hours of Special Requirements outside the major department.
9. For Theatre majors, 22 hours of Special Requirements outside the major department.
10. For Music majors, 17 hours of Special Requirements outside the major department.

Courses for General Distribution Requirements:

Courses in the College of Fine Arts with the departmental prefixes ART, DAN, MUS and TAR fall within Area II of the University’s General Distribution Requirements. This means that any student in the University may utilize art, dance, music, and theatre courses toward the partial satisfaction of the University’s 60-hour General Distribution Requirements. (See page 32 of the University Bulletin for a complete description of General Distribution Requirements and their satisfaction by AA degree holders and other transfer students with “General Education Requirements” met.) However, a major in any one of the four departments in the College of Fine Arts may utilize only those courses in the other three departments of the College for Area II General Distribution Requirements.

Contracts and Permission Slips

All Directed Studies courses in the College and all variable credit courses in the College require contracts between students and instructors describing the work to be undertaken by the students and specifying the credit hours. These contracts are to be completed with 4 copies and signed by the student, the instructor and the Department Chairman. The student and the instructor each retain a copy, with one copy going to the College Advising Office. It is the student’s responsibility to obtain the necessary signatures and make the required distribution of all copies. Important: the student must have his/her signed copy of a contract at the time of registration. Permission Slips: Admission into some courses is possible only by consent of instructor (CI), consent of chairman (CC), or by audition or portfolio review. When such special permission is required, it will be the student’s responsibility to obtain any required “Permission Slip” for presentation at registration.

Additional Contracts: The College of Fine Arts requires that any S/U grading agreement entered into between student and instructor be formalized by a contract in quadruplicate signed by the student and the instructor. Distribution: one copy retained by the instructor, one copy for the student, one copy delivered to the department office and one copy delivered to the College Advising Office.

I Grades (Incompletes) must be contracted for by mutual agreement between student and instructor, with the contract describing specifically the amount and nature of the work to be completed for the removal of the incomplete grade. This contract additionally clearly specifies the date that the work will be due (within legal limits) for grading. Both the student and the instructor must sign this contract and the distribution of the four copies will be the same as with S/U contracts. A student must not register for a course again to remove an “I” grade.

S/U Grading in the College

1. Non-majors enrolled in college major courses may undertake such courses on an S/U basis with instructor approval.
2. S/U grading agreements between instructors and students must be carried out in the form of written contracts.
3. The timetable for the completion of an S/U contract agreement between instructor and student in any given quarter will be determined solely by the instructor.
4. Credits earned by a non-major student with an “S” or “U” grade will not count toward the student’s minimum major course graduation requirement should that student ultimately decide to become a major student in one of the four departments in the College. Instead, such credits earned with an “S” grade will be assigned to the student’s required-for-graduation 35 hour Free Elective category (with the exception of music).
5. Although Fine Arts major students may take up to 28 hours of course work in their major to be used as Free Electives, (with the exception of music majors), Fine Arts students are not entitled to the S/U grading option in courses taken in their major subject area, even when specifically used or intended to be used as Free Electives.
6. In the College of Fine Arts, the only S/U graded courses available to a major student in his major subject area are those curriculum allowable courses designated S/U (that is, S/U only).
7. With the exception of such courses as may be specifically required under the College’s “Special Requirements” regulations, and such specific courses that may be required in the General Distribution area, there will be no limitation whatsoever placed on student majors in the College as to the number of courses taken S/U outside of his major department, nor upon the number of hours that may be taken S/U outside of the major department, nor upon the number of courses or hours that may be taken S/U outside the major department during any given quarter of study.

Dean’s List Honors

Interdisciplinary Study

In spite of the fact that an undergraduate interdisciplinary degree program is not formally offered in the College of Fine Arts, it is nevertheless possible for a student to pursue what amounts to an interdisciplinary program of study in the College when the student is able (or when he sees fit) to utilize the 35 hours of Free Electives allowed him toward that end.

Programs and Curricula

ART (ART)

Departmental Requirements for the B.A. Degree

The art curriculum is designed to develop the student's consciousness of aesthetic and ideological aspects of art and its relationship to life and to assist students in the realization of personal ideas and imagery. Most B.A. recipients interested in college teaching, museum or gallery work, fine or commercial studio work pursue the extended discipline and experience offered at the graduate level.

Although the program allows many possible courses of study, most students will select one or two areas of emphasis chosen from the offerings in studio (painting, sculpture, ceramics, printmaking, photography, film, drawing), history or theory.

The listing of courses in the Art Department (page 141) are in a numerical sequence, by level, and are not topically grouped by subject matter-related areas or sequentially organized by specified disciplines in such a manner as to suggest the various major concentration options available to the art major.

Although the Art Program allows many possible courses of study, most art major students will select one or two areas of emphasis chosen from the course offerings listed.

The major concentrations, or areas of emphasis, available to undergraduate (B.A. seeking) art students are:

- DRAWING
- PAINTING
- SCULPTURE
- CERAMICS
- GRAPHICS
- LITHOGRAPHY and/or INTAGLIO and/or SILKSCREEN
- PHOTOGRAPHY
- CINEMATOGRAPHY
- ART HISTORY and THEORY

Art Studio Concentration

The following are the 63 quarter hour minimum requirements for a studio major (each course requiring a grade of "C" or better):

1. Each of Visual Concepts I (two-dimensional), Visual Concepts II (three-dimensional) and Basic Seminar, each with a grade of "C" or better, for a total of 10 credit hours.
2. Minimum of 12 credit hours of 300-level studio courses exclusive of Technique Seminars (from drawing, painting, sculpture, ceramics, printmaking I, photography, cinematography).
3. Minimum of 12 credit hours of 400 and/or 500-level studio courses exclusive of Technique Seminars (from drawing, painting, sculpture, ceramics, lithography, intaglio, silkscreen, photography, cinematography, video arts).
4. Minimum of 12 credit hours in Idea Seminars and/or art history courses.
5. Art Senior Seminar for 3 credit hours.
6. Sixteen credit hours of additional art courses (which may include Technique Seminars), for a total of 63 quarter hours in art.

Art History Concentration

The following are the 63 quarter hour minimum requirements for an art history major (each course requiring a grade of "C" or better):

1. Visual Concepts I (two-dimensional), Visual Concepts II (three-dimensional) and Basic Seminar, totaling 10 credit hours.
2. Minimum of 20 credit hours of 400-level art history courses (of this, Twentieth Century art history, 4 credit hours, is required).
3. Seminar in the History of Art History for 4 credit hours.
4. A minimum of 16 credit hours in Idea Seminar (2 quarter hours each) and/or Directed Readings (1 to 6 quarter hours each) and/or Critical Studies in Art History (4 quarter hours each).
5. Art Senior Seminar, 3 credit hours.
6. Ten additional credit hours of art courses, to total a minimum of 63 quarter hours.
7. A proficiency in at least one foreign language, with either French or German being strongly recommended. In lieu of some considerable direct living experience with another language, it is suggested that a minimum of two years of college-level study of a language be undertaken.

For more specific information as to the satisfaction of this requirement, the student should consult with the faculty of the art history area of the art department.

Special Requirements for All Art Majors

At the discretion of the Art Department, major students may be required to take up to 22 hours of courses outside the Art Department which are deemed necessary to meet the particular needs of individual students engaged in special areas of study in that department. Of these, at least 9 hours must be taken in the other departments of the College of Fine Arts.

Transfer credit will be given on the basis of portfolio and transcript evaluation.

The requirements for the bachelor's degree in Art Education are listed under the College of Education.