See other maps inside back cover
ACCENT ON LEARNING

GENERAL CATALOG
OF THE
UNIVERSITY OF SOUTH FLORIDA
1979-80

Vol. 21, No. 5        USF        July, 1979
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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, national origin, or handicap. The University is an affirmative action Equal Opportunity Employer.

The announcements, information, policies, rules, regulations, and procedures set forth in this Catalog 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.

Self-guided cassette tours of the Tampa campus are available at the University Center information desk.

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
Freshmen 974-4026
Graduate 974-4090
Transfer 974-4035
College of Medicine:
Associate Dean for Admissions, MDC 1415 974-2229
New College:
Office of Admissions (Sarasota) 355-7671
Athletics (Intercollegiate)
Director of Athletics, PED 214 974-2125
Bachelor of Independent Studies Program
External Degree Program, FAO 105 974-4058
Career Planning and Placement
Division of Cooperative Education and Placement, SVC 243 974-2171
College Level Examination Program (CLEP tests)
Office of Evaluation and Testing Services, 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 243 974-2171

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, FAO 126 974-2846
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 262 974-2721
Minority Student Advising
Division of University Studies, SVC 122 974-2076
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 209 974-2291

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>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Calendar</td>
<td>4</td>
</tr>
<tr>
<td>General Information</td>
<td>7</td>
</tr>
<tr>
<td>Admissions and Related Matters</td>
<td>12</td>
</tr>
<tr>
<td>Financial Information</td>
<td>19</td>
</tr>
<tr>
<td>Student Services and Student Affairs</td>
<td>24</td>
</tr>
<tr>
<td>Academic Policies and Procedures,</td>
<td>31</td>
</tr>
<tr>
<td>Programs and Services</td>
<td></td>
</tr>
<tr>
<td>Division of Graduate Studies</td>
<td>46</td>
</tr>
<tr>
<td>College of Arts &amp; Letters</td>
<td>53</td>
</tr>
<tr>
<td>College of Business Administration</td>
<td>64</td>
</tr>
<tr>
<td>College of Education</td>
<td>72</td>
</tr>
<tr>
<td>College of Engineering</td>
<td>92</td>
</tr>
<tr>
<td>College of Fine Arts</td>
<td>103</td>
</tr>
<tr>
<td>College of Medicine</td>
<td>112</td>
</tr>
<tr>
<td>College of Natural Sciences</td>
<td>113</td>
</tr>
<tr>
<td>New College of USF</td>
<td>127</td>
</tr>
<tr>
<td>College of Nursing</td>
<td>130</td>
</tr>
<tr>
<td>College of Social &amp; Behavioral Sciences</td>
<td>133</td>
</tr>
<tr>
<td>Course Descriptions</td>
<td>148</td>
</tr>
<tr>
<td>Organization &amp; Personnel</td>
<td>280</td>
</tr>
<tr>
<td>Faculty &amp; Administrative Staff</td>
<td>284</td>
</tr>
<tr>
<td>Index</td>
<td>310</td>
</tr>
</tbody>
</table>

Use the edge index by flexing the book to locate the first page of each section listed in the Contents.

Cover photo by Eric Munk '78.
### ACADEMIC CALENDAR

The Academic Calendar for New College of USF appears on page 129.

#### Summer Quarter (IV), 1979

**NOTE:** Dates apply to 10 week term. See Quarterly University Class Schedule for appropriate deadlines in other than 10-week session.

- **May 7, Monday**
  - Last day to apply for admission
- **May 7-11, Monday-Friday**
  - Early registration for Quarter IV (continuing and accepted Former Students Returning) (tentative)
- **May 21, Monday**
  - Last day for USF Former Students Returning to make application for readmission
- **June 14, Thursday**
  - Registration by appointment
- **June 18, Monday**
  - Classes begin
- **June 22, Friday**
  - Last day to withdraw/drop and receive full refund of registration fees
- **June 22, Friday**
  - Last day to add courses
- **June 22, Friday**
  - Last day for late registration (see registration fee). Also last day to register as a Non-Degree Seeking Special Student
- **June 29, Friday**
  - Last day to register for Continuing Education courses
- **June 29, Friday**
  - Last day for Continuing Education course refund
- **July 4, Wednesday**
  - Independence Day Holiday
- **July 6, Friday**
  - Last day to apply for degree to be earned at the end of Quarter IV
- **July 27, Friday**
  - Last day to drop courses without academic penalty
- **July 27, Friday**
  - Last day to withdraw without academic penalty
- **August 24, Friday**
  - End of Summer Quarter (IV)

#### Fall Quarter (I), 1979

- ****May 21-25, Mon.-Fri.
- ****July 30-August 3, Mon.-Fri.

- **August 13, Monday**
  - Fall Quarter Early registration for students enrolled Spring Quarter (tentative)
- **August 19, Monday**
  - Fall Quarter Early Registration for students enrolled Summer Quarter (tentative)
- **September 19, Wednesday**
  - Last day to apply for admissions
- **September 20, Thursday**
  - Evening Courses Only Registration
- **September 20, Thursday**
  - Registration by appointment
- **September 25, Monday**
  - Non-Degree Seeking (Special) Student Registration

- **September 28, Friday**
  - Classes begin
- **September 28, Friday**
  - Last day to withdraw/drop and receive full refund of registration fees
- **September 28, Friday**
  - Last day to add courses
- **September 28, Friday**
  - Last day for late registration (see late registration fee); last day to register as a Non-Degree Seeking (Special) Student
- **October 5, Friday**
  - Last day to register for Continuing Education courses
- **October 5, Friday**
  - Last day for Continuing Education course refund
- **October 12, Friday**
  - Last day to apply for degree to be earned at the end of Fall Quarter
- **November 2, Friday**
  - Last day to drop courses without academic penalty
- **November 2, Friday**
  - Last day to withdraw academic penalty
- **November 12, Monday**
  - Veterans Day Holiday
- **November 22-23, Thurs. & Fri.**
  - Thanksgiving Holiday
- **December 12, Wednesday**
  - End of Fall Quarter (I)

#### Winter Quarter (II), 1980

- ****October 29-November 2, Mon.-Fri.
  - Early registration for Winter Quarter (continuing and accepted Former Students Returning) (tentative)
- **November 21, Wednesday**
  - Last day to apply for admission
- **January 2, Wednesday**
  - Evening Courses Only Registration
- **January 3, Thursday**
  - Registration by appointment
- **January 3, Thursday**
  - Non-Degree Seeking (Special) Student Registration

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

* See separate calendar for Regional Campuses' registration dates.
### Winter Quarter (Continued)

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>January 7, Monday</td>
<td></td>
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<tr>
<td>January 11, Friday</td>
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</tr>
<tr>
<td>January 11, Friday</td>
<td>Classes begin</td>
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<td>January 11, Friday</td>
<td>Last day to withdraw/drop and receive full refund of registration fees</td>
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<td>January 11, Friday</td>
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<td>January 18, Friday</td>
<td>Last day for late registration (see late registration fee); last day to register as a Non-Degree Seeking (Special) Student</td>
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<tr>
<td>January 25, Friday</td>
<td>Last day to register for Continuing Education courses</td>
</tr>
<tr>
<td>February 15, Friday</td>
<td>Last day for Continuing Education course refund</td>
</tr>
<tr>
<td>February 15, Friday</td>
<td>Last day to apply for degree to be earned at the end of Winter Quarter</td>
</tr>
<tr>
<td>March 19, Wednesday</td>
<td>Last day to drop courses without academic penalty</td>
</tr>
<tr>
<td>March 19, Wednesday</td>
<td>Last day to withdraw without academic penalty</td>
</tr>
<tr>
<td>March 19, Wednesday</td>
<td>End of Winter Quarter (II)</td>
</tr>
</tbody>
</table>

### Spring Quarter (III), 1980

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>February 4-8, Monday-Friday</td>
<td>Early registration for Spring Quarter (continuing and accepted Former Students Returning) (tentative)</td>
</tr>
<tr>
<td>February 19, Tuesday</td>
<td>Last day to apply for admission</td>
</tr>
<tr>
<td>February 26, Wednesday</td>
<td>Registration by appointment</td>
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<tr>
<td>March 27, Thursday</td>
<td>Non-Degree Seeking (Special) Student Registration</td>
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<td>March 27, Thursday</td>
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<td>March 27, Thursday</td>
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<td>March 27, Thursday</td>
<td>Last day for late registration (see late registration fee); last day to register as a Non-Degree Seeking (Special) Student</td>
</tr>
<tr>
<td>April 11, Friday</td>
<td>Last day to register for Continuing Education courses</td>
</tr>
<tr>
<td>April 18, Friday</td>
<td>Last day for Continuing Education course refund</td>
</tr>
<tr>
<td>May 9, Friday</td>
<td>Last day to apply for degree to be earned at the end of Spring Quarter</td>
</tr>
<tr>
<td>May 26, Monday</td>
<td>Last day to drop courses without academic penalty</td>
</tr>
<tr>
<td>June 11, Wednesday</td>
<td>Last day to withdraw without academic penalty</td>
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<tr>
<td>June 15, Sunday</td>
<td>Memorial Day Holiday</td>
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<tr>
<td>June 15, Sunday</td>
<td>End of Spring Quarter (III)</td>
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<tr>
<td>June 15, Sunday</td>
<td>Commencement Convocation</td>
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</tbody>
</table>

### Summer Quarter (IV), 1980

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>May 5-9, Monday-Friday</td>
<td>Early registration for Summer Quarter (continuing and accepted Former Students Returning) (tentative)</td>
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<tr>
<td>May 13, Tuesday</td>
<td>Last day to apply for admission</td>
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<td>June 23, Monday</td>
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<td>Last day for Continuing Education course refund</td>
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<td>June 27, Friday</td>
<td>Last day to apply for degree to be earned at the end of Summer Quarter</td>
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<td>July 25, Friday</td>
<td>Last day to drop courses without academic penalty</td>
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<tr>
<td>August 15, Friday</td>
<td>Last day to withdraw without academic penalty</td>
</tr>
<tr>
<td>August 29, Friday</td>
<td>End of 8-week Summer Session</td>
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<tr>
<td>August 29, Friday</td>
<td>End of Summer Quarter (IV)</td>
</tr>
</tbody>
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**Note:** Dates apply to 8- and 10-week sessions. See Quarterly University Class Schedule for appropriate deadlines in other than 8-week session.

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**January 1980**

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<tr>
<td>March 19, Wednesday</td>
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**April 1980**

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**May 1980**

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

"See separate calendar for Regional Campuses’ registration dates."
REGIONAL CAMPUSES

Fort Myers

Fall Quarter (I), 1979
- September 19-20, Wednesday & Thursday
- September 24-28, Monday-Friday

Winter Quarter (II), 1980
- January 2 & 3, Wednesday & Thursday
- January 7-11, Monday-Friday

Spring Quarter (III), 1980
- March 26 & 27, Wednesday & Thursday
- March 31-April 4, Monday-Friday

Summer Quarter (IV), 1980
- June 18 & 19, Wednesday & Thursday
- June 23-27, Monday-Friday

Regular Registration
Late Registration and Non-Degree Seeking (Special) Student Registration

St. Petersburg

Fall Quarter (I), 1979
- July 30-August 2, Monday-Thursday
- September 19, Wednesday
- September 24-28, Monday-Friday

Winter Quarter (II), 1980
- October 29-November 1, Monday-Thursday
- January 2, Wednesday
- January 7-11, Monday-Friday

Spring Quarter (III), 1980
- February 4-7, Monday-Thursday
- March 26, Wednesday
- March 31-April 4, Monday-Friday

Summer Quarter (IV), 1980
- May 5-8, Monday-Thursday
- June 18, Wednesday
- June 23-27, Monday-Friday

Regular Registration
Late Registration and Non-Degree Seeking (Special) Student Registration

Sarasota

Fall Quarter (I), 1979
- August 1, Wednesday
- September 18, Tuesday
- September 19, Wednesday
- September 24-27, Monday-Thursday

Winter Quarter (II), 1980
- October 31, Wednesday
- January 2, Wednesday
- January 7-10, Monday-Thursday

Spring Quarter (III), 1980
- February 6, Wednesday
- March 25, Tuesday
- March 26, Wednesday
- March 31-April 3, Monday-Thursday

Summer Quarter (IV), 1980
- May 7, Wednesday
- June 17, Tuesday
- June 18, Wednesday
- June 23-26, Monday-Thursday

Regular Registration
Late Registration and Non-Degree Seeking (Special) Student Registration

COLLEGE OF MEDICINE

First Academic Session, 1979

July 2, Monday
July 3, Tuesday
July 4, Wednesday
July 5-6, Thursday-Friday
July 9, Monday
September 3, Monday
November 9, Friday
November 22-23, Thurs.-Fri.
December 14, Friday

Regular Registration
Clinical Orientation
**Independence Day Holiday
Clinical Orientation
Classes Begin
*Labor Day Holiday
*Veterans Day Holiday
*Thanksgiving Day Holidays
End of First Academic Session

Second Academic Session, 1980

January 2, Wednesday
May 9, Friday

Classes Begin
End of Second Academic Session

Third Academic Session, 1980

May 19, Monday
May 26, Monday
July 4, Friday
September 1, Monday
September 12, Friday

Classes Begin
*Memorial Day Holiday
**Independence Day Holiday
*Labor Day Holiday
End of Third Academic Session

* These holidays may be waived for students serving in Clinical Clerkships at the discretion of the individual Chiefs of Service.
USF — THE METROPOLITAN UNIVERSITY . . .
A BREAK WITH TRADITION

The University of South Florida broke with tradition when it was founded over 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. Together 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

Dr. John S. Allen, astronomer and educator, served as USF's first president from 1956 to 1970. Dr. Cecil Mackey, economist and lawyer, was president of the University from 1971 to 1976. Dr. John Lott Brown, psychologist and optical scientist, became our third president at the beginning of 1978. Continuity in administration has been provided by Dr. Harris W. Dean, acting president, 1970; Wm. Reece Smith, Jr., interim president, 1976-77; and Dr. Carl D. Riggs, acting president, 1977.

Now it is its twenty-third year of existence, the University has graduated more than 45,000 students—eighty percent of whom reside in Florida—and served over 210,000 persons in credit and non-credit courses. Enrollment in the fall of 1978 totaled over 23,000 and projections indicate that USF will enroll more than 30,000 students 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.

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

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 301 on State Highway 582 (Fowler Avenue), two miles east of I-75.

The St. Petersburg Campus is located on Bayboro Harbor in downtown St. Petersburg, a city of more than 235,000 people. The campus serves more than 620,000 people living in Pinellas County.

The Fort Myers Campus is located at the site of the Gwynne Institute Building in downtown Fort Myers and serves the people of Florida's lower West coast. Recently the Board of Regents accepted a 55-acre site adjacent to Edison Community College to accommodate the growth of USF's Fort Myers Campus.

The Sarasota Campus is located on what was formerly the 100-acre campus of the private New College and adjoins the State-owned Ringling Museums property. Located between the cities of Sarasota and Bradenton, the Sarasota Campus serves a population of approximately 315,000.

**ACHIEVING THE UNIVERSITY'S MISSION: MEASURES OF SUCCESS**

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 campus serves a part of the modern urban environment. "

**Mission**

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."

**Students Served**

- 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 45,000 graduates reside in the Greater Tampa Bay Area.
- The majority of upper division students are transfers from other institutions.

**Programs Offered**

A measure of success in accomplishing the University's mission—and one more significant than mere statistics—is the nature of our academic programs. Through them we have sought to serve an increasingly urban State and nation. These programs are in the Academic Affairs division of the University and, for the most part, are administered in one of our 10 colleges: Arts & Letters, Business Administration, Education, Engineering, Fine Arts, Medicine, Natural Sciences, Nursing, Social & Behavioral Sciences, and an honors-type college, New College of USF on the Sarasota Campus.
In this publication are discussed the major academic programs in the University. Through them we serve the people of Florida through the instruction of students, the advancement of knowledge, and community service.

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. Since then Ph.D. programs have been established in Chemistry, Education, English, Engineering Science, Mathematics, Medical Sciences, and Psychology. The University is also in the process of planning an Educational doctorate (Ed.D) degree program.

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 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 Sciences, 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 St. Petersburg 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 development of the 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 counties 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 127.)

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

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St. Petersburg Campus
many cultural and recreational facilities of Florida's "Sunshine City." However, steps to expand the St. Petersburg Campus have already been taken, and at the present time, complete upper level programs are available to students wishing to major in English, Accounting, General Business Administration; Management, Early Childhood Education, Elementary Education, English Education, Social Science Education, Exceptional Child Education, Engineering Technology, Criminal Justice, Geography, History, Political Science, Psychology, and Sociology. Graduate level courses are also offered in various programs in Education and Business.

In addition to the above, 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 41.)

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

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**Special Programs**

A number of special programs offer USF students flexibility and relevance. They include the Off-Campus Term Program, Bachelor of Independent Studies (External 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—"Open University" (O.U.). Each of these programs is described elsewhere in this publication. You are encouraged to explore their potential for helping you attain your educational goals.

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**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 halls, which blend colorful interiors with spacious exteriors, symbolically and architecturally suggesting the casual accessibility that has become a USF trademark.

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**ORGANIZED FOR EFFECTIVENESS**

The University is organized into the five broad areas of academic affairs, student affairs, administrative affairs, university relations, and finance & planning. The vice presidents who head these five 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 committees and organizations representing the faculty, staff, and student segments of the University Community. At USF, your views count; they are solicited and given serious consideration. The President is responsible through the Chancellor to the Florida Board of Regents for internal policy and the procedures of the University. More detailed information on these matters is available in the Special Collections Room, USF Library.

**Office of Alumni Affairs**

The purpose of the Office of Alumni Affairs is to stimulate and maintain alumni interest in the University of South Florida. In completing its mission, the office works primarily through the USF Alumni Association. A professional staff maintaining offices in the Student Services Building is responsible for administering alumni programs. In coordinating its effort through the Association, the Alumni Affairs office strives to interest, involve, and inform alumni.

In addition, the Alumni Affairs director serves as Executive Director of the Association and as such is responsible for managing the Alumni Association business and other program affairs. The Alumni Association exists primarily to support the University of South Florida. As a communication link between the University and its alumni, the Association provides the following: Alumni scholarships: currently awards 15 full one-year tuition scholarships. Alumni Century Club: An organization of alumni who contribute $100 annually as members of the Century Club. Telefund campaigns: Each chapter conducts an annual telephone drive to raise scholarship dollars. Brahman Alumni Network: Alumni throughout the nation serve as hosts for graduating seniors. Graduating class: The Association sponsors the USF Yearbook, honorary soci-
ety socials, commencement, receptions, the King-O'Neal Award, outstanding senior award, and Distinguished Alumni awards.

Office of Development
The purpose of the University Development office is to identify private funding and other resources to insure excellence and conduct expansion of selected new programs at USF for which State resources are not available or not available in quantities to meet program objectives. In completing its mission, the Development office coordinates all general University fund-raising programs and other special fund-raising programs related to the activities of several University support groups.

The Development office also furnishes faculty and staff members with up-to-date private foundation information systems and solicits deferred gifts through the USF Foundation.
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 on the basis of race, sex, color, creed, religion, handicap, 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. You may also write to the Office of Admissions, University of South Florida, Tampa, Florida 33620. Please indicate whether you will be entering as a first-time-in-college freshman, an undergraduate transfer student, or a graduate student. Applications for admission to the College of Medicine should be requested directly from the Office of Student Affairs, College of Medicine, 12901 N. 30th Street, University of South Florida, Tampa, Florida 33612.

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 assuring that the necessary academic records and credentials are sent to the USF Office of Admissions directly from the appropriate institution or agency. These documents would include all transcripts from all schools attended and all test scores from testing agencies.

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 15) 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.

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.

An applicant will be permitted to request change of entry date twice without fee. After the second request a new application and another fee will be required.

Students who have been admitted on a provisional basis must submit the missing credentials which must substantiate their eligibility for admission.

All documents submitted become property of USF and will not be returned to applicant or forwarded to another addressee.
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 40.)
2. Recognition of satisfactory performance in secondary school Advanced Placement Programs of the College Entrance Examination Board (see Advanced Placement Credit Program, page 41.)
3. Dual enrollment at USF prior to graduation from High School or a Community College (see Dual enrollment, page 15 and USF-Florida Public Community College Dual Enrollment, page 39.)
4. Early admission for high school seniors (see Freshman-Early Admission on page 13.)
5. Open University (O.U.) Courses by TV. (See page 40.)

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.

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 17 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.

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 17 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. Recommendation from the high school principal or superintendent.

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

Undergraduate Transfer

USF will accept transfer credits only from those institutions accredited by one of the six regional accrediting agencies. The admission decision will be based on the student's prior work, if any, at an accredited institution, if they are applying from a non-accredited school.

Undergraduate transfer requirements are as follows:

1. Be in good standing and eligible to return to the last regionally accredited 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 regionally accredited school 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 the section on Community College Relations, page 17.

Summer Enrollment Requirement

All students entering the University with less than 90 quarter hours of credit should refer to the section of Graduation Requirements—Baccalaureate Degree, page 36, 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 effective 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:
1. Completion of a minimum of 60 semester hours (90 quarter hours) of academic work exclusive of occupational courses and basic required physical education courses.
2. Completion of an approved general education program of not fewer than 36 semester hours (54 quarter hours).
3. 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. The University of South Florida has certain quota/limited access programs. These programs are so designated in the Community College Counseling Manual, in the Catalog, and are on file with the Statewide Articulation Coordinating Committee.
3. Applications from students who have attended another college after receipt of an A.A. Degree will be processed as a regular undergraduate transfer.

Transient
A transient student is one who is coming from a regionally accredited institution and 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.

English Competency
The University is also concerned with English competency and opportunities for success of any applicant for whom English is a second language. In our desire to assist and provide advice and guidance we may require submission of satisfactory Test of English as a Foreign Language (TOEFL) scores.

The University reserves the right to further screen any student after arrival on campus for English proficiency.

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 advisor have a realistic understanding of the student’s academic ability and competence in English. International students must have earned an appropriate degree to indicate that he/she is academically prepared and qualified to undertake the studies requested. Applicants to the graduate programs must have earned, in an institution of higher learning, a degree which is equivalent to a bachelor’s degree from a regionally accredited university in the United States.

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 has the appropriate background to undertake the studies proposed. If not, the applicant will be so advised by the Admissions Office and the application process terminated. If the student is eligible for further consideration, 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 entry date, together with the non-refundable $15.00 application fee. Submission of a formal application does not guarantee admission. Priority in admission 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 showing proof of financial resources sufficient to cover tuition, fees, room and board, and other expenses for the full academic year. Travel costs must be assumed by the student in addition.
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 550 will be required from non A.A. graduates for all colleges and programs. Applicants are responsible for making arrangements with the Office of Educational Testing Service to take the examination and to have their scores sent directly from the Educational Testing Service to the Office of Admissions. Student copies are not acceptable. 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.

The University welcomes qualified students from other countries to the campus community. This international exchange lends to the enrichment of life, intellectual development, research and understanding, and exposes the students, faculty and staff to cultural and national differences in outlook, experience and ideas.

The International Student Adviser 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, Department of Immigration and Naturalization Services, and other agencies.

Dual Enrollment—High School

Dual enrollment in USF classes is open to academically qualified students currently enrolled in high school who are recommended by their guidance counselor or principal. An applicant should secure the Dual Enrollment Recommendation form from the Office of New Student Relations.) High School students seeking dual enrollment status are preadvised by and obtain the Non-Degree Seeking Registration form (Special Student) from the Office of Advising, Division of University Studies. Dual enrollees register as special students and are admitted to USF classes on a space available basis during the first week of every quarter. Up to 20 quarter hours of college credits earned through dual enrollment may be applied toward the student's USF undergraduate degree when he is regularly enrolled after high school graduation.

Non-Degree Seeking (Special) Student

To serve the academic needs of people in its service area, the University has established the non-degree seeking (special) student classification. Individuals not desirous of earning a degree but who would like to enroll in classes do not make formal application to the University. Enrollment is by means of a Non-Degree Seeking (Special Student) Registration Form available in the Office of Records and Registration and college advising offices.

Non-Degree seeking (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.

The Non-Degree Seeking (Special Student) Registration Form must be completed for each term of enrollment. 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 having taken above 18 graduate hours as non-degree seekers must obtain approval from the appropriate graduate office and/or Graduate Council to have those hours counted toward their degree requirements.

Former USF degree seeking 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 that institution on file in the Registrar's Office before registration will be allowed.

Former non-degree seeking (special) students are eligible only if they wish to remain in the non-degree status.

Non-degree seeking students must adhere to deadline dates published in the quarterly University Class Schedule.

Non-degree seeking (Special) students are subject to the same academic policies as undergraduate degree seeking students.

Graduate Students

Graduate Students should refer to the section on "Division of Graduate Studies," page 46.

Readmissions (Former Students Returning)

A Former Student Returning (FSR) is any degree-seeking 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. Consult the quarterly University Class Schedule for any procedural changes.

Former College of Education majors must contact the College of Education Advising Office for additional readmission requirements.

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.

Request that official transcripts of all work attempted at other institutions be sent to the USF Office of Records and Registration, Attention: Evaluation Clerk.

Former undergraduate students who have completed their baccalaureate degree, transient students, and non-degree seeking (Special) students who wish to enter graduate study for the first time as degree seekers must file a Graduate application in the Office of Admissions prior to the deadline listed in this catalog. Students in the above categories are not considered Former Students Returning.

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 Non-Degree Seeking (Special) students.

3. Former USF students who have earned their baccalaureate degree at USF or at another institution and who now desire to return to USF to earn another undergraduate 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.

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.

Faculty Committee on Student Admissions

The Faculty Committee on Student Admissions serves as an advisory body to the University administration on matters pertaining to the establishment and maintenance of policies, principles and regulations affecting the selection and admission of undergraduate students. It meets regularly to review petitions for waivers of USF admissions standards submitted by those applicants to undergraduate programs of the University who have been denied admission.

To petition the committee, an applicant must secure the appropriate form from the Office of Admissions. Completed forms should be returned to the Office of Admissions for review, and applicants will receive notification of the committee's action from the Office of Admissions.

Evaluation of Transfer of Credit

1. University of South Florida will accept credits only from those institutions accredited by one of the six regional accrediting...
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.

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

Any student wishing to enroll simultaneously in evening classes must register and pay fees in the manner prescribed for students attending campus daytime classes.

Students who do not register for classes by the close of the regular registration period may register during late registration, the first week of classes. A $25.00 late registration fee is charged for this privilege. (See the section on fees for additional information and the quarterly University Class Schedule for dates.) Fees must be paid for all courses registered for at the end of the regular drop/add period (see Academic Calendar for dates).
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 strongly 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 Evaluation and Testing

The Office of Evaluation and Testing 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 40): 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.

Continuing Education

The University of South Florida offers both credit and noncredit educational programs to serve the 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 20 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 Catalog.

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 Office of New Student Relations. (See page 29.)
Resident Status—Florida and Non-Florida

1. For the purpose of assessing registration and tuition fees, a student shall be classified as a “Florida” or “non-Florida” student.

(a) A “Florida student” is a person who has domicile in and who shall have resided in the State of Florida for at least twelve (12) consecutive months immediately preceding the first day of classes of the academic term in which the student enrolls. In determining residency, the University may require evidence such as voter registration card, driver’s license, automobile registration, location of bank account, rent receipts, or any other relevant materials as evidence that the applicant has maintained continuous residency. Physical presence for the entire twelve-month period need not be required so long as the conduct of the student, taken in total, manifests an intention to make Florida his or her permanent dwelling place. If such student is a minor, it shall mean that the parent or parents, or legal guardian of the student shall have domicile in and have resided in the state of Florida for the period stated above. “Florida student” classification shall also be construed to include students who hold an Immigration and Naturalization Form 1-151, Resident Alien Registration Receipt Card, or Cuban Nationals or Vietnamese Refugees who are considered as Resident Aliens, provided such students meet the residency requirements stated above and comply with subsection 2, below. The burden of establishing facts which justify classification of a student as a resident and domiciliary entitled to “Florida student” registration rates is on the applicant for such classification. A resident alien student, to qualify for Florida residency, must have resided in the state of Florida for 12 months after receipt of their resident alien status. This is to include a resident alien parent of a student who is under the age of 18.

(b) In applying this policy:

(1) “Student” shall mean a person admitted to the institution, or a person allowed to register at the institution on a space available basis.

(2) “Minor” shall mean a person who has not attained the age of 18 years, and whose disabilities of minority have not been removed by reason of marriage or by a court of competent jurisdiction.

(3) “Domicile” for fee paying purposes shall denote a person’s true, fixed, and permanent home and place of habitation. It is the place where the applicant lives and remains and to which he expects to return when he leaves, without intent to establish domicile elsewhere.

(4) “Parent” shall mean a minor’s father or mother, or if one parent has custody of a minor applicant, it is the parent having court assigned financial responsibility for the education of the student; or if there is a court appointed guardian or legal custodian of the minor applicant, it shall mean the guardian or legal custodian.

(5) The term “dependent student”, as used in this rule is the same as a dependent as defined in sections 151(c)(1)(2)(3) and (4) of the Internal Revenue Code of 1954. A copy of these provisions in the Internal Revenue Code of 1954 is incorporated in this rule by reference.

(6) A “non-Florida” student is a person not meeting the requirements of subsection (a) above.

2. In all applications for admission or registration at an institution on a space available basis, a Florida applicant, or, if a minor, the parent or legal guardian of the minor applicant, shall make and file with such application a written statement, under oath, that the applicant is a bona fide citizen, resident, and domiciliary of the state of Florida, entitled as such to classification as a “Florida student” under the terms and conditions prescribed for citizens, residents, and domiciliaries of the state of Florida. All claims to “Florida student” classification must be supported by evidence as stated in Section 6C-7.05(1), Administrative Code of Florida, if requested by the registering authority.

3. A “non-Florida student” or, if a minor, his parent or Guardian, after having been a resident and domiciliary of Florida for twelve (12) consecutive 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. A “non-Florida student” must have resided in the state of Florida with the intent to establish domicile for at least twelve (12) consecutive months after reaching the age of majority. An application for reclassification as a “Florida student” shall comply with provisions of subsection 2, above. An applicant who has been as classified as a “non-Florida student” at time of original enrollment shall furnish evidence as stated in Sec. 6C-7.05(1), Administrative Code of Florida, to the satisfaction of the registering authority that the applicant has maintained continuous residency in the state for the twelve months required to establish residence for tuition purposes. In the absence of such evidence, the applicant shall not be reclassified as a “Florida student.” In addition, the application for reclassification must be accompanied by a certified copy of a declaration of intent to establish legal domicile in the state, which intent must have been filed with the Clerk of the Circuit Court, as provided by Section 222.17, Florida Statutes. If the request for reclassification and the necessary documentation is not received by the Registrar prior to the last day of registration for the term in which the student intends to be reclassified, the student will not be reclassified for that term.

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

(a) The spouse of any person who is classified or is eligible for classification as a “Florida student” is likewise entitled to classification as a “Florida student”. This provision will not apply in the case of students who are non-resident aliens or who are in the United States on a non-immigration visa.

(b) If an applicant’s eligibility for classification as a “Florida student” is based on the residency of the spouse, the spouse shall make and file with the application a written statement under oath, that said person is the spouse of the applicant and a bona fide citizen, resident and domiciliary of the state of Florida, entitled as such to classification as a “Florida student.”

(c) 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.

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.
of Regents, in the absence of a clear demonstration that he has established domicile and residency in the state, as provided under subsection 3, above.

(d) Any "Florida student" who remains in the state, after his parent, who was previously domiciled in Florida or stationed in Florida on military orders removes from this state, shall be entitled to remain classified as a "Florida student" so long as his or her attendance at a school or schools in Florida shall be deemed "continuous." However, such student claiming continuous attendance must have been enrolled at a Florida school, college or university for a normal academic year in each calendar year, or the appropriate portion or portions thereof, from the beginning of the period for which continuous attendance is claimed. Such a student need not attend summer sessions or other such intersession beyond the normal academic year in order to render his attendance "continuous."

5. Appeal from a determination denying Florida status to any applicant therefore may be initiated after appropriate administrative remedies are exhausted by the filing of a petition for review pursuant to Section 120.68 Florida Statutes in the District Court of Appeal in the appellate district in which the institution maintains its headquarters or where a party resides.

6. 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.

7. Special Categories—The following categories shall be treated as Florida residents for tuition purposes if adequate documentation is provided:

(a) A member of the Armed Services of the United States who is stationed in Florida on active duty pursuant to military orders, the spouse and dependent students. Military duty must be verified by a copy of the military orders and a statement from the unit commander stating that the student is on active duty and the date stationed in Florida.

(b) A veteran of the Armed Forces of the United States of America with twenty (20) or more years of active military service, including the spouse and dependent students of such veteran's immediate family, provided that the veteran is in Florida at time of retirement or moves to Florida within one year following retirement and files a declaration of Florida domicile. Military service must be verified by a copy of DD 214 and a notarized statement that the student has moved to Florida with the intention of making Florida his permanent home and the date moved.

(c) Full-time elementary, secondary, and community college faculty members under current teaching contracts in the state of Florida, and their spouses and dependent students. Contractual status must be verified by a written statement from school official or copy of teaching contract.

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### Fees

#### 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>Undergraduate</td>
<td></td>
</tr>
<tr>
<td>Lower level (0001-2999)</td>
<td>$15.00</td>
</tr>
<tr>
<td>Upper level (3000-4999)</td>
<td>16.50</td>
</tr>
<tr>
<td>Graduate (5000 and over)</td>
<td>22.00</td>
</tr>
<tr>
<td>Thesis and Dissertation</td>
<td>24.00</td>
</tr>
</tbody>
</table>

* See "Resident Status".

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 six or more credit hours on the Sarasota campus must pay a $12.00 or $10.00, respectively, Student Health Fee for the quarter. A student enrolling for four or less credit hours on...
the Tampa campus or five or less credit hours on the Sarasota campus 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 a co-op assignment must pay a minimum of one (1) hour at the level of the co-op assignment.

Students who are not registered for any courses and apply for graduation must pay for one hour at the level of graduation (i.e., $16.50 for a Bachelor's Degree and $22.00 for a higher level degree.)

5. Registration fee payments should be mailed to:

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

6. 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 "0700" 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. A $25.00 late payment fee will also be assessed to students whose registration checks are returned and not cleared by the specified payment deadline. 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 day (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, by cash, cashier's check, or money order 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 $2.50 per hour charge for all credit hours taken during the quarter. By paying a $2.50 per 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. 160-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.

   Per Quarter

   Quarter I, II, III $230.00
   Quarter IV, per week 21.50

11. Food Service

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

   Saga Food Service

   Per Quarter

   20 meal plan—Mon. through Sun. $268.07
   15 meal plan—Mon. through Fri. 238.28
   12 meal plan—Mon. through Sun. 255.42
   10 meal plan—Mon. through Fri. 227.79

   • Prices listed are subject to change for the academic year 1979-80. 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 the student or death in the immediate family —parent, spouse, child, or sibling.
      (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 $2.50 per hour withdrawal fee deducted, regardless of course level.

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 25 cents is made for each check cashed.
4. Responsibility for the check rests with the final endorser.

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 a vehicle registration certificate indicating proof of who owns 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 $20.00 for an academic year; $8.00 for an academic quarter. Yearly fees for students registering after the first quarter will be adjusted proportionally. Students may park in remote areas for a lesser fee. All decals expire on 31 August of the academic year.

Motorcycles

The fee for motorcycles and mopeds will be $5.00 per year no matter what time of year they are registered.

Bicycles

The fee for bicycles is $1.00. Bicycles need only be registered once. The decal issued for bicycles is valid for four years. A booklet entitled "USF Bicycle Traffic and Parking Regulations" will be issued to each student registering a bicycle.

Handicapped

Students with permanent disabilities which impede walking may register vehicles without charge, and receive a specially assigned parking space.

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 G.I. Bill. All degree programs currently offered at USF, including some limited access programs, are approved by the State Approving Agency.

The Office of Veterans Affairs or veterans coordinator on each campus can provide information concerning the following: certification for VA benefits, VA advance payment, VA Student Deferment of registration and tuition fees, VA tutorial assistance, VA education loan, VA work-study, veterans advising and counseling services (see Offices of Veterans Affairs, page 30). To initiate, change, or renew benefits, requests should be submitted through one of the above offices. Allow six to eight weeks processing time before expecting the first VA check. Requests for VA advance checks should be submitted no later than six weeks prior to commencement of the enrollment period.

To be eligible for full-time VA benefits, undergraduates and non-degree seeking special students must enroll for 12 or more quarter hours, and degree seeking graduate students must enroll for 8 or more quarter hours each normal academic quarter (10-13
weeks). There are special VA regulations regarding non-degree seeking special student enrollment; dual enrollment at more than one institution; courses taken by audit (no benefits); courses in which non-punitive grades are awarded (W- Withdrawal, U/UI-Unsatisfactory, or I-Incomplete, unless removed within a calendar year); course or enrollment cancellation; independent study courses; courses taken by open circuit television; change of major; double major or dual objective programs; Cooperative Education program and Bachelor of Independent Study (BIS) program. Additionally, VA students who are dismissed for reasons of academic dismissal or misconduct (see Academic Probation and Academic Dismissal for Undergraduate Students, page 33, Regulations Governing Graduate Study, pages 49, and Standards and Discipline, page 24), or who otherwise are not progressing satisfactorily toward completion of their program must be counseled by the VA before benefits can be reinstated. While USF does not prescribe a uniform attendance policy, VA regulations require USF to report reductions or termination of VA benefits due to non-attendance, whether by official drop/withdrawal action or not. It is the VA student's responsibility to inquire concerning special VA regulations and to report any change in status which affects the rate of VA benefits.

Veterans with a service-connected disability 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.

Other VA benefits include additional amounts of compensation and pension, which may be payable to eligible veterans, and widows or widowers of veterans for the enrollment of dependent children. The students, parents, or guardians are responsible for notifying the VA Regional Office (where the veteran's records are located) directly 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 for a minimum of 12 quarter hours each quarter except summer quarter. It is the student's responsibility to notify the Social Security Administration when he/she ceases to be enrolled full-time.

**Railroad Retirement Annuity Award**

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

To initiate benefits, students 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, 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.

The Customer Service Department stocks a large assortment of items which includes candy, cigarettes, tobacco products, health and beauty aids. This department provides many helpful services—film developing, college ring order service, fresh flower gift service, magazine subscriptions at student rates, etc.

The Social Expression Department contains a complete selection of traditional and contemporary greeting cards and stationery.

The General Book Department is located in the basement of the Bookstore and features approximately 13,000 different titles, including the very latest in fiction, non-fiction, reference, study aids, and children's books. A copy center is also located in this area.

**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

The Vice President for Student Affairs, 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.

The Office of the Vice President for Student Affairs 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 which is available to students in the Office of the Vice President for Student Affairs, the information counter in the Student Services Building, and the information counter in the University Center. Disciplinary procedures are 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 9.

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 22.

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 10-bed infirmary is available for students with illnesses excluding 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 while classes are in session.

Handicapped Students

The University of South Florida has good facilities for persons with disabilities and encourages their enrollment in the University. Due to the mild climate, relatively flat terrain, modern architecture and recent modifications, many persons with significant disabilities have been able to function independently and successfully in the University environment.

All academic programs, campus organizations and activities are open to students who are handicapped. The University attempts to integrate students who are handicapped into the University as completely as possible.

The adviser to handicapped students provides assistance in referral for academic advising, personal and social counseling, and information concerning events of individual and group interests. Additional information will be provided upon request by the adviser, CTR 217, University of South Florida, Tampa, Florida 33620.

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 in realizing their career objective. Undergraduate students are encouraged to participate in the Cooperative Education Program and graduating students 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; bring business, industry, and governmental agencies close to the educational program of the University and have the graduates absorbed into permanent employment of the leading employers.

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 in addition to a 2.5 grade point average and other requirements. 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.

Cooperative Education students may take course work during their training period not to exceed six hours. Details of the arrangements should be discussed with the Cooperative Education Director or a Coordinator.

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. Resume referral 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 1978 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 the 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. This should be considered when examining the different
percentages of registered students, the percentages that report employment, and the percentages remaining on active or inactive file, many of whom may have obtained employment without reporting it. This survey encompasses University of South Florida seniors who graduated from August 1977 through July 1978. Only those students who registered with the 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 4,569* graduating students, 1,563 or 34.2% registered with the Placement Office. Of the 1,563 registered graduating students: 343 — 21.9% — accepted positions 398 — 25.5% — remained on active file for referral 822 — 52.6% — are inactive

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

* Including 76 graduates from the College of Nursing who did not register with the Cooperative Education and Placement Office.

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** SUMMARY 1977-78 **

<table>
<thead>
<tr>
<th>Number of Graduates</th>
<th>Registered with Placement</th>
<th>Percent of Graduates</th>
<th>Registered with Jobs</th>
<th>Percent of Registered with Jobs</th>
<th>Average Salary</th>
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<tr>
<td>Arts &amp; Letters B</td>
<td>397</td>
<td>90</td>
<td>22.6</td>
<td>9</td>
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<tr>
<td></td>
<td>M</td>
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<td>1</td>
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<td>458</td>
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<td>M</td>
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<td>23</td>
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<td></td>
<td>M</td>
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<tr>
<td>Education D**</td>
<td>7</td>
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<td></td>
<td>M</td>
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<tr>
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<tr>
<td></td>
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<td></td>
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<tr>
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<tr>
<td></td>
<td>M</td>
<td>164</td>
<td>10</td>
<td>6.1</td>
<td>2</td>
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<tr>
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<td>117</td>
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<td>23</td>
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<td></td>
<td>D</td>
<td>32</td>
<td>2</td>
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<td>1,563</td>
<td>34.8</td>
<td>338</td>
<td>21.3</td>
</tr>
</tbody>
</table>

** Either Education Specialist or doctoral degree **

B — Bachelor's degree
M — Master's degree
D — Doctoral degree

+Excluding College of Nursing

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** 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 on-going 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.

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** 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.

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** 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.

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** 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.

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** 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, cafeteria 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, as well as coin-operated skill 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 Office. The Office of Student Organizations provides services (mail, duplicating, advising, to some 250 registered Student Organizations. Advising to the fraternities and sororities, minority organizations and mature students (25 or older) are also coordinated through this 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 community twenty-four 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 (personal injuries, fires, crimes in progress) is 2911. The telephone number for on campus non-emergencies and business 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. Since the creation and dissolution of organizations is a constant process, the list of active student organizations is always subject to change. For complete lists and current information regarding all student organizations, 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 Fine Arts Center 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, Fine Arts Center Office, 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. Their programs are coordinated through the Interfraternity Council, Panhellenic Council, and National 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, Alpha Tau Omega, Delta Tau Delta, Kappa Alpha Psi, Kappa Sigma, Lambda Chi Alpha, Omega Psi Phi, Phi Beta Sigma, Phi Delta Theta, Phi Gamma Delta, 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: Baha'i Club, Baptist Campus Ministry, Campus Advance, Campus Bible Fellowship Biblical Studies Class, Campus Crusade for Christ, Canterbury Club, Catholic Student Center, Chabad House, Christian Science Organization, Hillel Club, Interarsity Christian Fellowship, Latter Day Saints Student Association, Navigators, Pentecostal Student Association, People's Christian Front, and the University Chapel Fellowship (Methodist, Presbyterian, and United Church of Christ).

**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 Services, and Women's Peer Counseling Center.

Membership to Honorary Organizations is usually by invita-
tion. Honorary Organizations at USF are: Alpha Epsilon Delta (Pre-Medical), Beta Alpha Psi (Accounting), Beta Gamma Sigma (Business), Gamma Theta Upsilon (Geography), Golden Key, Kappa Delta Pi (Education), Lambda Alpha (Anthropology), Mortar Board, Omicron Delta Kappa, Phi Alpha Theta (History), Phi Kappa Phi, Phi Sigma (Biology), Pi Mu Epsilon (Math), Pi Sigma Alpha (Political Science), Psi Chi (Psychology), Sigma Pi Sigma (Physics), Sigma Tau Delta (English), Sigma Xi (Sciences), Society of Physics Students, Statistics Honor Society, Tau Beta Pi (Engineering), Themis, and College of Nursing Honor Society.

Founded in 1897, Phi Kappa Phi is the most prestigious honor society on campus. With over 200 chapters throughout the United States, it is the only national honor society to recognize excellence of scholarship in all academic fields. Membership is by invitation of the local chapter. Eligibility for membership is limited to those seniors and graduate students who rank in the upper 10 percent of their class. One outstanding Junior from each college/division is also selected for membership by the respective Coordinator of Advising. These Juniors are awarded a $50.00 book scholarship for their achievements. Among its many benefits, the Society offers undergraduate and graduate scholarships. National fellowships are also awarded on a competitive basis.

Professional Fraternities

Many profession-oriented groups exist at USF. These include: Delta Sigma Pi, Phi Beta Lambda, Phi Chi Theta, Phi Mu Alpha, Pi Mu Epsilon, Pi Sigma Alpha, Pi Sigma Epsilon.

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, pad-

dieball, 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, karate, lacrosse, rugby, sailing, soccer, sports car, scuba, sports parachuting, track, volleyball, water skiing, weight lifting, wrestling, 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, cross country, 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 basketball, golf, 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 three times weekly, Monday, Wednesday and Friday, 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 is a tabloid magazine containing general interest features and photos produced by students.

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

Division of University Studies

The Division of University Studies contains the offices of New Student Relations, Admissions, and Academic Advising. 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 level, and until a choice of academic major is made with academic advising services.

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, and receive academic advisement until such time as they have chosen a major. 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 Aids.

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 college day programs in high schools throughout the State of Florida. Special programs are initiated to meet the needs and interests of prospective students. Among these activities are preparation and distribution 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.

This office also serves as an 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 Admission 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, Helpine, 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 and service members — and their dependents — can utilize the services of these offices. Highlights of the PAVE program include veterans pre-admissions and pre-registration counseling, and veterans benefits advising. These offices receive 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. A VA Vocational Rehabilitation Specialist visits on-campus on a scheduled basis to provide specialized services for veterans with service-connected disabilities.

VA students may be eligible for the VA Student Deferment of registration and tuition fees or for the VA advance check. Veterans can also qualify to work on-campus in the VA Work-Study program assisting the VA and USF to provide for veterans services. VA students may also be eligible for a VA education loan on a financial need basis.

The Vet-to-Vet Tutorial Program affords VA students the opportunity for tutoring in needed subject areas. Under the GI Bill, students can receive an allowance from the VA 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, academic advising, military service schooling credit, and discharge review.

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.
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 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/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 from 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. For academic load for Graduate students, see Division of Graduate Studies, page 46.

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.

Auditing Privilege

A student must register to audit courses during the regular or late registration periods. (No audit registrations are processed during the early registration period.) Fees for audit are the same as for full enrollment for credit. See quarterly University Class Schedule for detailed instructions and dates.

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 Coordinator of Advising from his college before he is allowed to reenter 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 advisor in his/her 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/she may petition the Academic Regulations Committee for readmission. See "Academic Regulations Committee," page 35, 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
- I—Incomplete
- IF—Incomplete grade changed to Failure
- IU—Incomplete grade changed to Unsatisfactory
- N—Audit
- R—Course Repeated
- S—Satisfactory
- U—Unsatisfactory
- W—Withdrawal from course without penalty

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, IU, 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 S/U courses. The “S” and “U” grades are used to indicate the student's final grade. These S/U only courses are identified with (S/U only) after the course definition in this book. No grading system option is available to students or faculty in these courses.

Option Courses. Any undergraduate course may be taken on an S/U basis by a student under the following conditions and restrictions:
1. Required courses in the major may not be taken on an S/U basis.
2. Specifically designated required courses in the Distribution Requirements of the student's college may not be taken on an S/U basis.
3. All elective courses for the major and all elective courses in the distribution requirements, and all other free elective courses may be taken on an S/U basis except where:
   a. The certifying college restricts the number of courses which may be taken on an S/U basis in any one or all of the above areas or restricts the total number of S/U courses which can be accepted for all of the above areas.
   b. The certifying college specifies that certain courses may not be taken on an S/U basis.
   c. The instructor of a course refuses to allow the course to be taken on an S/U basis.

Mechanism for Assigning S/U Grades. The method by which a student receives an “S” or “U” grade in an option course will consist of the following:
1. A written agreement signed by both instructor and student shall be filed with such offices as may be designated by the College. The college shall set the deadline (no later than the last day of classes for the term) for the student to decide if he wishes to take the course on an S/U basis.
2. The instructor shall assign final letter grades A, B, C, D, F, or I, but will transmit to the Registrar S or U consistent with the following:
   a. Letter grades A, B, or C, shall be equivalent to a letter grade of “S”.
   b. Letter grades D or F shall be equivalent to a letter grade of “U”.
   “S” and “U” grades are not computed in the student's grade point average.

“I” Grade Policy

An “I” grade may be awarded to an undergraduate student only when a small portion of the student's work is incomplete and only when the student is otherwise earning a passing grade. Until removed, the “I” is not computed in the grade point average for either undergraduate or graduate students. The time limit for removing the “I” is to be set by the instructor of the course. For undergraduate students, this time limit may not exceed one academic quarter, whether or 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 “IP” 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 I, 1977.)

“Z” Grade

The “Z” grade shall be used to indicate continuing registration in graduate 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 last “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.

This policy is applicable to undergraduate students only, and applies to courses taken originally at USF, subject to his/her academic status changed during that term.

The policy applies only to courses taken originally at USF and repeated at USF.

Academic Probation and Academic Dismissal for Undergraduate Students

An undergraduate student whose USF cumulative grade point average (GPA) falls below 2.0:

1. 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)

2. 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 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.

Note: Any student who withdraws after the fifth day of classes while on Academic Probation will be placed on Final Academic Probation. Any student who withdraws after the fifth day of classes while on Final Academic Probation or who has been placed on Conditional Registration by the Academic Regulations Committee will be Academically Dismissed.

Any student who receives only I, S, or U grades while on Academic Probation will be placed on Final Academic Probation. Any student who receives only I, S, or U grades while on Final Academic Probation will be Academically Dismissed. Exception: Any student who is on work training for Cooperative Education will not have his/her academic status changed during that term.

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 readmission will be based on the total record accumulated from all colleges and universities attended.

Graduate students should refer to the section on Graduate Studies for discussion of minimum academic standards.

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 responsi-
ble 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, how-
ever no baccalaurate degree earned
inhere or elsewhere
5 Baccalaurate degree holder working on a second Under-
graduate 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 de-
clare 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 Univer-
sity 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 classi-
ification 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 desir-
ing 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 Gradu-
ate 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 accep-
tance into the new program.

Change of Graduate Degree: Graduate students desirous 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 12 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 al-
lowed to register, receive a diploma, or receive a transcript. Settle-
ment 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/her in
this status and clear the pending obligation with that office.

Student Information Changes
Notifications regarding changes of address, name, marital status,
residency, and 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 pro-
cess and are not, therefore, separate from other aspects of the aca-
demic experience. Each USF teacher determines the entire grade
for students in his/her sections. If the instructor desires to admin-
ister a final examination, this must be done only during the regular
class periods.

Honors Convocation
The Honors Convocation is to recognize students for high aca-
demic performance during the previous academic year.
To be eligible to participate in the Honors Convocation, a stu-
dent must, during the academic year (4 quarters preceding the Fall
Honors Convocation), have a University of South Florida grade
point average of 3.5 or above for all completed hours; a minimum
of 36 University of South Florida graded (A-F) hours; and no in-
complete grades.

The University Honors Program
The all-University Honors Program is designed to challenge stu-
dents to develop their intellectual abilities to the utmost through a
vigorous program of study featuring small seminars, individu-
alized instruction by outstanding faculty, and by individual re-
search.
The Program consists of four seminars offered under the Hon-
ors Program prefix (HON), plus a research project and other hon-
ors work as determined by the student's major department.

Admission into the Program is determined by the University
Honors Program Committee. No student will successfully com-
plete the University's program if he or she has not also been ac-
cepted into and has completed work for his or her departmental
program.

Dean's List
Full-time undergraduate students who demonstrate superior aca-
demic 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. Students
who are eligible should contact their College Advising Office for
information concerning receipt of this certificate. Although DUS
is a non-academic unit, students with this classification who meet
the above criteria shall be awarded a certificate similar to the col-
lege award.
Academic Regulations Committee

The Academic Regulations Committee meets regularly to review petitions submitted by undergraduate students to waive University academic regulations. Students must petition and secure approval of the committee to return to the University after having been academically dismissed from further immediate attendance or for reasons pertaining to 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.

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.

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 and if that request is made, the student thereby waives his/her right to a formal hearing as provided in Florida Statutes, Ch. 120.

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.

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 (ENC 0013 or 1102, and ENC 1135, 1168)

Area II——Fine Arts and Humanities
Any course offered by the Departments (or Programs) of: American Studies; Art; Communication (excluding all LIN prefixes except LIN 2200, 3010, 3801); Dance; English (excluding ENC 0013, 1102, 1135, 1168, REA 0105, ESL 1385); *Foreign Languages; Humanities; Liberal Studies; Music; Philosophy (excluding PHI 3100); Religious Studies; Theatre.

Area III——Mathematics and Quantitative Methods
Any course offered by the Department of Mathematics and/or any Computer Service course (COC, COP, CDA) and/or any of the following courses: Business and Economic Statistics, GEB 2111, 3121; Logic, PHI 3100; Social Science Statistics, STA 3122.

Area IV——Natural Sciences
Any course offered by the Departments of: Biology (including botany, microbiology and zoology); Chemistry; Geology; Physics; and/or Introduction to Oceanography, OCE 3001.

Area V——Social and Behavioral Sciences
Any course offered by the Departments (or Programs) of: Afro-American Studies; Aging Studies; Anthropology; Criminal Justice; Geography; History; Political Science; Psychology; Sociology; Interdisciplinary Social Sciences (excluding STA 3122); Women's Studies; and/or any of the following courses: Contemporary Economic Problems, ECP 1001; Educational Psychology, EDF 3210; Survey of Mass Communications, MMC 3000.

Acceptable in the total of 60 quarter hours but not part of any of the five areas: *The Teacher in a World of Work EVT 6050; *Use of the Library LIS 2001.

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.

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 (or program) 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.

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* 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.

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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 ENC 1102 the first quarter, ENC 1135 the second quarter and ENC 1168 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 six weeks on campus. During this quarter they should not enroll in ENC 1102. If the examination is failed or not attempted during the student's first six weeks, he/she must take ENC 1102 during his/her second quarter and ENC 1135 and ENC 1168 in the immediately subsequent quarters until the total requirement is fulfilled. In this case, he/she will complete the sequence by the first quarter of his/her 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 advisors of the Office of Evaluation and Testing Services.

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/her quarter hours must be for upper division level work (courses numbered 3000 or above).

Effective September 1, 1976, all students entering the University of South Florida with less than 90 quarter hours of credit are 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)
- Classics (Latin or Latin-Greek) (CLS)
- Classics and Foreign Language (CLF)
- Communication (SPE)
- Communication-English (ENS)
- Communication-Theatre (STA)
- English (ENG)
- French (FRE)
- German (GER)
- Humanities (HUM)
- Italian (ITA)
- Liberal Studies (ALA)
- Music (MUS)
- Theatre (TAR)
- Philosophy (PHI)
- Religious Studies (REL)
- Russian (RUS)
- Spanish (SPA)

**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 (ARE)
- Botany Education (BOE)
- Business and Office Education (BTE)
- Chemistry Education (CHE)
- Classics Education (CLE)
- Distributive Education (DEC)
- Elementary-Early Childhood (ECE)
- Elementary Education (EDS)
- English Education (ENE)
- Exceptional Child Education
  - Emotional Disturbance (EED)
  - Mental Retardation (EMR)
  - Specific Learning Disabilities (ELD)
- Foreign Language Education (FLE)
- Health Education (HES)
- Humanities Education (HUE)
- Industrial-Technical Education (ETV)
- Mass Communications-English Education (MCE)
- Mathematics Education (MAE)
- Music Education (MUE)
- Physical Education (PET)
- Physics Education (PHE)
- Science Education (SCE)
- Social Science Education (SSE)
- Speech Communication-English Education (SED)
- 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)
College of Natural Sciences: (B.A., B.S.)
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 (AFA)
Anthropology (ANT)
Criminal Justice (CCJ)
Economics (ECN)
Geography (GPY)
History (HTY)
International Studies (INT)
Political Science (POL)
Psychology (PSY)
Social Sciences Interdisciplinary (SSI)
Social Work (SOK) (B.S.W.)
Sociology (SOC)

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

Academic Minor
In addition to major programs, many departments offer an academic minor that requires approximately one half the upper division credits required for a major. Students interested in a particular minor should obtain the specific requirements from the appropriate department. The department may require the same admission or retention standards as required for the major.

Each academic minor conforms to the University requirements:
1. No minor requires more than 32 credit hours.
2. A minimum of 12 quarter hours of credit used to satisfy the requirements of a minor must be from University of South Florida courses.
3. A student may not receive a major and a minor in the same program option.
4. University of South Florida course work for a minor must have a grade point average of at least 2.0.
5. Only an undergraduate degree seeking student at the University of South Florida is eligible for a minor.
6. A minor can be applied for and received only in conjunction with applying for and receiving a baccalaureate degree.

MINOR FIELDS OF STUDY
The University of South Florida offers curricula leading to an academic minor in the following fields:

College of Arts and Letters:
American Studies
Communication

English: Literature
English: Writing
French
German
Humanities
Italian
Linguistics
Philosophy
Religious Studies
Russian
Spanish
Spanish/Portuguese

College of Fine Arts:
Art
Dance
Music
Theatre

College of Natural Sciences:
Geology

College of Social and Behavioral Sciences:
Afro-American Studies
Option I
Option II
African Studies
Anthropology
Geography
History
International Studies
Political Science
Sociology
Women's 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 52.

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.*

Two Degrees (USF Students)

A student at the University of South Florida may receive two baccalaureate degrees provided he/she meets the University's graduation requirements; a minimum of 45 quarter hours must be earned in on-campus undergraduate courses to apply to the second degree; the student must meet the requirements of the colleges awarding the degrees and the residency requirement.

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/her second baccalaureate degree. Students must also meet the requirements of the college awarding the degree and the residency requirements.

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

Availability of a Baccalaureate Degree for Students Enrolled in or Graduated from a Five-year Master's Program

A student may enroll in a baccalaureate degree program while enrolled in or after graduation from a five-year master's degree program. In consultation with an adviser in the five-year program and an adviser in the baccalaureate-level program, and with the approval of the College Dean(s) offering the programs the student is required to complete the following:

a. Satisfy degree requirements for the five-year master's program.
b. Satisfy requirements for the baccalaureate level program.

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 113.)

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.

A student applying for a minor must:
1. File a separate request for certification for the minor in the department of the minor, during the quarter of graduation.
2. Apply for the minor on the "Application for Degree", listing both the minor and college responsible for the minor on the application.

Students who are not registered for any courses and apply for graduation must pay for one hour at the level of graduation (i.e., $16.50 for a Bachelor's Degree and $22.00 for a higher level 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 partici-
pate. 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.

Graduation Requirements—Graduate Programs

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

Students who have completed their A.A. requirements in a prior quarter and apply for the certificate while not enrolled, must pay the appropriate fee for one credit hour. The fee is payable at the time of application for an A.A. certificate.

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 require 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 University 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 5, 1979).

Special Academic Programs

USF/Florida Public Community College
Dual Enrollment

Some undergraduate students may find it advantageous to dually enroll at a Florida public community college while attending USF. Procedures to permit this type registration are available only during the host institution's regular registration period. Credit hours for the course(s) taken at the host institution will apply toward graduation only if prior approval was received from the student's USF adviser. The grade point average will not transfer to USF.
See your USF college adviser for detailed registration instructions and course approval. Students attending a Florida public community college may dually enroll at USF. Please contact your community college adviser 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/her 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 adviser who furnishes directions regarding reading assignments, methods of reporting, and other study projects. The student demonstrates that he/she 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:

- Application Fee: $15.00
- Pre-Enrollment Procedures: $60.00
- First Study Area
  - Independent Study: $300.00
  - Seminar: $300.00
- Second Study Area
  - Independent Study: $300.00
  - Seminar: $300.00
- Third Study Area
  - Independent Study: $300.00
  - Seminar: $300.00
- Fourth or Inter-area Studies: $650.00

**TOTAL**: $2525.00

Students may not transfer credits into or out of the BIS Program. Program policy does provide for recognition of prior learning which may have been achieved through formal study, leisure 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.

Individuals with an A.A. degree and registered nurses with an A.S. degree from a state approved program qualify for a "two plus two interface" with BIS requirements. Those with an appropriate associate degree, in other words, complete two study areas comprised of two units of independent study and two resident seminars. The two study areas, in these instances, (i.e. Social Sciences & Natural Sciences or Humanities & Social Sciences or Natural Sciences & Humanities) are stipulated by the BIS Committee in keeping with the applicant's background and career plans. The study areas so defined are regarded as the curriculum contract component of the "two plus two interface". Anyone choosing the "two plus two" option is ineligible to apply for waiver.

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.

**Open University (O.U.)**

Open University (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.

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

Open University 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 Open University administrative office of the University.

**College-Level Examination Program (CLEP)**

The University grants credit for Distribution Requirements and for a number of specific courses through CLEP General Examinations and CLEP Subject Examinations. 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.

The following policies apply to this program:

1. In order to receive credit for the General Examinations of CLEP, students must take (or retake) the examinations not later than six weeks after the first enrollment in college level courses. Exceptions to this rule should be petitioned to the Academic Regulations Committee.

2. Although the General Examinations are not equated to specific courses, there are two cases in which the content is sufficiently similar to be considered as duplicate credit. Thus credit may not be received for both in the following:
   - **Test Courses**
   - **English Composition** ENC 0013, 1102, 1135, 1168
   - **Mathematics** MGF 1113, 1114, 1202, 1203
   - Students who transfer to USF will receive such CLEP credit as is posted on the official transcript from the institution the student is leaving and meets the SUS minimum score standard.
The receiving college will determine, based upon guidelines, the applicability of these credits to the student’s (baccalaureate) degree requirements.

4. Credit for CLEP Subject Examinations will be awarded for passing scores only on those examinations which are recognized by USF and do not constitute duplicate course credit. Applications for and additional information on CLEP are available in the Office of Evaluation and Testing.

Advanced Placement Credit Program

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

Examination papers are graded by selected committees on a five-point scale. The University allows advanced placement credit for scores of 3, 4 and 5. Scores of 2 are referred to the appropriate department for recommendations concerning possible waiver and/or credit. No credit is allowed for scores of 1.

Additional information is available in the Office of Evaluation and Testing.

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 127.)

Army ROTC

(Reserve Officer Training Corps)

The University of South Florida is one of 288 Army ROTC Host Institutions in the United States. All male and female University of South Florida students may participate in the Army ROTC Program. Participants who successfully complete the ROTC program are commissioned Second Lieutenants (Regular and Reserve) in the United States Army. ROTC graduates may elect to serve their commitment in an Army Reserve or National Guard Unit. (Three years Active Duty on voluntary basis only.)

Features of the program include scholarship opportunities, a veterans’ program, and an 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. A contractual agreement may be made to provide ROTC graduates a guarantee that they will serve only in a Reserve component (Army Reserve or National Guard) upon graduation. An early commissioning option is available for students with prior military or high school ROTC experience. This option allows for commissioning prior to academic graduation. Students who avail themselves of this option serve in a Reserve or National Guard unit while continuing their education. Upon graduation, students may request active duty in the United States Army.

Enrollment is open to qualified students at all levels, including graduate students. Students incur no military commitment by participating in Basic ROTC.

Military Science course offerings are available on both 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 Indoctrination 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 course taken by Cooperative Education students while on a training period are transferred and will be used in computing the USF grade point average.

Enrollment in Evening Courses

Evening courses at the University of South Florida are part of the regular academic program; they are offered at times convenient to people within commuting distance who wish to continue their education at night while occupied during the day with other responsibilities. Requirements for day and evening courses are the same. See the University Class Schedule for evening registration dates and times.

Continuing Education

The University of South Florida, Center for Continuing Education, serves an ever widening community with a variety of credit and noncredit Public Service programs and special activities designed to meet individual and organizational educational needs. Programs are offered in many locations, but are coordinated from the Center for Continuing Education’s Offices located on the Tampa campus and in Sarasota.

Credit Courses: For a discussion of the credit course offerings, refer to page 17.

Noncredit Programs: A variety of noncredit educational programs (conferences, workshops, seminars, short courses, etc.) of varying lengths are scheduled throughout the year, making it possible for the University to serve greater numbers of adults with richer and more diversified programs. The programs vary in length...
from one day to ten weeks, and the subject matter is concentrated as needed for the group being served. The Continuing Education Unit (CEU) is recorded for all noncredit programs and special activities conducted by the University. The CEU is awarded to participants in select programs sponsored by Continuing Education and approved by an academic unit. Transcripts indicating awarded CEU's are available on request.

The Center for Continuing Education develops programs for business and industry, government, professional, civic, and service groups. A variety of instructional methods is used to assure maximum participation in the educational programs. Distinguished faculty members from the several colleges of the University, faculty from other institutions of higher education, as well as national and international resource persons, serve as consultants, instructors, and lecturers for the programs.

Professional program coordinators are available to provide technical assistance in program planning, budget preparation, and evaluation, and to assist organizations in developing programs consistent with the needs of the group and the overall educational objectives of the University.

The Center also offers a number of programs and courses designed to meet various educational needs of individuals. Emphasis 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.

Non-Degree Seeking (Special) Student Enrollment

Individuals not desirous of earning a degree but who would like to enroll in classes may register as non-degree seeking Special students. For detailed information, refer to page 15.

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 25.

Non-Degree Seeking (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 15.

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 13.

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 or 11th 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 anywhere in Florida, the U.S., or the world.

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 the Caribbean 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 three to five credit hour projects (each) in (1) community studies, (2) inter-cultural studies, (3) law and society, (4) contemporary health problems, (5) volunteers and society, and a four-hour project in international relations and three-hour project for working as a volunteer in some community program. These projects are the foundation of each student's academic plan, supplemented with a project in the major field of study where possible. Participation in the OCT Program for a total of 15 hours during a summer term or term satisfies the summer enrollment requirement for those affected by this requirement.

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 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 Boise State University, Bowling Green State University (Ohio), Buffalo State College (NY), California State College at Bakersfield, California State University at Chico, Eastern Montana College, Eastern Oregon State College, Illinois State University, Jackson State University, Montana State University, Moorhead State University (Minn.), Morgan State University (Maryland), Oregon State University, Rutgers University, South Dakota State University, West Chester State College, William Paterson College of New Jersey, and the Universities of Alabama, Delaware, Hawaii (Hilo and Manoa), Idaho, Maine at Ft. Kent, Massachusetts (Amherst and Boston), Montana, Nevada (Reno and Las Vegas), North Dakota, Northern Colorado, Oregon, and Southern Maine. 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 Coordinator 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 University of South Florida: separate summer programs in London, the United Kingdom, France; intersession programs in Mexico, Ecuador and Peru.

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 offers intersession programs in Jamaica and in the Cayman Islands.

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 determine 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 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 48.
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. 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 "reserved" at faculty request for the use of a particular class is also on the basement level. Adjoining the Reserve desk is the Reserve Reading Room, which serves as one of the Library's quiet study centers.

The periodicals collection is on the second floor. In addition to more than 4,000 periodicals, the Library subscribes to newspapers from Florida and major cities in the United States, and from many foreign countries. The Microform room, also on the second floor, holds a large collection of material in microtext; this material provides access to many important sources otherwise inaccessible.

The fourth floor Special Collections Department, houses the Library's rare books. University Archives and the Florida Historical Society Library. This area contains an extensive collection of books, maps, documents and manuscripts covering historical and contemporary Florida. These valuable items are in closed stacks, but the materials and assistance are available at the service desk.

Division of Sponsored Research

Research is an essential aspect of the educational programs of the University of South Florida. All faculty members are encouraged to pursue research activities, and many students are afforded the opportunity to participate in research and training projects supported by public and private granting agencies.

The Division of Sponsored Research is the central coordinating unit for research and other sponsored educational activities on all the University's campuses. It provides information about granting agencies to faculty and students and serves as a consultation center for faculty who desire to submit proposals for funding. All proposals for which outside support is sought must be transmitted through this office.

From its beginning, USF faculty and staff have been active in the search for new knowledge and have consistently demonstrated their concern about the world in which they live. With the support of private and public agencies, they have contributed to our knowledge about men and women and the world in which they live and applied their findings and skills to the solution of many contemporary problems. Since 1960, they have attracted over 1,500 grants, totaling more than $75 million, and have produced over 10,000 scholarly and creative works. Many of their contributions were basic research; others were practical applications of new knowledge; still other projects made the specialized training and knowledge of USF faculty available to public officials, organizations working for social betterment, religious and educational institutions, and business and manufacturing organizations. Through their sponsored activities, USF faculty have made significant contributions to the University's instructional programs.

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 for all USF personnel.

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

Production Services—Graphics, Photography, and Media Design and Production 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 nine-county area, with twenty hours a day of fine arts, public affairs and educational programming. It is a member of National Public Radio and Florida Public Radio. The sub carrier of the station is also programmed twenty hours a day with newspapers and other readings for the "print-handicapped", requiring a special receiver loaned to qualified listeners. Most of the reading is done by volunteers.

IDs—All identification cards for students, faculty and staff are produced in this area. ID service is available throughout regis-
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 the University of Central Florida 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 USF users. The professional staff includes Instruction and Research consultants who assist student and faculty users working on qualified projects. In the data systems area, services to University administrative units are through project teams composed of Systems Coordinators, systems analysts and programmers. The Center staff also contains Data Entry, Data Control and Computer Operations personnel and Systems (software) technical specialists. Computing projects are established through the CRC Office of Services. The Center operates as a service facility, is centrally funded, and makes no charge for consulting and processing services for internal University purposes. Charges are made at published rates for grant-supported and externally-funded projects.

Computing equipment includes an IBM System 370/165-II with tape and disk storage units, card readers and printers and a plotter at the central site, Student Services Building. Remote batch job entry stations and on-line keyboard terminals operate at various locations. Remote access units are also located at the St. Petersburg and Sarasota campuses. The Center maintains key punch machines and other equipment in "open use" areas to enable student and faculty users to prepare and check their programs and data. These areas are accessible in general on a 24-hour basis daily, while computing of academic work operates on a basic 8 a.m. to midnight schedule (10 a.m. to midnight Sunday) seven days a week.
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 for their specific program will not be considered for that term. Some departments have different, earlier deadlines than those listed on page X-X. 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 as a degree-seeking student and paid the fee at the University.

Students who seek admission as first-time or transfer graduate students to a graduate degree program and to post-baccalaureate professional programs in the State University System shall be required to meet minimal system-wide requirements. Programs may impose more restrictive admission policies if they so desire. These criteria are listed in the appropriate section in this catalog.

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

1. 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. 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. Shall have earned a graduate degree from a regionally accredited institution. In addition, applicants must be acceptable to the major program.

Each student who seeks admission as a first-time or transferring graduate student shall be required to present his or her score on the Aptitude Test of the Graduate Record Examination, or an equivalent score on an equivalent measure approved by the Board of Regents, to support the application for admission. The GRE may be waived in individual cases by the University.

Applicants denied admission shall be given timely notice and reason for their rejection in writing. Applicants denied admission who meet the minimum system-wide standards may request reconsideration by written request to the University within thirty days of the date of denial. The request shall contain reasons why reconsideration is warranted.

Applicants from non-regionally accredited U.S. institutions may apply for special consideration for admission on an individual basis if they score a minimum of 1000 on the Quantitative-Verbal portion of the GRE or 500* on the Graduate Management Admission Test (GMAT) and have a "B" average on all work attempted while registered as an upper division student working for a baccalaureate degree.

Applicants for the College of Business Administration (except Economics) are evaluated based on a combination of indicators, namely, the Graduate Management Admission Test (GMAT), the upper division undergraduate GPA, and other measures that indicate success in the program such as experience, leadership potential, etc. For the MBA and MS in Management the applicant must have a combined total of at least 1000 under the formula: Upper division GPA X 200 plus the GMAT to total 1000 or higher. The Master of Accountancy, applicant 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. Applicants for the M.A. in Economics are required to have a minimum of 1000 on the GRE and a “B” average or better as an upper division undergraduate.

Test scores are required of all applicants. The GRE is given six times a year and the GMAT four times a year at a multitude of centers in the U.S. and in many foreign countries. Candidates must register for this examination at least four weeks in advance of the test date and should allow six weeks for the receipt of their test scores.

A student desiring to attend classes who has not been admitted to a graduate program may register as a Special Student, but such a student should be aware that only 18 hours in this category may be applied to a degree program and the actual number is determined by the various department or college head.

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

Students who have been admitted on a provisional basis must submit the missing credentials before a second registration will be permitted, and these must substantiate their eligibility for admission.

In admitting students for a given academic year, up to 10 percent of the graduate and post-bachelor professional 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 educators, 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.

Students with bachelor’s degrees or equivalent who do not meet the system-wide criteria and who wish to enroll in courses but not degree programs at the post-bachelor’s level may enroll under the classification of special post-bachelor non-degree students. Universities wishing to admit special post-bachelor non-degree students to graduate degree programs after the students have satisfactorily completed a specified number of credits may do so provided that the number so admitted is included as part of the 10 percent exception.

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 at the same level, 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 re-apply 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 from the issuing institution to the Office of Admissions.
3. Admissions test results are required from every applicant. These must be sent directly to Graduate Admissions Office from the testing agency.
   a. 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.
   b. 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).
4. Letters of recommendation may be required by the Colleges. See the individual College section for particulars.
5. All credentials must be received in the Admissions Office prior to the deadline for application.
6. If a student is accepted for admission and does not enroll in the term for which he/she is admitted or if admission has not been granted because of a late application or missing credentials, it is the student's responsibility to notify the Admissions Office in writing within 12 months if he/she wishes to be considered for a future term and to specify the new enrollment date. If a request for change of term is not received in the time specified above, a new application and fee must be submitted.
   An applicant will be permitted to request change of term twice without fee. After the second request, a new application and another fee will be required.

**International Students**

The University is concerned for the welfare and academic success of the International Student. In keeping with this concern, the University feels that it is necessary that both the student and the advisor 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) with a minimum acceptable score of 550. In addition, colleges may require other testing programs prior to the student's first enrollment.

International students must have earned an appropriate degree to indicate that he/she is academically prepared and qualified to undertake the studies proposed. If not, the applicant will be so advised by the Admissions Office and the application process terminated. If the student is eligible for further consideration, the Admissions Office will forward a formal application with additional instructions and information. A complete admission application should be received by USF at least six months prior to the desired entry date, together with the non-refundable $15.00 application fee. Submission of a formal application does not guarantee admission. Priority in admission 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 to the Director of Admissions.
4. Three letters of recommendation sent directly to the program to which the student is applying, and attesting academic performance and capability.
5. A certificate of financial ability showing proof of financial resources sufficient to cover tuition, fees, room and board, and other expenses for the full academic year. Travel costs must be assumed by the student. A student who has signed a statement indicating sufficient financial resources cannot expect the university to assume responsibility if his/her funds prove inadequate.
6. 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 is required for all colleges and programs. Applicants are responsible for making arrangements with the Office of Educational Testing Service to take the examination and to have their scores sent directly from the testing service to the Office of Admissions. Student copies are not acceptable.
7. GRE/GMAT Test Scores:
   a. 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.
   b. 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.
   c. 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.
8. International applicants must request all schools attended to submit directly to the Office of Admissions, 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 university work to the time of application. Documents submitted will not be returned to the applicant or forwarded to another institution.

The University welcomes qualified students from other countries to the campus community. This international exchange lends to the enrichment of life, intellectual development, research and
understanding, and exposes the students, faculty and staff to cultural and national differences in outlook, experience and ideas.

The International Student Adviser 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, Department of Immigration and Naturalization Services, and other agencies.

Non-Degree Seeking (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.

Graduate Readmission
(Former Student Returning)

Degree-seeking graduate students who have not been in attendance at the University during either of the two quarters immediately preceding the quarter enrollment is desired should follow the readmission procedure on page 15. Any graduate degree-seeking student who has not been in attendance at the University for eight consecutive quarters must reapply through the Office of Admissions by the appropriate deadline.

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, Fellowships and Out-of-State Waivers

(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.

The Florida Legislature has provided out-of-state waivers to attract outstanding students. These waivers are available through the Colleges.

FIELDS OF GRADUATE STUDY

Master’s Degree Programs

College of Arts & Letters
American Studies—M.A.
Communication:
   Communication—M.A.
   Linguistics (ESL)—M.A.
English—M.A.
French—M.A.
Mass Communications—M.A.
Philosophy—M.A.
Spanish—M.A.

College of Business Administration
Accountancy—M.Acc.
Business Administration—M.B.A.

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

Economics—M.A.
Management—M.S.
Guidance—M.A.
Humanities Education—M.A.
Junior College Teaching—M.A.
Biology
Business
Chemistry
Economics
Engineering
English
French
Geography
Geology
History
Mathematics
Physics
Political Science
Sociology
Spanish
Speech Communication
Library, Media, and Information Studies—M.A.
Mathematics Education—M.A.
Music Education—M.A.
Physical Education—M.A.
Reading Education—M.A.
School Psychology—M.A.
Science Education—M.A.
Social Science Education—M.A.
Speech Communication Education—M.A.
Vocational & Adult Education—M.A.
Adult Education
Business & Office Education
Distributive Education
Industrial-Technical Education

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
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.

College of Social & Behavioral Sciences
Anthropology—M.A.

Communicologic:
Audiology—M.S.
Aural (Re)Habilitation—M.S.
Speech Pathology—M.S.
Criminal Justice—M.A.
Geography—M.A.
Gerontology—M.A.
History—M.A.
Political Science—M.A.
Psychology—M.A.
Public Administration—M.P.A.
Rehabilitation Counseling—M.A.
Sociology—M.A.

Intermediate Program

College of Education
Education Specialist—Ed.S.

Professional Program

College of Medicine
Medicine—M.D.

Doctoral Degree Programs

College of Arts & Letters
English—Ph.D.

College of Education
Education—Ph.D.
Ed.D. (September 1979)*

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.
Oceanography—Ph.D. (Cooperative Program with Florida State University)

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

*approval pending

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 insure 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.

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 Thesis/Dissertation. 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 regionally accredited 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 credit* 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. Earned degrees are transferred in full.

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. Directed Research (master’s and doctoral level) and Thesis and Dissertation courses are designated as Credit Varies and are awarded credit on an S/U basis only. Before a student undertakes work under Directed Research, a written agreement between the student and the professor concerned, setting forth in detail the requirements of the course, shall be completed.

The Z grade shall be used to indicate continuing registration in Thesis/Dissertation courses. Upon satisfactory completion of the Thesis/Dissertation course, the final grade to be assigned will be an S.

Undergraduates may not enroll in 6000-level courses or higher without written approval of the College Dean and the Director of Graduate Studies.

Other procedures involving grades such as drops, withdrawals, audits, etc. are the same as those used for undergraduates.

Change of Graduate Degree Program

A student who wishes to change his/her advanced degree program at the same level 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/her new department. The new department may elect to accept all, some, or none of the previous graduate courses taken by the student. Courses accepted from prior graduate program must be listed by the new program on the Graduate Change of Program Application. If no courses are listed, it is assumed no courses are accepted from prior program. For changes in level, i.e., from Master’s to Ed.S., Ed.D. or Ph.D., the applicant must submit a new application to the Admissions office.

Application for Degree

Each student who plans to complete his/her graduate requirements by the end of a term must complete the Application for Graduation within 15 class days after the beginning of that term. A fee equivalent to one quarter hour is charged if the student is not enrolled.

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.

* 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.
Master's Degree

Program of Study and Course Requirements

During the first term of study, in consultation with his major professor, the student should plan a program of work to be completed for satisfaction of degree requirements. A copy of this program signed by the student and professor should be maintained in the student's department file.

A minimum of 45 quarter hours is required for a master's degree, at least 24 hours of which must be at the 6000 level. At least 30 hours must be in formal, regularly scheduled course work, 15 of which must be at the 6000 level. Courses at the 5000 level are acceptable for credit toward the master's degree when taken as a part of a planned degree program.

A major professor may approve up to 8 hours of 4000-level courses if taken as part of a planned degree program. Additional graduate credit may be earned in 4000-level courses only if specifically approved by the appropriate dean and by the Graduate Council. Students enrolled in undergraduate courses as a part of their planned degree program will be expected to demonstrate a superior level of performance.

Graduate students may not enroll for more than 18 hours in any quarter without written permission from the College Dean and Director of Graduate Studies.

Supervisory Committee

Students working toward a thesis degree will have the benefit of a supervisory committee. The committee, consisting of the major professor and at least two other members of the department or area in which the degree is sought, will be appointed by the appropriate chairperson upon recommendation from the student and his major professor. 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. Notification of the committee appointment will be sent to the Dean of the College and to the Director of Graduate Studies. The committee will approve the course of study for the student, supervise his research, and accept his thesis.

Time Limitations

The University of South Florida has definite time limits covering the following items:

1. Test scores for the Graduate Record Examination (GRE) and Graduate Management Admission Test (GMAT) must be within five years preceding application.

2. A student's acceptance to graduate standing is granted for the quarter and particular program specified in the official acceptance notification. The student must validate his/her acceptance by enrolling that quarter or reapply. 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.

3. Graduate students who have not been in attendance during either of the two quarters immediately preceding the quarter enrollment is desired may file a Former Student Returning Application through the Office of Records and Registration. Former students returning must apply by the deadline listed in the catalog. Any graduate degree-seeking student who has not been in attendance at the University for eight consecutive quarters must reapply through the Office of Admissions by the appropriate deadline.

4. All work applicable to the Master's degree requirement must be completed within seven years from the time a student is admitted into his/her program.

5. 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 Master of Fine Arts and no more than nine additional quarters while working toward the Ph.D.

Final Comprehensive Examination

Prior to clearance for the degree, the candidate must perform satisfactorily on a comprehensive examination in his/her major field. When graduate students take their comprehensive examination, they must be enrolled for a minimum of three (3) quarter-hours of graduate work of their discipline. If all coursework has been completed, such students should be enrolled in Independent Study.

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. An Abstract must also accompany the thesis. 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 thesis after the first day of the quarter unless the candidate is enrolled in the proper thesis 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.

Second Master's Degree

A second master's degree may be granted so long as there is no duplication of credit. If there is any duplication of credit, the request must be considered by the Graduate Council. A student cannot be enrolled in two master's degree programs at the same time.

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 presentation of these findings with a high degree of literary skill in a dissertation. A minimum of 135 quarter hours after the bachelor's degree is required.

Student Committees

An advisory Committee shall be appointed by the chairperson 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/her 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.

Time Limitations

The University of South Florida has definite time limits covering the following items:

1. Test scores for the Graduate Record Examination (GRE) must be within five years preceding application.
2. A student's acceptance to graduate standing is granted for the quarter and particular program specified in the official acceptance notification. The student must validate his/her acceptance by enrolling that quarter or reapply. 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.
3. Graduate students who have not been in attendance during either of the two quarters immediately preceding the quarter enrollment is desired may file a Former Student Returning Application through the Office of Records and Registration. Former students returning must apply by the deadline listed in the catalog. Any graduate degree-seeking student who has not been in attendance at the University for more than eight consecutive quarters must reapply through the Office of Admissions by the appropriate deadline.
4. 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.
5. 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.

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 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 Dissertation 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 with a draft copy of the dissertation 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.
The degree of Bachelor of Arts will be conferred upon those who fulfill the requirements, listed under Programs and Curricula.

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 so 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 professional schools.
5. To cultivate independent thinking, creative imagination, and value commitment, so 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. Communication
2. Language
   Foreign Languages
3. Letters
   a. American Studies
   b. Humanities
   c. Liberal Studies
   d. Philosophy
   e. Religious Studies
4. Literature: English

**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 must complete an application in the Dean's office. Foreign Language majors must specify on this form which language(s) they wish to major in.

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)
- Classics (Latin, Latin-Greek) (CLS)
- Classics & Foreign Language (CLF)
- Communication (SPE)
- Communication-English (ENS)
- Communication-Theatre (STA)
- English (ENG)
- 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)

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. At least 120 quarter hours must be completed in courses outside the department/language of the major.

A student must have a graduation check in the Dean's office one quarter prior to the quarter in which he/she intends to graduate.

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 35 for details.
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 department (or language for foreign language majors). Freshman English and beginning and intermediate foreign language courses will be counted toward this total.

3. The Departmental Minor
Seven departments in the College offer minors: American Studies, Communication (2), English (2), Foreign Languages (6), Humanities, Philosophy, and Religious Studies. In general, these require half as many hours as are required for the major. They are open to degree-seeking students with a major within another department in this college or elsewhere in the University. Specific requirements for the different minors appear under the departmental summaries that appear later in this section.

4. Elective Courses
Of the minimum of 180 quarter hours required for a bachelor’s degree in the College of Arts and Letters, sixty (60) are normally earned in general elective courses. This number varies with the credit requirement for the major and should be treated as an average figure.

Physical Education (PE) credit earned before Quarter III, 1972, will not be counted toward the 180 quarter hours required for the degree. However, up to four elective PE credits earned at USF in Quarter III, 1972, or later, may be counted toward the 180-hour requirement.

A maximum of eight hours of ROTC credit taken at USF may be counted as academic credit toward the B.A. degree.

5. Transfer Work
No transfer PE credit will be accepted by the College of Arts and Letters.

No transfer ROTC credit will be accepted by the College of Arts and Letters.

Work transferred from other schools will not be included in the grade point average computed for graduation, except in determining whether students are eligible to graduate with honors. (See page 38.)

GRADUATE LEVEL DEGREE PROGRAMS

Master’s Degree Programs
The College of Arts & Letters offers graduate programs leading to the Master of Arts degree in:
- American Studies (AMS)
- Communication:
  - Linguistics-English as a Second Language (ESL)
  - English (ENG)
  - French (FRE)
  - Mass Communications (COM)
  - Philosophy (PHI)
  - Spanish (SPA)

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 51. Specific requirements for the degree are listed under the Department of English.

NON-DEGREE PROGRAM

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 and 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 and Letters. Students working for a Certificate of Concentration register as special rather than as degree-seeking students.

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 3001 (5)  AMS 4935 (4)
AMS 3201 (5)  AMS 4936 (4)

Required Supporting Courses (12 cr. hrs.)
(no more than one course from each department)
AMH 3402 (4) or AMH 3403 (4)
AMH 3571 (4) or AMH 3572 (4)
AMH 4300 (4)
AML 3102 (5) or AML 3107 (5) or AML 3111 (5)
ENG 3156 (5)
MMC 3700 (4)
PHH 4700 (4)
POT 4204 (4)

Related Electives (21 cr. hrs.)
(no more than 9 hours from one department)
Appropriate courses to be selected, in consultation with an American Studies adviser, from various departments, including Afro-American Studies, American Studies, Anthropology, Communication, Dance, Economics, English, Geology, Geography, History, Philosophy, Political Science, Religious Studies, Sociology, and Interdisciplinary Social Sciences.

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

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 undergraduate courses before admission.

Course Work and Thesis: Total required hours 45
1. 12 hours: AMS 6155, AMS 6254, AMS 6805
2. 24 hours: To be selected from 5000 or 6000 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 6901, AMS 6915, AMS 6934 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.

Requirements for the Minor

Required Courses (at least 27 cr. hrs.)
1. AMS 3001 (5)
2. Two of the following:
   AMS 3201 (5) AMS 3210 (5) AMS 3230 (5)
3. Three of the following:
   AMS 3302 (4) AMH 3402 (4) AML 3107 (5)
   AMS 3303 (4) AMH 3403 (4) AML 3111 (5)
   AMS 3930 (1-5) AMH 3571 (4) ENG 3156 (5)
   AMS 4930 (1-5) AMH 3572 (4) MMC 3700 (4)
   AMS 4935 (4) AMH 4300 (4) PHH 4700 (4)
   AMS 4936 (4) AML 3102 (5) POT 4204 (4)
   AMS 4937 (4)

Students who wish to minor in American Studies must consult with a departmental adviser before beginning their program.

COMMUNICATION
(SPE/ENS/STA)

The Department of Communication provides courses for all students within the University interested in increasing their understanding of and skills in human communication. The department offers a major program in Communication from which the student selects an area of emphasis in Communication, Language Science, or Oral Interpretation of Literature. In addition, several combination programs with English, theatre, anthropology and foreign language are available.

Requirements for the B.A. Degree in Communication:

A major in communication requires a minimum of 48 credit hours from departmental offerings (excluding SPC 2023, to be completed as part of the general education requirements). The requirements for majors in all areas are as follows:

I. 12 hours:
   COM 3003 (4)
   LIN 2200 (4)
   or
   LIN 3801 (4)
   ORI 3000 (4)

II. 12 hours from the following:
   LIN 4600 SPC 3301 SPC 3513 SPC 3633
   SPC 3210 SPC 3441 SPC 3601

III. 12 additional hours from one of the following emphases:

A. Communication arena:
   COM 3122 COM 4942 SPC 3513 SPC 3653
   COM 3131 SPC 3210 SPC 3601 SPC 4640
   COM 4110 SPC 3301 SPC 3633 SPC 4680
   COM 4120 SPC 3441 SPC 3641

B. Language Science arena:
   LIN 3010 LIN 4040 LIN 4377

C. Oral Interpretation of Literature arena:
   ORI 3920 ORI 4120 ORI 4230 ORI 5145
   ORI 3950 ORI 4140 ORI 4310

IV. 12 hours of departmental electives

Requirements for Combination Programs

A. Communication-English
   I, II, and III above, plus the following
   Two courses from:
   ENL 3010 (5) ENL 3041 (5) ENL 3320 (5)
   ENL 3030 (5) ENL 3133 (5) ENL 3351 (5)
   One course from:
   AML 3010 (5) AML 3107 (5)
   AML 3102 (5) AML 3111 (5)
   One course from:
   ENC 3466 (5) ENC 3486 (5)
   One course from:
   ENL 3138 (5) ENG 4223 (5) ENG 4464 (5)
   ENG 3156 (5) ENG 4227 (5) ENG 4744 (5)
   LIT 3150 (5)
   Also required:
   LIN 4370 (5) THE 3080C (5)

B. Communication-Theatre
   I, II, and III C above plus the following
   THE 2020 (2) TPA 2223 (3)
   TPA 2200 (3) TPP 2110 (3)
   Two courses from:
   THE 3110 (3) THE 4401 (4) TPP 3111 (4)
   THE 4370 (4) THE 4442 (4)
   Two courses from:
   TPA 3086 (4) TPP 3235 (4) TPA 4150 (4)
   TPA 3810 (4) TPP 3510 (3) TPP 4151 (4)
   TPA 3790L (3)
   One additional course from either of the last two categories

Requirements for a Minor in Communication

A minor in the Department of Communication consists of SPC 2023 plus 24 hours of course work at the 3000 level and above. The following provisions must be met:
1. COM 3003
2. At least twelve (12) hours of 3000 level or above from one of the following areas of concentration within the department:
   a. Oral Interpretation
   b. Linguistics
   c. Rhetoric and Communication
3. In addition to the twelve (12) hours in an area of concentration, at least eight (8) hours of course work must be taken in either one or a combination of the other two areas within the department.
4. Directed readings (SPC 3900, SPC 4900, SPC 5903) may not be counted toward the 24 hour requirement.
5. Courses may not be taken on an S/U basis.
Requirements for a Minor in Linguistics

The Department of Communication offers a minor in Linguistics to students in adjacent arts and sciences who are especially interested in the role of language and the study of its structure within their disciplines. The following provisions must be met.

1. Total credit hours required: 24
2. Required courses:
   - COM 3003 (4)
   - LIN 4040 (4)
   - LIN 3010 (4)
   - LIN 4377 (4)
3. Plus 8 hours from the following
   - LIN 4600 (4)
   - LIN 4701 (4)
   - LIN 4710 (4)
   - SPC 3210 (4)

Requirements for the M.A. Degree:

Requirements for Admission. The Department of Communication offers two graduate programs: Master of Arts degree in Communication; Master of Arts degree in Linguistics (non-thesis track, English as a Second Language (ESL)). In addition to the general requirements of the University, an applicant must have: (1) a baccalaureate degree in Communication, Linguistics, or related fields from an approved college or university; (2) a 3.0 ("B") undergraduate average or better in all work attempted during the last two years of undergraduate work or a score of 1000 on the aptitude portion of the Graduate Record Exam. All prospective M.A. candidates must take the GRE whether or not they have the minimum 3.0 average; (3) review by the Department of Communication graduate committee, and; (4) approval by the department chairperson.

Requirements for M.A. Degree in Communication (48 hours thesis, 52 hours non-thesis)

1. Core requirements for all students (16 hours)
   - COM 6001 (4)
   - ORI 6410 (4)
   - LIN 6715 (4)
   - SPC 6149 (4) or SPC 6231 (4)

II. Areas of Emphasis

A. Rhetoric and communication theory option
   1. 16 hours from the following rhetoric and communication courses.
      - COM 6121 (4)
      - SPC 6442 (4)
      - COM 6312 (4)
      - SPC 6515 (4)
      - SPC 6149 (4)
      - SPC 6545 (4)
      - SPC 6610 (4)
      - SPC 6231 (4)
      - SPC 6682 (4)
   2. Two elective courses outside the emphasis area (may include courses from other departments within the University with adviser approval)—8 hours.
   3. Thesis or 12 hours of supportive course work approved by adviser.

B. Oral Interpretation of literature option
   1. 16 hours from the following oral interpretation courses.
      - ORI 5145 (4)
      - ORI 6146 (4)
      - ORI 5210 (4)
      - ORI 6350 (4)
   2. Two elective courses outside the emphasis area (may include courses from other departments within the University with adviser approval)—8 hours.
   3. Thesis or 12 hours of supportive course work approved by adviser.

C. Linguistic Theory and Description Option
   1. 16 hours from the following linguistics courses.
      - LIN 6240 (4)
      - LIN 6820 (4)
      - LIN 6380 (4)
   2. Two elective courses outside the emphasis area (may include courses from other departments within the University with adviser approval)—8 hours.
   3. Thesis or 12 hours of supportive course work approved by adviser.

Requirements for the M.A. Degree in Linguistics—English as a Second Language (non-thesis only)

The Master of Arts degree in Linguistics (non-thesis option) is designed for the training of teachers in the field of English as a Second Language or English as a Foreign Language. Students who wish to obtain Florida teacher certification are referred to the College of Education.

Entrance Requirements. In addition to the foregoing admission requirements, ESL also requires all foreign students and/or students whose native language is other than English to achieve a minimum score of 550 on the test of English as a Foreign Language (TOEFL) exam, which will be administered after the student arrives at the University. The Minimum 550 TOEFL score must be achieved on an exam administered at the University of South Florida regardless of whether the student has previously taken the TOEFL or equivalent examinations elsewhere, and regardless of the score(s) achieved on any previous exam(s). Foreign students who fail to achieve a score of 550 on the TOEFL but who are otherwise qualified may, with the permission of the program, may undertake remedial course work in ESL or otherwise seek to improve their English language proficiency, and may apply to re-take the examination in the quarter following their arrival. However, in no case will such students be granted provisional admission to the program or be permitted to take graduate course work toward the degree until the TOEFL score requirement has been achieved.

Course work. A minimum of 57 graduate level credit hours is required for the specialization in ESL, 8 hours of which are concerned with ESL methodology and current teaching trends. However, students whose undergraduate preparation has not included suitable introductory courses in English linguistics, general and descriptive linguistics, and phonetics, will be required to remedy these deficiencies before they will be permitted to take graduate level courses. The following courses (or their equivalents) are under-graduate prerequisites.

   - LIN 4370 (5)
   - LIN 4377 (4)
   - ORI 5231 (4)
   - ORI 4040 (4)

I. Core requirements (16 hours)
   - COM 6001 (4)
   - ORI 6410 (4)
   - LIN 6715 (4)
   - SPC 6149 (4) or SPC 6231 (4)

II. The following required courses (24 hours)
   - TSL 6371 (4)
   - TSL 6372 (4)
   - LIN 6240 (4)
   - LIN 6405 (4)

III. One course in curriculum development from the College of Education (4 hours).

IV. At least one 4 hour elective course at the 5000 or 6000 level.

V. Minimum of 9 hours of internship. Enrollment is in TSL 6945, which will involve planned observation and supervision of instruction in actual ESL setting. The requirement may be waived on good evidence on a case-by-case basis for those who present considerable full time teaching experience in ESL as part of their backgrounds. Those whose certification is in a field other than ESL, however, and whose experience and/or major previous internship was in an area other than ESL, may not waive the requirement.

VI. Other Requirements. No thesis is required for the degree. However, the student must pass a comprehensive examina-
tion, both written and oral, demonstrating mastery of the core and specialization areas of the program.

The field of Teaching English as a Second Language (TESL) is not one which the Department of Education of the State of Florida recognizes for teacher certification. Therefore, this program has not been developed in conjunction with the College of Education. Moreover, although the program is designed to train TESL professionals, they must be prepared to teach in a variety of contexts other than traditional American public school settings. Students who wish to obtain Florida teacher certification in another subject area while at the same time pursue a TESL degree are referred to the College of Education.

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 ENC 1102 the first quarter, ENC 1135 the second quarter and ENC 1168 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 six weeks. During this quarter they should not enroll in ENC 1102. If the examination is failed or not attempted during the student’s first six weeks, he must take ENC 1102 during his second quarter and ENC 1135 and ENC 1168 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 the student with options in English and American Literature and in Creative Writing. Both options offer the student flexibility in choices of courses and variety in selections. Both options supply a logical, balanced, and complete sequence of courses in English studies. The English-Education and the Communication-English sequences are described under the section for Communication in Arts and Letters and the section for the College of Education. Major requirements are as follows (a grade of “D” will not be counted toward the English major):

Option I: English and American Literature. Requirements: No more than 60 hours and a minimum of 55 hours required.

Required course:
ENL 3133 (5)

At least one course from the following:
ENL 3010 (5)
ENL 3320 (5)
ENL 3351 (5)

At least one course from the following:
ENL 3401 (5)
ENL 3430 (5)

At least one course from the following:
AML 3102 (5)
AML 3103 (5)
AML 3107 (5)

At least one course from the following:
AML 3110 (5)
AML 3111 (5)
AML 3115 (5)

ENL 3102 (5)
ENL 3320 (5)
ENL 3351 (5)
ENL 3401 (5)
ENL 3430 (5)
ENL 3441 (5)
ENL 3461 (5)
ENL 3486 (5)

Two additional courses from among the following 3000-level courses:
AML 3102 (5)
AML 3103 (5)
AML 3107 (5)
AML 3111 (5)
ENL 3320 (5)
ENL 3351 (5)
ENL 3401 (5)
ENL 3430 (5)
ENL 3441 (5)
ENL 3461 (5)
ENL 3486 (5)

No more than one of the following four courses may be applied toward the English major:
CRW 3320 (5) ENC 3466 (5) ENC 3486 (5)
CRW 3321 (5)

No more than one of the following three courses may be applied toward the English major:
ENG 3133 (5) ENG 3138 (5) ENG 3156 (5)

Two courses at the 4000 level in Major Authors from the following:
AML 4214 (5) ENL 4112 (5) ENL 4121 (5)
ENL 4062 (5)

Two courses at the 4000 level in two specific Genres or Modes, from the following:
Satire:
ENG 4113 (5)
Novel:
ENG 4321 (5) ENG 4325 (5) ENG 4345 (5)
Fiction:
ENG 4204 (5) ENG 4223 (5) ENG 4227 (5)
Poetry:
ENG 4742 (5) ENG 4744 (5)
Drama:
ENG 4421 (5) ENG 4453 (5) ENG 4464 (5)
Genres & Modes:
AML 4320 (5) ENL 4331 (5) ENL 4415 (5)
ENL 4300 (5) ENL 4344 (5) LIT 4930 (1-5)
ENL 4311 (5) ENL 4406 (5)

Literary Criticism:
ENG 4814 (5)
Linguistics:
ENG 4512 (5) LIN 4370 (5) LIN 4420 (5)

All other 4000-level courses may be elected.

Option II: Creative Writing. Requirement: No more than 60 hours and a minimum of 55 hours required.

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 (25 hours) for the FICTION OPTION include:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRW 3230</td>
<td>ENG 4204</td>
<td>(5)</td>
</tr>
<tr>
<td>CRW 4240</td>
<td>ENG 4223</td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>ENG 4227</td>
<td>(5)</td>
</tr>
<tr>
<td>ENC 3486</td>
<td></td>
<td>(5)</td>
</tr>
</tbody>
</table>

One of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 3294</td>
<td>ENG 3435</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 3436</td>
<td></td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4321</td>
<td></td>
<td>(5)</td>
</tr>
</tbody>
</table>

Beyond this core requirement, the student will select 25 hours from any of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AML 3010</td>
<td>ENG 4424</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 3102</td>
<td>ENG 4453</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 3103</td>
<td>ENG 4464</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 3107</td>
<td>ENG 4512</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 3111</td>
<td>ENG 4742</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 4214</td>
<td>ENG 4744</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 4320</td>
<td>ENG 4814</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 3294</td>
<td>ENG 4906</td>
<td>(1-5)</td>
</tr>
<tr>
<td>ENG 3371</td>
<td>ENL 3010</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4113</td>
<td>ENL 3030</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4225</td>
<td>ENL 3041</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4227</td>
<td>ENL 3133</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4321</td>
<td>ENL 3320</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4325</td>
<td>ENL 3351</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4345</td>
<td>ENL 3401</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4421</td>
<td>ENL 3430</td>
<td>(5)</td>
</tr>
</tbody>
</table>

Beyond the required 55 hours, the major is free to take 5 hours of any courses the department offers.

b. The required courses (30 hours) for the POETRY OPTION include:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRW 3310</td>
<td>CRW 4340</td>
<td>(5)</td>
</tr>
<tr>
<td>CRW 3321</td>
<td>ENC 3486</td>
<td>(5)</td>
</tr>
</tbody>
</table>

One of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENL 3133</td>
<td>ENL 3401</td>
<td>(5)</td>
</tr>
<tr>
<td>ENL 3320</td>
<td></td>
<td>(5)</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AML 3010</td>
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</tr>
<tr>
<td>AML 3102</td>
<td>ENG 4421</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 3103</td>
<td>ENG 4424</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 3107</td>
<td>ENG 4453</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 3111</td>
<td>ENG 4464</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 4214</td>
<td>ENG 4512</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 4320</td>
<td>ENG 4744</td>
<td>(5)</td>
</tr>
<tr>
<td>CRW 3230</td>
<td>ENG 4814</td>
<td>(5)</td>
</tr>
<tr>
<td>CRW 4240</td>
<td>ENG 4906</td>
<td>(1-5)</td>
</tr>
<tr>
<td>ENG 3294</td>
<td>ENL 3010</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4113</td>
<td>ENL 3030</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4204</td>
<td>ENL 3041</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4223</td>
<td>ENL 3133</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4227</td>
<td>ENL 3320</td>
<td>(5)</td>
</tr>
</tbody>
</table>

Requirements for the English/Literature Minor.

The English Literature Minor requires completion of 25 credit hours distributed as follows:

a. Two courses (10 hours) from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENL 3010</td>
<td>ENL 3351</td>
<td>(5)</td>
</tr>
<tr>
<td>ENL 3441</td>
<td></td>
<td>(5)</td>
</tr>
<tr>
<td>ENL 3133</td>
<td>ENL 3401</td>
<td>(5)</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENL 3320</td>
<td>ENL 3430</td>
<td>(5)</td>
</tr>
<tr>
<td>AML 3111</td>
<td></td>
<td>(5)</td>
</tr>
</tbody>
</table>

b. One course (5 hours) from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AML 3102</td>
<td>AML 3103</td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>AML 3107</td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>AML 3111</td>
<td>(5)</td>
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<tr>
<td></td>
<td>AML 4214</td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>AML 4320</td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>CRW 3230</td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>CRW 4240</td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>ENG 3294</td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>ENG 4113</td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>ENG 4204</td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>ENG 4223</td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>ENG 4227</td>
<td>(5)</td>
</tr>
</tbody>
</table>

Requirements for the English/Writing Minor.

The English Writing Minor requires completion of 25 credit hours distributed as follows:

a. Two courses (10 hours) from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRW 3230</td>
<td>CRW 3321</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 3486</td>
<td></td>
<td>(5)</td>
</tr>
<tr>
<td>CRW 3310</td>
<td>ENC 3466</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 2711</td>
<td></td>
<td>(5)</td>
</tr>
</tbody>
</table>

b. Two courses (10 hours) from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENL 3294</td>
<td>ENG 4453</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4744</td>
<td></td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4223</td>
<td>ENG 4464</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4814</td>
<td></td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4227</td>
<td>ENG 4742</td>
<td>(5)</td>
</tr>
<tr>
<td>LIT 3150</td>
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<td>(5)</td>
</tr>
<tr>
<td>ENG 4345</td>
<td></td>
<td>(5)</td>
</tr>
</tbody>
</table>

c. One course (5 hours) from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRW 4240</td>
<td>CRW 4340</td>
<td>(5)</td>
</tr>
<tr>
<td>ENG 4204</td>
<td></td>
<td>(5)</td>
</tr>
</tbody>
</table>

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 6062 (2) (this must be taken early in the sequence)

2. Forty-five credit hours, which must include:

a. ENG 6917 (var.) (this must be taken in the student’s first or second term in the program)

b. LAE 6375 (5)

c. One of these:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENL 6304</td>
<td>ENL 6333</td>
<td>(5)</td>
</tr>
<tr>
<td>ENL 6349</td>
<td></td>
<td>(5)</td>
</tr>
<tr>
<td>ENL 6315</td>
<td></td>
<td>(5)</td>
</tr>
</tbody>
</table>

d. One of these:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENL 6392</td>
<td>ENL 6407</td>
<td>(5)</td>
</tr>
<tr>
<td>ENL 6418</td>
<td></td>
<td>(5)</td>
</tr>
</tbody>
</table>

e. One of these:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AML 6132</td>
<td>AML 6137</td>
<td>(5)</td>
</tr>
</tbody>
</table>

f. LIT 6934 (1-10)

Options: It is possible, at student option, to take ENG 6971 (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 course to be approved in advance by the Department of English Graduate Committee).

Comprehensive Examination. There will be a comprehensive examination. 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 a grade of 1 or 2 for admission to the Ph.D. program. A grade of 3 will satisfy the examination requirement for the M.A. degree; 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.

Thesis. Thesis optional (See Options, above).

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. EDG 6947 (1-9) (Internship if required—waivers must be endorsed by the College of Education)
2. EDH 6061 (4)
3. EDH 6938 (5)
4. RED 4337 (4)
5. The following English courses:
   a. ENG 6837 (5) (offering in advanced composition for teachers only)
   b. LAE 6375 (5)
   c. One of these: ENL 6304 (5) ENL 6333 (5) ENL 6349 (5)
      ENL 6315 (5)
   d. One of these: ENL 6392 (5) ENL 6407 (5) ENL 6418 (5)
   e. One of these: AML 6132 (5) AML 6137 (5)
   f. Five hours of English electives

Comprehensive Examination. There will be a comprehensive examination. 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: FRE 2201, GER 2201, LAT 2231, RUS 2200, or SPN 2201; or must pass a reading examination in an appropriate language at an equivalent level. 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 6062 or its equivalent (2)
- ENG 7938 (5) LAE 7376 (5) LAE 7390 (5)
- ENG 7980 (var.) OR

Seven other courses in English at the 6000 or 7000 level. A student may transfer from another university up to 9 hours of graduate credit. Up to 10 hours of credit may be taken 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 may take the required written doctoral comprehensive 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. The doctoral degree is awarded thereafter.

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.

The following languages may also be taken as a minor: French, German, Italian, Russian, Spanish, and Spanish/Portuguese. The minor consists of 24 hours of course work in the chosen language above the second year level. In order to begin taking courses for the minor, the student will have satisfactorily completed the intermediate level or equivalent of the foreign language.

Instruction in less commonly taught languages is available upon sufficient demand.

CLASSICS (CLS)

Required courses for the Latin major
- 32 hours selected from the following:
  - LNW 4311 (4)
  - LNW 4362 (4)
  - LNW 4665 (4)
  - LNW 4312 (4)
  - LNW 4381 (4)
  - LNW 4675 (4)
  - LNW 4322 (4)
  - LNW 4500 (4)
  - LNW 4900 (1-4)
  - LNW 4361 (4)
  - LNW 4501 (4)
  - LNW 4930 (1-4)
  - LNW 4660 (4)

Supporting courses required for the major
- 16 hours selected from the following:
  - ARH 4100 (4) CLT 3322 (4) EUH 3402 (4)
  - ARH 4170 (4) CLT 3370 (4) EUH 3412 (4)
  - CLA 4100 (4) EUH 2101 (4) EUH 3413 (4)
  - CLA 4120 (4) EUH 2102 (4) PHH 3060 (4)
  - CLT 3290 (4) EUH 3401 (4) PHP 4000 (4)
  - CLT 3300 (4) PHP 4010 (4)

Required courses for the major, Latin-Greek option (36 cr. hrs.)
- 24 hours in Latin (see Latin option above) and 12 hours in Beginning Classical Greek.
Supporting courses required for the major, Latin-Greek option
12 hours selected from the list of supporting courses given for the Latin major above.

FRENCH (FRE)
Required courses for the major (20 cr. hrs.)
FRE 3240 (4) FRW 4100 (4) FRW 4300 (4)
FRE 3420 (4) FRW 4331 (4)
Supporting courses required for the major
28 hours in 3000, 4000, or 5000 level courses planned with the adviser.
Required courses for the minor (eight cr. hrs.)
FRE 3240 (4) FREN 3420 (4)
Supporting courses required for the minor
16 hours in 3000, 4000, or 5000 level courses except courses in translation.

GERMAN (GER)
Required courses for the major (16 cr. hrs.)
GER 3240 (4) GEW 4100 (4)
GER 3420 (4) GEW 4101 (4)
Supporting courses required for the major
28 hours in 3000, 4000, or 5000 level courses planned with the adviser.
Required courses for the minor (eight cr. hrs.)
GER 3240 (4) GER 3420 (4)
Supporting courses required for the minor
16 hours in 3000, 4000, or 5000 level courses except courses in translation.

ITALIAN (ITA)
Required courses for the major (16 cr. hrs.)
ITA 3240 (4) ITW 4100 (4)
ITA 3420 (4) ITW 4101 (4)
Supporting courses required for the major
32 hours in 3000, 4000, or 5000 level courses planned with the adviser.
Required courses for the minor (eight cr. hrs.)
ITA 3240 (4) ITA 3420 (4)
Supporting courses required for the minor
16 hours in 3000, 4000, or 5000 level courses except courses in translation.

RUSSIAN (RUS)
Required courses for the major (16 cr. hrs.)
RUS 3400 (4) RUT 3110 (4)
RUS 4401 (4) RUT 3111 (4)
Supporting courses required for the major
32 hours in 3000 or 4000 level courses planned with the adviser.
Required courses for the minor (eight cr. hrs.)
RUS 3400 (4) RUS 4401 (4)
Supporting courses required for the minor
16 hours in 3000 or 4000 level courses.

SPANISH (SPA)
Required courses for the major (20 cr. hrs.)
SPN 3240 (4) SPW 4100 (4) SPW 4101 (4)
SPN 3300 (4) SPW 4130 (4)
Supporting courses required for the major
28 hours in 3000, 4000, or 5000 level courses planned with the adviser.
Required courses for the minor (eight cr. hrs.)
SPN 3240 (4) SPN 3300 (4)
Supporting courses required for the minor
16 hours in 3000, 4000, or 5000 level courses except courses in translation.

Supporting courses required for the minor
Eight hours in 3000 or 4000 level Portuguese or Spanish courses except courses in translation.

Requirements for the M.A. Degree:

Requirements for Admission. General requirements for graduate work are given on page 46.

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 average 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 on French language and literature or Spanish and Spanish-American language and literature. The candidates will be given a reading list in their first quarter on campus to serve as a guide for their preparation. 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.
4. Course work following one of the plans listed below:
   Plan A
   40 hours in one language, plus eight hours of FRE 6971 or SPW 6971 (thesis).
   Plan B
   A total of 40 hours consisting of 28-32 hours of course work in one language, plus 8-12 hours in a second language or in another department (the courses to be approved in advance by the Department of Foreign Languages' Graduate Committee), plus eight hours of FRE 6971 or SPW 6971 (thesis).

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. Course requirements are as follows:
1. 41-53 credits among 4000 and 5000 level Humanities courses, with the option of up to eight hours being substituted from among the following four courses: CLA 3000, CLA 3851, CLA 4160, or CLA 4171.
2. HUM 4813, three credits.
3. HUM 4906, four credits.
4. Nine credits in the creative or performing arts.

Requirements for the Minor in Humanities:
The curriculum for the Humanities Minor is comparable to that of the program for the B.A. degree, but it is less comprehensive. Course requirements are as follows:
1. Twenty-four quarter hours of Humanities courses.
2. Not over ten of these twenty-four quarter hours may be taken at the 3000 level, and no Humanities courses at the 1000 or 2000 level may be used to fulfill the minor requirement.
3. HUM 4813, 3 credits, is required.
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 77.

Requirements for the M.A. Degree in Humanities Education:
A graduate program leading to the M.A. degree in Humanities Education (HUE) is available. For requirements, see the College of Education, page 84.

■ 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)
IDS 3300
IDS 4344
(and 2 of the following three courses)
IDS 3310
IDS 3320
IDS 4930

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 (see COMMUNICATION)

■ MASS COMMUNICATIONS (COM)

Mass Communications offers approximately 70 courses varying in content from the highly technical and field-specialized in some cases to an essential liberal arts orientation in others. 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, news-editorial, 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 part-time 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
IV. JOURNALISM Requirements

News-Editorial Option

JOU 3100 (4) JOU 4104 (4) MMC 4200 (4)
JOU 3101 (4) JOU 4200 (4)

Selective Requirements

ADV 3000 (4) VIC 3100 (4) JOU 4500 (4)
JOU 3100 (4) VIC 3102 (4) JOU 4202 (4)
JOU 3306 (4) JOU 3205 (4) MMC 5400 (4)
VIC 3000 (4) JOU 3206 (4)

Magazine Option

JOU 3300 (4) MMC 4200 (4) JOU 4200 (4)
JOU 3100 (4) JOU 4208 (4)

Selective Requirements

ADV 3000 (4) JOU 3306 (4) VIC 3100 (4)
JOU 3006 (4) PUR 3000 (4) JOU 3205 (4)
JOU 3101 (4) VIC 3000 (4) JOU 4104 (4)

V. PUBLIC RELATIONS Requirements

JOU 3100 (4) PUR 4001 (4) PUR 4601 (4)
PUR 3000 (4) PUR 4100 (4)

Selective Requirements

ADV 3000 (4) JOU 3101 (4) MMC 5400 (4)
ADV 3101 (4) JOU 3205 (4) RTV 3000 (4)
ADV 3300 (4) JOU 3300 (4) RTV 3300 (4)
FIL 4300 (4) MMC 4200 (4) VIC 3100 (4)

VI. VISUAL COMMUNICATIONS Requirements

FIL 3004 (4) MMC 4200 (4) VIC 3100 (4)
JOU 3205 (4) VIC 3000 (4)

Selective Requirements

ADV 3000 (4) JOU 3100 (4) RTV 3000 (4)
FIL 3100 (4) JOU 3101 (4) RTV 3100 (4)
FIL 3200 (4) JOU 3206 (4) RTV 4220 (4)
FIL 3201 (4) JOU 3300 (4) RTV 4301 (4)
FIL 4207 (4) JOU 4208 (4) VIC 3102 (4)
FIL 4300 (4) PUR 3000 (4) VIC 4103 (4)

Note: There is a Mass Communications - English Education (MCE) major available through the College of Education (See page 78 for further information).

Requirements for the M.A. Degree:

The department plans to initiate its recently approved master's program Quarter I, 1979. The M.A. degree program in Mass Communications is designed to serve the career objectives of persons experienced in mass media practice and of those who teach or who are interested in Mass Communications research.

The program requires a minimum of 48 quarter hours in course work including a thesis. Thirty-two of these hours (including 8 hours for the thesis) are taken in the Department of Mass Communications. The remaining 16 hours are taken in graduate-level courses offered by other departments of the University. Thus, a full-time student can complete the program in four quarters of work, or longer for a part-time candidate.

Courses in the Department of Mass Communications will stress critical study of mass media practices and performance, and the reciprocal effects of the media and their audiences on each other.

Courses outside the department will be selected in the liberal arts and/or business management areas to complement the student's work in the major field of study. For example, a student interested in reporting urban affairs for a newspaper may elect supporting courses in Sociology and Political Science; a student interested in advertising or public relations practice may elect courses in Marketing and Management; another might choose to take courses in two or more disparate disciplines in several departments of the University.

To be admitted to the program, an applicant must: (1) have a baccalaureate degree from a regionally accredited institution and present a "B" or better average in undergraduate work; (2) score 1000 or above on the GRE (Aptitude Test) with 600 or above on the Verbal part; and (3) apply to the Director of Admissions, and furnish a written statement of reasons for desiring the graduate degree together with four letters of recommendation.

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 3100, from area (2)—PHH 3060, PHH 3063, and PHH 3070. 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 from among the following courses, including two seminars:

PHH 5005 PHM 4340 PHI 5606 PHI 5365
PHI 4800 PHI 4010 PHI 4322 PHI 5505
PHI 5225 PHI 4320 PHI 5505 PHI 5705
PHI 5425 PHI 4930 PHI 4410 PHI 4331
PHI 5585 PHI 5325 PHI 4360 PHI 4000
PHI 5934 PHI 5455 PHI 5135 PHI 5787

No more than two of PHI 3050, PHI 3300, or PHI 3500 will be counted toward the major.

Requirements for the Minor in Philosophy

A minor in Philosophy consists of completion of at least 25 credit hours including two of the three core courses in the history of philosophy: PHH 3060, PHH 3063, PHH 3070. Minor students are encouraged to take at least two courses from among the following:

PHH 3060 PHI 4905 PHI 5505 PHP 4000
PHH 3063 PHI 4930 PHI 5585 PHP 4010
PHH 3070 PHI 5135 PHI 5606 PHP 4410
PHH 4600 PHI 5225 PHI 5705 PHP 4784
PHH 4700 PHI 5325 PHP 4322 PHP 4788
PHI 4320 PHI 5365 PHP 4331 PHP 5787
PHI 4360 PHI 5425 PHP 4340
PHI 4800 PHI 5455 PHI 5505

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 PHH 3060, PHH 3063, PHH 3070, and PHI 3100. No credit toward the M.A. degree will be given for courses outside the Department of Philosophy without the approval of the Graduate Program Co-ordinator 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 46-51.

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.

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.
fourth honors course will be a research project, and the student will enroll for the project under PHI 4905.

■ 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 Judaean-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.

Of the 49 hours required for a major in Religious Studies, twelve hours may be selected from related courses in other departments, with the prior approval of a departmental adviser.

All Religious Studies Majors are required to take:
1. REL 3000, 4 hrs.
2. Two courses in the history and/or literature of the major western religions: e.g., Judaism, Christianity, Islam, 8 hrs.
3. Two courses in the history and/or literature of other major world religions: e.g., Hinduism, Buddhism, Taoism, 8 hrs.
4. REL 4931, 4 hrs.
5. Concurrently with REL 4931 or in the quarter following, REL 4910, for 1 or 2 hours credit, to be satisfied by the writing of a paper on a subject related to the REL 4931 seminar and supervised by an assigned faculty person.

A student majoring in Religious Studies may not apply towards his major requirements more than twelve hours of credit from the directed readings course, REL 3900, or the undergraduate research course, REL 4910.

All transfer students must take a minimum of 37 hours in Religious Studies courses at USF.

Each student's program must be planned with a faculty adviser in Religious Studies.

Requirements for the Minor in Religious Studies

Twenty-four (24) credits in Religious Studies courses, including the following: REL 3000, Introduction to Religion; one course, 4 hrs., in a major Western religion; one course, 4 hrs., in a major Eastern religion; REL 4910, Undergraduate Research, 1-2 hrs., a paper on a topic approved by the Department Chairperson, and supervised by an assigned faculty person.

Ancient Studies Sequence

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.)

The sequence of Ancient Studies courses is to be arranged in consultation with the coordinator of the sequence and approved by the department chairperson.

Judaic Religious Studies Sequence

Within the Department of Religious Studies there is also a sequence of courses in Judaic Religious Studies. The courses involved are as follows:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEB 3100, 3101, 3102</td>
<td>9 hrs.</td>
<td></td>
</tr>
<tr>
<td>HEB 4250, 4251, 4252</td>
<td>9 hrs.</td>
<td></td>
</tr>
<tr>
<td>REL 3000</td>
<td>4 hrs.</td>
<td></td>
</tr>
<tr>
<td>REL 3201</td>
<td>4 hrs.</td>
<td></td>
</tr>
<tr>
<td>REL 3610</td>
<td>4 hrs.</td>
<td></td>
</tr>
<tr>
<td>REL 3612</td>
<td>3 hrs.</td>
<td></td>
</tr>
<tr>
<td>REL 3936* Talmud</td>
<td>4 hrs.</td>
<td></td>
</tr>
<tr>
<td>REL 4221, 4224, 4228</td>
<td>12 hrs.</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>49 hrs.</td>
<td></td>
</tr>
</tbody>
</table>

*If Talmud is not available in REL 3936 topics, LIT 3314, The Talmud as Literature, may be substituted.

■ SPEECH COMMUNICATION (see COMMUNICATION)
The College of Business Administration offers courses of study leading to both undergraduate and graduate degrees. These programs are designed to prepare men and women for careers in business and public service.

The undergraduate curriculum which leads to a Bachelor of Arts degree is composed of several segments: (1) broad general education in the arts, humanities and sciences; (2) the common body of knowledge for management responsibilities; (3) specialized areas of concentration in Accounting, Economics, Finance, Management, Marketing, and General Business; and (4) opportunities for breadth in both business and nonbusiness subjects. Through flexibility in its requirements, the College is able to satisfy the different interest and career objectives of students with diverse backgrounds. The undergraduate program is accredited by the American Assembly of Collegiate Schools of Business.

Graduate programs in the College are designed to:
1. Make graduate level professional education available to qualified men and women who seek managerial career positions in business, government, or education.
2. Support adequately the research activity so vitally necessary to maintain a quality graduate faculty and program.
3. Foster independent, innovative thinking and action as a professional individual.
4. These programs include M.B.A., Master of Accountancy, M.A. degree in Economics and M.S. degree in Management.

### 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; 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. The requirements for graduation are:

<table>
<thead>
<tr>
<th>General Distribution</th>
<th>Quarter Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. English</td>
<td>8 (min.)</td>
</tr>
<tr>
<td>II. Fine Arts &amp; Humanities</td>
<td>8 (min.)</td>
</tr>
<tr>
<td>III. Mathematics and Quantitative Methods</td>
<td>8 (min.)</td>
</tr>
<tr>
<td>IV. Natural Sciences</td>
<td>8 (min.)</td>
</tr>
<tr>
<td>V. Social and Behavioral Sciences</td>
<td>8 (min.)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Business Core</th>
<th>Quarter Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 2001 Elementary Accounting I</td>
<td>(3)</td>
</tr>
<tr>
<td>ACC 2021 Elementary Accounting II</td>
<td>(3)</td>
</tr>
<tr>
<td>ACC 3301 Accounting Management Control</td>
<td>(3)</td>
</tr>
<tr>
<td>BUL 3112 Business Law I</td>
<td>(5)</td>
</tr>
<tr>
<td>COC 3201 Computers in Business I</td>
<td>(3)</td>
</tr>
<tr>
<td>ECO 2013 Economic Principles: Macroeconomics</td>
<td>(4)</td>
</tr>
<tr>
<td>ECO 2023 Economic Principles: Microeconomics</td>
<td>(4)</td>
</tr>
<tr>
<td>ECO 3101 Intermediate Price Theory</td>
<td>(5)</td>
</tr>
<tr>
<td>FIN 3403 Principles of Finance</td>
<td>(5)</td>
</tr>
<tr>
<td>GEB 2111 Business Economic Statistics I</td>
<td>(3)</td>
</tr>
<tr>
<td>GEB 3121 Business &amp; Economic Statistics II</td>
<td>(5)</td>
</tr>
<tr>
<td>MAN 3010 Principles of Management</td>
<td>(5)</td>
</tr>
<tr>
<td>MAN 3810 Introduction to Management</td>
<td>(4)</td>
</tr>
<tr>
<td>MAN 4720 Senior Seminar in Administration</td>
<td>(3)</td>
</tr>
<tr>
<td>MAR 3023 Basic Marketing</td>
<td>(5)</td>
</tr>
</tbody>
</table>

#### Major Areas*

- Accounting, Economics, Finance, General Business, Management, Marketing

Electives sufficient to reach 180 hours.

MAC 2242 or its equivalent is a required course for all students enrolled in the College of Business Administration. This course is a prerequisite to many courses in the College and should be completed early in the student's program. A grade point average of 2.0 must be achieved in a major field for students to be certified for graduation, except in accounting, where an average of 2.25 is required.

#### 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 and (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.

In pursuing the A.A. degree in business at the junior/community college, students should take two semesters of math to include a course in pre-calculus math, two semesters of accounting principles, two semesters of economics principles, and one semester of statistics. Students should avoid taking any courses at the junior college which are listed as 3000 and 4000 level courses at USF. Normally, courses in finance, marketing, management and accounting as well as other business administration and economic courses taken at the lower division level which are offered as upper division courses at USF will not be accepted for upper

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*Students wanting to major in any specific area should refer to that department's requirements.
division credit in business administration or economics. Exceptions to this policy will be made only upon proper validation of such courses. Validation consists of CLEP or other written examinations prepared and administered by the College of Business Administration, USF.

Transfer Students From Other Colleges and Universities:

Transfer credits 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 business students, both graduate and undergraduate.
4. Evaluation of transcripts of transfer students and maintenance of academic advising records on all admitted students.

Programs and Curricula

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 27 to 40 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.

ACCOUNTING (ACC)

The Accounting program offers students the opportunity to enter directly into the fields of professional accounting, management accounting, and not-for-profit accounting. The professional accounting option prepares the student for a career in public accountancy, the management accounting option prepares the student for a career in manufacturing, retailing, and/or service organizations, and the not-for-profit option prepares the student for a career in federal, state, and/or local government as well as other not-for-profit entities. Departmental advisers will assist students in designing programs to meet specific career objectives.

Requirements for the B.A. Degree

Students admitted to this program must complete 28-36 credits in upper level accounting courses, 60 credits in the Business Core and 24-32 credits of General Electives. Of these electives, not less than 20 credits nor more than 32 can be taken outside the College of Business. Students who are admitted to this program must take GEB 3211 Business Communications or ENC 3466 Advanced Expository Writing. Accounting majors must take the course Calculus for Business Students. Accounting majors can use the forgiveness policy only once in upper level accounting courses. A grade point average of 2.25 is required to be certified for graduation.

Accounting courses taken by accounting majors on an S/U basis will not be counted toward the 180 hour graduation requirement. Independent Research, ACC 4914 will not be accepted as credit toward the 28-hour minimum degree requirements in the accounting concentration.

Required Accounting Courses (28-36 credit hours)

- ACC 3101 Intermediate Accounting I (4)
- ACC 3121 Intermediate Accounting II (4)
- ACC 3141 Intermediate Accounting III (4)
- ACC 4401 Cost Accounting and Control I (4)
- ACC 4501 Federal Taxes (4)
- ACC 4601 Auditing (4)

plus 4-12 credits from the following:

- ACC 4201 Advanced Accounting (3)

- ACC 4221 Consolidated Financial Statements (4)
- ACC 4421 Cost Accounting and Control II (4)
- ACC 4521 Federal Taxes (4)
- ACC 4730 Accounting Information Systems (4)
- ACC 4934 Selected Topics in Accounting (1-5)
- ACC 5935 Selected Topics in Accounting (1-5)

Total (28-36)

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 3101, 3121, 3141; ACC 4401, 4421, 4501, 4521.

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. However, in order to be adequately prepared for the uniform CPA examination, students should take ACC 4221, ACC 4421, ACC 4521, and ACC 4730.

Any further questions concerning the CPA examination should be directed to the faculty of the Department of Accounting.

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.

Requirements for the B.A. Degree

Within the 180 quarter hour program as listed on page 64, students must complete 26 to 28 hours of upper level economics. The economics courses required are:

- ECO 3203 Intermediate Income and Monetary Analysis (5)
- ECO 4303 History of Economic Thought (5)

plus 16-18 additional upper level economics courses

Total (26-28)
Students are encouraged to select 3000 level courses in several of the applied areas during their junior year. The remaining economics electives shall be selected from those 3000 and 4000 level courses that provide the type of program that best suits the student's interests and objectives. Additional flexibility in pursuing these interests is provided by the ECO 4905 and ECO 4914 courses. However, not more than 10 hours of credit may be awarded in ECO 4905 and ECO 4914. 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.

**FINANCE (FIN)**

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 financial 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 and in the domestic and multi-national environment. 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.

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

Within the 180 quarter hour program as listed on page 64, students must complete 23 to 27 hours of management.

Required finance courses:
- FIN 3233 Money and Banking (4)
- FIN 4414 Advanced Corporation Finance (4)
- FIN 4504 Principles of Investments (4)
- Additional upper level finance courses (8-15)

Total (20-27)

**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 provide 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 sales force 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**

Within the 180 quarter hour program as listed on page 64, students must complete 26 to 30 hours of marketing.

A 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 are:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAR 3503</td>
<td>Consumer Behavior</td>
<td>3</td>
</tr>
<tr>
<td>MAR 3613</td>
<td>Marketing Research</td>
<td>4</td>
</tr>
<tr>
<td>MAR 4713</td>
<td>Marketing Management Problems</td>
<td>4</td>
</tr>
</tbody>
</table>

4000 level marketing courses other than MAR 4713:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAR 4713</td>
<td>Additional upper level marketing courses</td>
<td>6-10</td>
</tr>
</tbody>
</table>

Total 26-30

The following sequences of courses are recommended for students with interests in industrial marketing and sales management, promotion, and retailing. Other programs are 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**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAR 3403</td>
<td>Principles of Salesmanship and Sales Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 4203</td>
<td>Marketing Institutions and Channels</td>
<td>4</td>
</tr>
<tr>
<td>MAR 4453</td>
<td>Industrial Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

plus 5-9 marketing credits

**Promotion**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAR 3303</td>
<td>Principles of Advertising and Sales Promotion</td>
<td>3</td>
</tr>
<tr>
<td>MAR 4343</td>
<td>Management of Advertising and Sales Promotion</td>
<td>3</td>
</tr>
<tr>
<td>MAR 4353</td>
<td>Public Relations and the Marketing Process</td>
<td>3</td>
</tr>
</tbody>
</table>

plus 6-10 marketing credits

**Retailing**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAR 3153</td>
<td>Retailing Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 4203</td>
<td>Marketing Institutions and Channels</td>
<td>4</td>
</tr>
</tbody>
</table>

plus 8-11 advanced marketing credits

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**Regional Campuses**

Due to limited enrollment and faculty, only the following majors are offered at the Regional Campuses:

- **St. Petersburg**
  - Accounting, Management, and General Business Administration
- **Sarasota**
  - Accounting and General Business Administration
- **Fort Myers**
  - General Business Administration

Students may declare other business majors while attending these locations, but must be prepared to finish their major study requirements at another campus within the University.

**Student Organizations Within the College of Business Administration**

All students are encouraged to participate in extracurricular activities. The following organizations provide a means for students to develop both professionally and socially while attending the College of Business Administration:

- **Beta Alpha Psi**—The national professional accounting fraternity devoted to the promotion of the profession, inspiring professional ideals, and recognizing academic achievement.
- **Beta Gamma Sigma**—Honorary society which encourages and rewards outstanding scholarship among business students.
- **Black Business Student's Organization**—Encourages and supports black students in their efforts to achieve success in a demanding academic setting.
- **Delta Sigma Pi**—Fosters the study of business and a close association between students and the business world.
- **Economics Club**—Provides a forum for discussion of economic issues, and actively encourages communication between the economics faculty and all students interested in economics.
- **Phi Chi Theta**—A career oriented professional organization that encourages the study of business.
- **Pi Sigma Epsilon**—A professional society interested in marketing, sales management, and selling.
- **Student Accounting Organization**—Promotes accounting both as an academic discipline and as a profession.
- **Student Advisory Board**—An organization whose representatives from each of the major fields advise the Dean of the College and the faculty on student attitudes and goals.
- **Student Finance Association**—An organization for finance majors providing exposure to the many facets and opportunities in the field of finance.

**Supporting Programs**

Two significant programs support college academic activities.

- **The Center for Urban Economics and Management Studies** 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** is a joint activity of the College of Business Administration and the College of Education. The Center's functions are to facilitate the inclusion of economics in the school curriculum, kindergarten through grade 12, and working with adult groups to increase their economic literacy. This involves (a) conducting staff development and curriculum development activities; (b) publishing annotated bibliographies of written and audiovisual materials, and to lend exemplar materials to persons in the USF service area; (c) serving as consultants to schools and to businesses concerned with employee economic education. The Center includes business and other community resources in its activities. The Center employs professional-level persons plus consultants on specific projects.
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 page 46). Applications are expected to demonstrate the ability to perform successfully in graduate studies in business. General inquiries should be directed to Associate Dean & Director of Graduate Studies, College of Business Administration, University of South Florida, Tampa, Florida 33620.

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 study, their ability to perform successfully in graduate studies in business, and their prospective preparation in the several functional areas in order to better understand the subject matter to be mastered.

1. Satisfactory GMAT scores for the M.B.A., M.Acc., and M.S. in Management. Applicants for the M.A. in Economics must furnish satisfactory GRE scores. Scores on both the GRE and GMAT must be those taken within five years preceding application. See information on specific criteria for admission (page 46).

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 (upon request only). 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. William H. Parrott.
   - M.S. degree in Management—Assoc. Prof. Ruth M. Walsh

Special Students

See "Special Students" paragraph in Graduate Studies Section (page 46) 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. To be eligible to register for graduate courses as a Special Student, he/she must have an undergraduate GPA of 3.0 (B) or higher, and have application for admission for graduate study on file and/or permission from the Director of Graduate Studies.

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.

THE MASTER OF BUSINESS ADMINISTRATION (M.B.A.) DEGREE

The Master of Business Administration (MBA) is a professional degree designed to prepare graduates for managerial roles in business and not-for-profit organizations. Graduates will develop the necessary skills and problem-solving techniques that will permit them to make an early contribution to management and to eventually move into broad, general management responsibilities at the executive level. The program is designed to meet the needs of qualified men and women with degrees in the liberal arts, engineering, the sciences, and humanities, as well as those with prior preparation in business administration. The College makes no distinction in the selection process between applicants with experience and those coming directly from academic life. However, experience is a meaningful background which will permit the student to better understand the subject matter to be mastered.

The faculty utilizes various delivery systems in the classroom, namely, the traditional lecture/discussion, case method, simulation, model building and laboratory techniques. These methods emphasize an analytical, conceptual, and theoretical balance throughout the program which helps sharpen students' resourcefulness in sorting complex problems and selecting optimal courses of action. Students are given many opportunities to demonstrate their writing and verbal competency and improve interpersonal communication.

Program and Curriculum

The M.B.A. program requires a maximum of 76 quarter hours and a minimum of 48 quarter hours. The full time student without course waivers will require two years (six quarters) to complete the program. Part time students who attend classes only in the evening can complete all work within a reasonable period. Students who have completed undergraduate courses in business and economics may receive course waivers and reduce their course load from the maximum requirement.

Courses are scheduled to accommodate both full time and part time students. All courses are at the graduate level. Students are expected to have sufficient competency in mathematics and communication skills to make the academic transition a smooth experience.

The Curriculum consists of:

Foundation Courses: These courses are designed to provide the basic background in the several functional areas in order to prepare for more advanced studies. The courses assume little or no prior knowledge in the field. Students having adequate previous preparation in any of these courses may seek a waiver subject to the standards set by the faculty. The conditions for waivers are explained more fully below.

Selective Courses: A select group of courses are identified that will insure breadth in the course of study. A limited number of courses are available from which the student will select three courses, one each in any of the specified areas: Accounting, Economics, Finance, Management, and Marketing.

Elective Courses: These courses emphasize the flexibility of the program by continuing the breadth emphasis and permitting
the student to develop one or more areas of concentration. Students are limited to 14 hours in a single field of concentration.

**Integrative Course:** All students are required to take a course in administrative business policy. The course is taken in the last sequence of courses to permit the student to integrate the subject matter acquired in earlier courses by the study of administrative processes under conditions of uncertainty including integrating analysis and policy determination at the overall management level.

**General:** All students must satisfactorily complete a comprehensive examination. A six credit hour thesis is optional and may be taken as an elective.

### M.B.A. Program

**Foundation Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEB 6705</td>
<td>Financial Accounting for Managers</td>
<td>(4)</td>
</tr>
<tr>
<td>GEB 6716</td>
<td>Microeconomic Analysis</td>
<td>(4)</td>
</tr>
<tr>
<td>GEB 6725</td>
<td>Financial Management</td>
<td>(4)</td>
</tr>
<tr>
<td>GEB 6745</td>
<td>Marketing Management</td>
<td>(4)</td>
</tr>
<tr>
<td>GEB 6756</td>
<td>Statistical Methods for Management</td>
<td>(4)</td>
</tr>
<tr>
<td>GEB 6757</td>
<td>Quantitative Methods for Operations Management</td>
<td>(4)</td>
</tr>
<tr>
<td>GEB 6775</td>
<td>Information Systems for Management</td>
<td>(4)</td>
</tr>
<tr>
<td>MAN 6065</td>
<td>The Management Process</td>
<td>(4)</td>
</tr>
<tr>
<td>MAN 6715</td>
<td>Social, Legal, and Political</td>
<td>(3)</td>
</tr>
<tr>
<td></td>
<td>Environment of Business</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Sub-Total</strong></td>
<td><strong>35</strong></td>
</tr>
</tbody>
</table>

**Other Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEB 6717</td>
<td>Macroeconomic Analysis</td>
<td>(4)</td>
</tr>
<tr>
<td>GEB 6895</td>
<td>Integrative Administrative Business Policy</td>
<td>(4)</td>
</tr>
<tr>
<td></td>
<td><strong>Sub-Total</strong></td>
<td><strong>8</strong></td>
</tr>
</tbody>
</table>

**Selective Courses**

One course from each of three of the following areas

<table>
<thead>
<tr>
<th>Area</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>ACC 6412 Management Accounting and Control</td>
<td>(4)</td>
</tr>
<tr>
<td>Economics</td>
<td>ECO 6436 Advanced Business Forecasting</td>
<td>(3)</td>
</tr>
<tr>
<td></td>
<td>ECP 6705 Advanced Managerial Economics</td>
<td>(3)</td>
</tr>
<tr>
<td>Finance</td>
<td>FIN 6246 Advanced Money and Capital Markets</td>
<td>(3)</td>
</tr>
<tr>
<td></td>
<td>FIN 6446 Financial Policy</td>
<td>(3)</td>
</tr>
<tr>
<td>Management</td>
<td>MAN 6107 Managerial Behavior</td>
<td>(3)</td>
</tr>
<tr>
<td></td>
<td>MAN 6409 Management of Conflict</td>
<td>(3)</td>
</tr>
<tr>
<td></td>
<td>MAN 6569 The Management of Operations</td>
<td>(3)</td>
</tr>
<tr>
<td>Marketing</td>
<td>MAR 6708 Analysis for Marketing</td>
<td>(3)</td>
</tr>
</tbody>
</table>

**Elective Courses**

Limited to 14 hours in a single field of concentration

**Total credit hours:**
- **Maximum:** 76 qtr. hrs.
- **Minimum:** 48 qtr. hrs.

**General**

1. At least 22 quarter hours beyond the Foundation courses and Business Policy must be in departments outside the field of concentration.

2. When a course from the Selective Group is taken as part of the field of concentration, this will be included as part of the 15 credit hour limitation.

3. A minimum of 48 quarter hours of graduate courses is required for graduation. (See Waiver Policy below.)

4. At least one course with an emphasis in international business is required and may satisfy a selective requirement.

5. Student must take at least one course within the program in each of the academic departments.

**Waiver Policy**

A reduction of the 76 credit hour program may be accomplished by waiver of Foundation Courses and Macroeconomics as determined by the appropriate department based on: (1) transcript analysis if the student has completed a minimum of six semester hours or nine quarter hours (departments may require additional hours) in the field, with grade of "B" or better from an AACSB accredited school and completed within the last five years; or (2) subject examination requested by the student.

**International Business**

Students are required to take at least one international business course in their programs. The student may also obtain a concentration in the field by taking the several courses offered by the various departments.

**Concentrations**

Students are encouraged to have at least one area of concentration in their overall graduate programs. These concentrations may be in Accounting, Finance, Management, Marketing and International Business.

**Thesis**

Students may elect a 6 credit hour thesis subject to departmental approval in any of the areas of concentration of the College.

### M.B.A. with Concentration 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 should take the core courses required by the general MBA program and then they should choose finance in the selective category. Also, they should elect 12 elective hours in the area of finance or a combination of finance and other approved courses. The elective hours are over and above the core and selective courses in finance. Although a thesis is not required, it is suggested that students select the thesis option.

### M.B.A. with Concentration in Marketing

Students in the Master of Business Administration Program may concentrate in the area of Marketing by selecting 9 hours of electives in Marketing. Course topics include: marketing research; problems and strategies in industrial marketing, consumer marketing, and international marketing; and marketing in public and private non-profit organizations. A thesis can serve as part of the elective course work; however, no thesis is required. Students electing the MBA with concentration in Marketing should meet with the chairman of the marketing department at the beginning of their MBA course work.

# THE MASTER OF ACCOUNTANCY (M.Acc.) DEGREE

**Requirements for the Master of Accountancy Degree:**

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 at USF, the program consists of approx-
imately 48 quarter hours. A minimum of 18 quarter hours of the program is devoted to the study of professional accounting. Another 19-21 quarter hours of the program consists of study in the related areas of financial management, economics, management science, quantitative decision models, the social, legal, and political environment of business, and business policy. The remaining 9-11 quarter hours of the program are elected by the student in consultation with his/her graduate adviser. Elective courses taken in the area of accounting may not exceed 8 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 at a university requirements specified on pages 46-51. The primary requirement is to 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 at a university requirements specified on pages 46-51. The primary requirement is to 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 at

Prior to clearance for the degree, each candidate must perform satisfactorily on a comprehensive examination.

THE MASTER OF SCIENCE (M.S.) DEGREE IN MANAGEMENT

Requirements for the Master of Science Degree

The purpose of the graduate program in Management is to develop excellence in the practice of managing people and resources in the pursuit of shared goals in task-organizational environments. Students will be admitted who have already demonstrated high motivation and excellence, or the promise of excellence, in managing in public or private organizations. To be admitted, all students must furnish:

1. Satisfactory GMAT score
2. Acceptable undergraduate grade point average. Candidates offering grade point averages less than 3.0 (B) are expected to achieve higher scores on the GMAT.
3. Three letters of recommendation (upon request only).

The M.S. degree in Management may be earned by pursuing one of three emphases, namely, the regular M.S. degree in Management, Urban Management, or Health Management. The curriculum contains three (3) sets of requirements:

(1) The common body of knowledge encompassing up to 34 quarter hours depending on program. Students pursuing the regular M.S. degree in Management will complete the foundation courses and business policy course listed on page 68. The waiver policy on page 69 applies. Students in the special interest sections in Urban Management and Health Management are required to complete the same material but will do so in block sections requiring 33 quarter hours.

(2) The completion of 27 hours of graduate courses in management. These courses will vary depending upon the needs of individual students.

THE MASTER OF ARTS (M.A.) DEGREE IN ECONOMICS

Requirements for the M.A. Degree:

The M.A. degree in Economics is offered by the College of Business Administration. Applicants should submit results of the Graduate Record Examination Aptitude Test and meet other University requirements specified on pages 46-51. The primary requirements 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 business.

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 89.

Students must satisfy all University requirements listed on page 51. 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. These 35 hours must include:

- ECO 6115 Micro-Economics (3)
- ECO 6206 Aggregate Economics (3)
- ECO 6305 History of Economic Thought (5)
- ECO 6414 Managerial Statistics (3)

Prior to clearance for the degree, each candidate must perform satisfactorily on a comprehensive examination.
The successful completion of a master's thesis in the student's area of specialty (9 hours).

Courses offered in the graduate program in management will be integrated through the completion of projects in ongoing organizational settings. A proportion of class time is devoted to the development of skills in managing, and students will be required to demonstrate excellence in the practice of managing as well as in knowledge about management.

The Management Department offers a variety of innovative delivery methods in the M.S. program. Special interest sections or classes have been formed in the fields of urban management and in health management. In these sections classes are block scheduled; that is, all students in a special interest section take approximately the same set of courses and remain together for the duration of the program. In some sections the department also offers non-traditional scheduling designed to fit the needs of participating students; e.g., some sections meet for eight (8) hours period on weekends. These methodologies facilitate learning through team interaction and other laboratory procedures.

All inquiries should be directed to the Graduate Adviser, Department of Management.

Regional Campuses

Graduate courses as part of the Master of Business Administration Program are offered at all three regional campuses: St. Petersburg, Sarasota, and Fort Myers. All required Foundation Courses and a limited number of electives are offered at the St. Petersburg Campus. Normally, only required Foundation Courses are scheduled at Fort Myers and Sarasota. In order to complete the entire MBA program, a candidate from Fort Myers or Sarasota should expect to take courses on the Tampa or St. Petersburg Campuses. Students at St. Petersburg Campus may want to take courses at the Tampa Campus to either accelerate their program or have a wider choice of electives.

Graduate Business Association

The Graduate Business Association (GBA) is composed of graduate students in the College of Business Administration. The goals of the GBA include:

1. To enhance the quality of education for graduate students in the College of Business.
2. To function as a liaison between graduate students and the administration/faculty.
3. To provide the framework necessary for continued student involvement at the administrative level in the academic affairs affecting graduate programs.
4. To facilitate career planning and placement.
5. To foster fellowship among graduate students.

Graduate students are eligible for Beta Gamma Sigma national business honorary society.

Further information regarding the Graduate Business Association may be obtained from the Dean’s Office in the College of Business Administration.
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 they have the qualifications to become teachers.

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)

**Admission to Programs**

Admission to some programs is based on additional selection criteria beyond the College requirements stated above. Some programs accept a limited number of students. Additionally, selected programs admit students only in specified quarters. Students should refer to the specific program descriptions for additional admissions information. Information regarding admission requirements for the program(s) of your choice may be obtained from the Student Personnel Office, College of Education, USF.*

*Approval of these program admission criteria is pending.

**Admission Deadlines to the College**

Physical Education and Health Education programs only admit students for Quarter I of each year. The application deadline for Quarter I is April 1 for both of these programs.

Students applying for Elementary or Exceptional Child Education programs are encouraged to apply at least one month prior to the University deadlines for the quarter of intended admission.

**Admission to Internship Experience**

The internship experience is observing and teaching in elementary, secondary, or exceptional schools. Time, sequence, and location of experience may vary among the programs. (Refer to 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 2 quarters before desired quarter.
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.
7. Acceptance by a school approved by the College of Education and the Florida Department of Education.

Application for internship must be made two quarters prior to term in which experience is desired, except when the program has specific tracks and dates for applications to be submitted. The applications 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 if and when summer internships are available.
Admission to Classes

The control of entry to all classes on all campuses will rest with the department chairperson. Each department will establish and publish priorities for allowing College of Education, other university, and special students to enroll in classes. Students who are registered in a class but fail to attend classes during the first week may be dropped from the class roll.

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 the internship is also 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

Program Requirements ................... Check individual program descriptions for requirements beyond the College minimum.

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 180 hour requirement, courses in Elective Physical Education and up to 12 hours of USF Army ROTC credits.

The College of Education will not permit either USF lower level students or transfer students to transfer "D" graded course work which is 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 (ARE)
- Botany Education (BOE)
- Business and Office Education (BTE)
- Chemistry Education (CHE)
- Classics Education* (CLE)
- Distributive Education (DEC)
- Elementary-Early Childhood Education (EEC)
- Elementary Education (EDE)
- English Education (ENE)
- Exceptional Child Education (ECED)
- Emotional Disturbance (EDM)
- Mental Retardation (ELD)
- Foreign Language Education† (FLE)
- Health Education (HES)
- Humanities Education (HUE)
- Industrial-Technical Education (EVT)
- Mass Communications-English Education (MCE)
- Mathematics Education (MAE)
- Music Education (MUE)
- Physical Education (PET)
- Physics Education (PHE)
- Science Education (SCE)
- Social Science Education (SSE)
- Speech Communication-English Education (SED)
- Zoology Education (ZOE)

College of Education

College of Education Student Council

The College of Education Student Council represents the interests of education majors in regard to policies and needs of the college.

The Council membership consists of four officers (President, Vice President, Secretary-Treasurer, Secretary Assistant), representatives from the various areas in the College of Education, and seven Senators representing the College of Education. Elections are held annually in January and all education majors are eligible to vote for all officers and the representatives of their respective areas. Any student majoring or coded in the College of Education with a minimum GPA of 2.0 can be a candidate for election as an Officer, Representative or Senator.

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 SFEA, 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.

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. The emphasis is on promoting free enterprise and instilling leadership qualities.

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, Media, and Information Studies 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.

Black Organization of Students in Education

The Black Organization of Students in Education was organized Quarter III, 1978. A constitution was written and submitted for approval. BOSE stands provisional as a university organization until confirmation. BOSE will become active in 1978-79, at which time a membership drive will be conducted.

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: Freshman English (ENC 0013 or 1102, and ENC 1135, 1168)

Area II Fine Arts and Humanities: Any course offered by the Department of American Studies, Art, Communication (excluding all LIN prefixes except LIN 2200, 3010, 3801). Dance, English (excluding ENC 0013, 1102, 1135, 1168, ESL 1385, REA 0105), Foreign Languages, Humanities, Liberal Studies, Music, Philosophy (excluding PHI 3100), Religious Studies, Theatre.

Area III Mathematics and Quantitative Methods: MAE 3810, MAE 3811, MTG 3204 for any program requiring MAE 4310, a minimum of eight hours of courses offered by the Department of Mathematics and/or any computer service course (COO, COP, CDA) and/or any of the following courses: Business and Economic Statistics (GEB 2111, 3121), Logic (PHI 3100), Social Science Statistics (STA 3122).

Area IV Natural Sciences: A minimum of eight hours of courses offered by the Departments of Biology (including botany, microbiology and zoology), Chemistry, Geology, Physics and/or Introduction to Oceanography (OCE 3001).

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 2012 and SOC 2000

II. Social Science
a) For programs requiring SSE 4313, AMH 2010, 2020
b) For all other programs a minimum of eight hours of courses offered by the departments (or programs) of Afro-American Studies, Aging Studies, Anthropology, Criminal Justice, Geography, History, Political Science, Psychology, Sociology, Interdisciplinary Social Sciences (excluding STA 3122), Women's Studies and/or any of the following courses: Contemporary Economic Problems (EC 1001), Educational Psychology (EDF 3210), Survey of Mass Communications (MMC 3000).
2. Professional Education Core (36-44 credit hours)

The required courses in the professional education core are as follows:

- EDF 3214 Human Development and Learning (4)

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 field experiences during their senior year. These experiences include pre-internship as part of EOG 4200 and EDE 4301 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 four quarters. Participation in this program option is limited and may be available only in Quarter I of each year. Students interested in exercising this training option should contact the Student Personnel Office for additional information.

Selective Admissions

All students requesting admission to the Elementary Education or Elementary-Early Childhood programs must participate in a selective admissions process. Admission to the program will be competitive and will be based upon the applicant’s previous scholastic record and performance on the American College Test (ACT). In addition, students will be required to satisfactorily complete a testing program in English and Mathematics as one condition to continued enrollment in these programs.

Performance Standards

Students admitted to the Elementary and Elementary-Early Childhood Education Programs are required to demonstrate basic skills in English and Mathematics. All students are required to take the basic skills tests during the first quarter of enrollment in the program. Students who earn unsatisfactory scores on either test will be given an opportunity to undertake remediation, but must pass both tests by the end of the second quarter of enrollment. Students who do not pass both tests by the end of the second quarter of enrollment will not be permitted to continue.

- ELEMENTARY SPECIALIZATION (EDE)

The major consists of an elementary specialization sequence, as well as the 41 hours required in the Professional Core. Included in the Professional Core for the Elementary Education major are the methods course (EDE 4301) and the reading requirements (RED 4310, RED 4515). These courses, the Foundations and Curriculum course listed in the Professional Core must be completed prior to the student’s internship. The 38 hours of elementary specialization courses include:

- ARE 4313 (4) MAE 4310 (4) SCE 4310 (5)
- HLP 4460 (4) MAE 4311 (3) SSE 4313 (5)
- LAE 4314 (4) MUE 4313 (2)
- LAE 4314 (4) MUE 4315 (3)

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 (K-6). All students wishing to enter the Elementary-Early Childhood program must participate in the selective admissions process and satisfactorily complete the testing program described in the introduction to the Elementary Education Certification Programs. The major consists of an Elementary-Early Childhood specialization as well as the 41 hours required in the Professional Core. Included in the Professional Core for the Elementary-Early Childhood major are the methods course (EDE 4301) and the reading requirements (RED 4310, RED 4515). These courses, the Foundations & Curriculum course listed in the Professional Core must be completed prior to the student’s internship. This program includes 47 hours of course work as follows:

- ARE 4313 (4) HLP 4460 (4) MUE 4313 (2)
- EEC 4203 (5) LAE 4414 (4) MUE 4315 (3)
- EEC 4303 (4) MAE 4310 (4) SCE 4310 (5)
- EEC 4706 (4) MAE 4311 (3) SSE 4313 (5)
SECONDoR EDUCATION CERTIFICATION PROGRAMS

Candidates are required to meet specialization requirements in broad subject fields or in subject combinations. 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 (71 cr. hrs.)

Latin (36 cr. hrs.)

Select three courses from the following:

- CLA 3000 (5)
- CLT 3370 (4)
- EUH 3412 (4)
- CLA 4100 (4)
- EUH 2101 (4)
- EUH 3413 (4)
- CLA 4120 (4)
- EUH 2102 (4)
- HIS 3930 (4)
- CLT 3290 (4)
- EUH 3401 (4)
- PHP 4000 (4)
- CLT 3300 (4)
- EUH 3402 (4)
- PHP 4010 (4)
- CLT 3322 (4)

Select six additional upper level Latin courses from the following:

- LNW 4311 (4)
- LNW 4381 (4)
- LNW 4665 (4)
- LNW 4312 (4)
- LNW 4500 (4)
- LNW 4675 (4)
- LNW 4522 (4)
- LNW 4501 (4)
- LNW 4900 (1-4)
- LNW 4361 (4)
- LNW 4660 (4)
- LNW 4930 (1-4)
- LNW 4362 (4)

English (35 cr. hrs.)

- ENC 3466 (5) or ENC 3486 (5)
- LNW 4370 (5)
- SP 2023 (5)

Two of the following:

- ENL 3010 (5)
- LNW 3133 (5)
- LNW 4301 (5)
- ENL 3030 (5)
- LNW 3320 (5)
- LNW 4330 (5)
- ENL 3041 (5)
- LNW 3351 (5)
- LNW 4341 (5)

One of the following:

- AML 3010 (5)
- LNW 3102 (5)
- AML 3017 (5)
- AML 3111 (5)

One of the following:

- ENC 3138 (5)
- ENC 4744 (5)
- LIT 3150 (5)
- ENC 3156 (5)

Latin-Foreign Language Education:

Specialization Requirements (72 cr. hrs.)

Latin (36 cr. hrs.)

Select three courses from the following:

- CLA 3000 (5)
- CLT 3370 (4)
- EUH 3412 (4)
- CLA 4100 (4)
- EUH 2101 (4)
- EUH 3413 (4)
- CLA 4120 (4)
- EUH 2102 (4)
- HIS 3930 (4)
- CLT 3290 (4)
- EUH 3401 (4)
- PHP 4000 (4)
- CLT 3300 (4)
- EUH 3402 (4)
- PHP 4010 (4)
- CLT 3322 (4)

Select six additional upper level Latin courses from the following:

- LNW 4311 (4)
- LNW 4381 (4)
- LNW 4665 (4)
- LNW 4312 (4)
- LNW 4500 (4)
- LNW 4675 (4)
- LNW 4522 (4)
- LNW 4501 (4)
- LNW 4900 (1-4)
- LNW 4361 (4)
- LNW 4660 (4)
- LNW 4362 (4)
- LNW 4665 (4)

Foreign language course requirements are 36 hrs. beyond intermediate courses including:

- Composition I and II
- Conversation I and II
- FRW 4100 (4)
- GEW 4101 (4)
- SPW 4100 (4)
- FRW 4300 (4)
- ITW 4100 (4)
- SPW 4101 (4)
- GEW 4100 (4)
- ITW 4101 (4)
- FOL 5752, FOW 5405, LNW 3100, LNW 3801, LNW 4377 may be among the selected courses to total 36 hours.

ENGLISH EDUCATION (ENE)

The minimum requirement for acceptance into this program is a 2.5 grade point average. Graduation requirements: "C" grade or better in Methods Course.

Specialization Requirements (61-64 cr. hrs.)

AML 3010 (5)
- ENL 3041 (5)
- LNW 4370 (5)
- ENC 3466 (5)
- ENL 3133 (5)
- LIT 3150 (5)
- ENC 3486 (5)
- ENL 3133 (5)
- SPC 2023 (5)
- ENL 3030 (5)

Two additional 4000-level literature courses

One of the following:

- ENC 3130 (3)
- MMC 3000 (3)
- MMC 3700 (4)

One of the following:

- EDG 4451 (4)
- LIN 3801 (4)
- LIN 4600 (4)
- ENC 4512 (5)

Two special methods courses, LAE 4335 and LAE 4642 and two reading courses, (RED 4360 and LAE 4530), are included in the professional education sequence.

FOREIGN LANGUAGE EDUCATION (FLE)

Foreign Language-English Education:

Specialization Requirements (71 cr. hrs.)

English (35 cr. hrs.)

- ENC 3466 (5)
- LNW 4370 (5)
- SPC 2023 (5)

Two of the following:

- ENL 3010 (5)
- LNW 3133 (5)
- LNW 4301 (5)
- ENL 3030 (5)
- LNW 3320 (5)
- LNW 4330 (5)
- ENL 3041 (5)
- LNW 3351 (5)
- LNW 4341 (5)

One of the following:

- AML 3010 (5)
- LNW 3102 (5)
- AML 3017 (5)

One of the following:

- ENC 3138 (5)
- ENC 4744 (5)
- LIT 3150 (5)
- ENC 3156 (5)

If an elective is needed, ORI 3000 is recommended.
Foreign Language requires a minimum of 36 credit hours beyond intermediate courses.

Course requirements are:
- Composition I and II
- Conversation I and II
- FRW 4100 (4) GEW 4101 (4) SPW 4100 (4)
- FRW 4300 (4) ITW 4100 (4) SPW 4101 (4)
- GEW 4100 (4) ITW 4101 (4)

Student and adviser will select the additional foreign language courses to total a minimum of 36 credit hours. FOL 5752, FOW 5405, LIN 3010, LIN 3801, and LIN 4377 may be among the selected courses.

Two special methods courses (FLE 4333 and LAE 4335) are included in the professional education sequence.

Two Foreign Language Education:

Specialization Requirements (63 cr. hrs.)

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:

- Composition I and II
- Conversation I and II
- FRW 4100 (4) ITW 4100 (4) SPN 5790** (4)
- FRW 4300 (4) ITW 4101 (4) or GEW 4100 (4) SPW 4100 (4) SPW 4130* (4)
- GEW 4101 (4) SPW 4101 (4)

Plus additional selected hours in the major language to total 36.

The minor language requirements in upper level foreign language courses are:

- Composition I and II
- Conversation I and II
- FRW 4100 (4) GEW 4101 (4) SPN 4100 (4)
- FRW 4300 (4) ITW 4100 (4) SPW 4101 (4)

Plus additional selected hours in the minor language to total 27.

*Spanish majors only.

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 cr. hrs.)
- FRE 3240 (4) FRE 4241 (4) FRW 4100 (4)
- FRE 3420 (4) FRE 4421 (4) FRW 4300 (4)

Plus additional selected hours of upper level courses to total 45 hrs.*

German (45 cr. hrs.)
- GER 3240 (4) GER 4241 (4) GEW 4100 (4)
- GER 3420 (4) GER 4421 (4) GEW 4101 (4)

Plus additional selected hours of upper level courses to total 45 hrs.*

Italian (45 cr. hrs.)
- ITA 3240 (4) ITA 4241 (4) ITW 4100 (4)
- ITA 3420 (4) ITA 4421 (4) ITW 4101 (4)

Plus additional selected hours of upper level courses to total 45 hrs.*

Russian (45 cr. hrs.)
- RUS 3400 (4) RUT 3110 (4) RUT 3111 (4)
- RUS 4401 (4)

Plus additional selected hours of upper level courses to total 45 hrs.*

Spanish (45 cr. hrs.)
- SPN 3240** (4) SPN 4301 (4) SPW 4101 (4)
- SPN 3300 (4) SPW 4100 (4) or SPN 4241** (4)
- SPW 4130 (4)

Plus additional selected hours of upper level courses to total 45 hrs.*

Health Education (HES)

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 (HES 2000 or equivalent), biology with laboratory, and an interview for program guidance.

The Health Education Selective Admissions Committee will base its admission decisions on the following:

1. Applicant's previous scholastic record and performance on the American College Test.
2. Interview for program guidance.
3. References (3).
4. Related work experience.
5. Written statements by student about reasons for wanting to become a Health Educator.

The following are courses required in the Health Education Program (61 hours):

HES 2400 (3) HES 3730 (3) HES 4940L (12)
HES 3120 (6) HES 4142 (4) HES 4943 (5)
HES 3140 (4) HES 4143 (4) HES 4944 (5)
HES 3141 (4) HES 4722 (4) EDF 3430 (4)
HES 3300 (3)

The following courses are required in the Professional Education Core:

EDF 3214 (4) EDF 3204 (4) RED 4360 (2)
EDF 3542 (4) RED 4360 (2)
SCE 3430 (2)

For students not seeking teacher certification, the following courses are deleted:

EDF 3604 (4) RED 4200 (5) RED 4360 (2)
EDF 3542 (4) HES 4940L (12) SCE 4305 (2)

The following courses are added for those not seeking teacher certification:

HES 3244 (4) HES 3510 (4) HES 4276 (4)

Humanities Education (HUE)

The minimum requirement for acceptance into this program is a 2.5 grade point average. Graduation requirements: 2.5 GPA in major and "C" grade or better in Methods Course.

Specialization Requirements (4 cr. hrs. in HUM 4906, 3 cr. hrs. in HUM 4813, and 42 cr. hrs. from the following):

HUM 4433, 4434 (4,4)
HUM 4435, 4436 (4,4)
HUM 4437, 4438 (4,4)
HUM 4440, 4441 (4,4)
HUM 4442, 4443 (4,4)
HUM 4444, 4445 (4,4)
HUM 4471, 4473 (5,5)
HUM 4905 (1-5)
HUM 5452, 5454, 5456 (4,4,4)
HUM 5485, 5486 (4,4)
HUM 5412 (4)
HUM 5414 (4)

* FOL 5752, FOW 5405, LIN 3010, LIN 3801, LIN 4377 may be used to satisfy selected course requirements of the foreign languages.
** These courses will not count in major for students who are fluent in Spanish.
The minimum requirement for acceptance into this program is a 2.5 grade point average.

Specialization Requirements (63 cr. hrs.)

Mass Communications (23 cr. hrs.)

JOU 3100 (4) JOU 4800 (4) ENG 3156 (5)
MMC 3000 (3) or MMC 3700 (4)

Two of the following or one of the following plus a more advanced course in that area.

ADV 3000 (4) JOU 3006 (4) RTV 3000 (4)
ENG 3130 (3) JOU 3205 (4) VIC 3000 (4)
FIL 4300 (4) PUR 3000 (4) VIC 3100 (4)

Two special methods courses LAE 4335 and LAE 4642 are included in the professional education sequence.

English (40 cr. hrs.)

AML 3010 (5) ENL 3041 (5) LIT 3150 (5)
ENL 3030 (5) LIN 4370 (5) SPC 2023 (5)

Two additional English courses in literature or one English literature course and ORI 3000.

Mathematics Education (MAE)

The minimum requirements for acceptance into this program include the following: 2.5 overall grade point average and 2.5 grade point average in mathematics courses; completion of at least two calculus courses.

The typical program for prospective mathematics teachers consists of a minimum of 47 credit hours in mathematics above the 2000 level. The specialization requirements are:

MAC 3411 (5) MAC 3414 (4) MTG 4212 (3)
MAC 3412 (4) MAS 3103 (4) MTG 4213 (3)
MAC 3413 (4) MHF 3102 (3)

Upper level mathematics electives (STA 3023 and MAS 4301) are strongly recommended.

Two special methods courses (MAE 4320 and MAE 4330) needed for certification are included in the professional education sequence.

The student has the option of completing an interdisciplinary 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 latter 24 hours must be approved by the student's adviser and must include a minimum of three courses at the 3000 level or above.

Students must complete all major courses and all mathematics education courses with a grade of "C" or higher.

Science Education (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.

Graduation requirements: 2.5 GPA in major and "C" grade or better in Methods Course.

Speech Communication-English Education (SED)

The minimum requirement for acceptance into this program is a 2.5 grade point average. Graduation Requirements are a 2.5
GPA in the major and a "C" grade or better in Methods Course.

Specialization Requirements (67-68 cr. hrs.)

Communication (37-38 cr. hrs.)
- COM 3003 (4)
- ORI 3000 (4)
- SPC 2023 (5)
- LIN 2200 (4)

One of the following:
- SPCE 3441 (4)
- SPC 3513 (4)

Two of the following:
- SPC 3210
- SPC 3441
- SPC 3601
- LIN 4600
- SPC 3301
- SPC 3513

At least two electives from:
- COM 4120
- ORI 4120
- ORI 4310
- SPC 3653
- LIN 3010
- ORI 4140
- ORI 5145
- SPC 4680
- LIN 3801
- ORI 4230
- SPC 3633
- THE 3080C

English (30 cr. hrs.)

Two of the following:
- ENL 3010
- ENL 3133
- ENL 3351
- ENL 3430

KINDERGARTEN THROUGH TWELFTH GRADE CERTIFICATION PROGRAMS

Candidates meet teaching requirements for all grade levels from Kindergarten through the senior year of high school.

■ ART EDUCATION (ARE)

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 registration.

After completing studio requirements for state certification each student may elect to emphasize painting, sculpture, graphics, ceramics, or photography/cinematography for the remaining studio electives.

The following courses constitute a program of study:

Art Education (25 Credit hours)
- ARE 3044 (4)
- ARE 4260 (2)
- ARE 4443 (4)
- ARE 3354 (5)
- ARE 4440 (5)
- ARE 4642 (5)

In these courses students will have the opportunity to work at the elementary school and high school levels.

Specialization (52 cr. hrs.):
- ART 2202C
- ART 2203C
- ART 2205C

28 cr. hrs. from the following courses as approved by the advisor:

- ART 3110C
- ART 4111C
- ART 4631C
- ART 5472C
- ART 3301C
- ART 4320C
- ART 4702C
- ART 5532C
- ART 3400C
- ART 4421C
- ART 5125C
- ART 5604C
- ART 3510C
- ART 4431C
- ART 5340C
- ART 5642C
- ART 3600C
- ART 4471C
- ART 5422C
- ART 5730C
- ART 3630C
- ART 4520C
- ART 5432C
- ART 5936
- ART 3701C
- ART 4601C

Plus the following:
- ARH 4450
- ART (Art History Elective)
- Four hours from any Music, Dance, Theatre

■ 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.

Students are admitted to the Exceptional Child Education programs any quarter. Those entering in Quarter I find the optimum sequences of courses.

Students admitted to the Exceptional Child Education programs are required to demonstrate basic skills in English and Mathematics. All students are required to take the basic skills test during the first quarter of enrollment in the program. Students who earn unsatisfactory scores on either test will be given an opportunity to undertake remediation, but must pass both tests by the end of the second quarter of enrollment. Students who do not pass both tests by the end of the second quarter of enrollment will not be permitted to continue.

Internship may be taken only after all other requirements have been satisfied.

Emotional Disturbance (EED)

The planning program includes:

Specialization Requirements (63 cr. hrs.)
- ARE 4313 (4)
- HLP 4460 (4)
- SSE 4313 (5)
- EED 4011 (4)
- MAE 4310 (4)
- LAE 4414 (4)
- EED 4321 (5)
- MUE 4313 (2)
- or
- EED 4941 (12)
- MUE 4315 (3)
- LAE 4314 (4)
- EEX 3010 (4)
- SCD 3010 (5)
- EEX 4221 (4)
- SPA 2001 (3)

Mental Retardation (EMR)

The planned program includes:

Specialization Requirements (67 cr. hrs.)
- EDF 3228 (5)
- EMR 3011 (4)
- HLP 4460 (4)
- EED 4011 (4)
- EMR 3400 (6)
- SPA 2001 (3)
- EEX 3010 (4)
- EMR 4310 (4)
- MCH 4310 (4)
- EEX 4221 (4)
- EMR 4313 (4)
- SPA 2001 (3)
- ELD 4011 (4)
- EMR 4321 (4)

Elective: four credit hours agreed upon jointly by student and advisor.

Specific Learning Disabilities (ELD)

The planned program includes:

Specialization Requirements (67 cr. hrs.)
- EDF 3228 (5)
- ELC 4110 (4)
- MCH 4545 (4)
- EED 3400 (6)
- SPA 2001 (3)
- EEX 3010 (4)
- EMR 4310 (4)
- EEX 4221 (4)
- LAE 4414 (4)
- ELD 4011 (4)
- EMR 4321 (4)

■ MUSIC EDUCATION (MUE)

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 major 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 enrolled in the professional sequence (MUE 4050, MUE 4130, MUE 4314, MUE 4331, and MUE 4332) may have required pre-interning observations and/or assignments in addition to the class meetings.

Students are encouraged to attend on-campus musical events (major ensemble concerts, student and faculty recitals, and Artist Series concerts).

A. Instrumental Specialization (115 cr. hrs.)

**Music Education courses (25 cr. hrs.)**

- MUE 2420 (2)
- †MUE 3414 (1)
- MUE 4314 (4)
- MUE 4311 (1)
- MUE 4050 (4)
- MUE 4332 (4)
- †MUE 3413 (1)
- MUE 4130 (4)
- MUE 4480* (2)

†Elective for band emphasis

**Music courses (90 cr. hrs.)**

- MUT 1111, MUT 1112, MUT 1113 (9)
- MUL 2111, MUL 2112, MUL 2113, MUT 1241, MUT 1242, MUT 1243 (12)
- MUT 2116, MUT 2117, MUT 2118 (9)
- MUT 2246, MUT 2247, MUT 2248 (6)
- MUG 3101 (2)
- MUH 3211, MUH 3212, MUH 3213 (9)

**Applied Music (minimum 3 hrs. senior level)**

- Applied Music Secondary (5)
  - (one each: woodwind, brass, string, percussion, voice)
- Art, Dance, Theatre (8)
- Performing Ensembles (to be selected from any 2 programs)

**Graduating recital**

B. Vocal Specialization (112 cr. hrs.)

**Music Education courses (23 cr. hrs.)**

- MUE 2420 (2)
- MUE 3414 (1)
- MUE 4314 (4)
- †MUE 3411 (1)
- MUE 4050 (4)
- MUE 4331 (4)
- MUE 4313 (1)
- MUE 4130 (4)

†must be taken up to 3 hours

**Music courses (89 cr. hrs.)**

- MUT 1111, MUT 1112, MUT 1113 (9)
- MUL 2111, MUL 2112, MUL 2113, MUT 1241, MUT 1242, MUT 1243 (12)
- MUT 2116, MUT 2117, MUT 2118 (9)
- MUT 2246, MUT 2247, MUT 2248 (6)

- MUG 3101
- MUH 3211, MUH 3212, MUH 3213 (2)
- Applied Music (minimum 3 hrs. senior level) (9)
- Applied Music Secondary (115 cr. hrs.) (30)
- Art, Dance, Theatre (8)
- Performing Ensembles (minimum of one per quarter of applied music)
- Graduating Recital

■ PHYSICAL EDUCATION (PET)

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.):

<table>
<thead>
<tr>
<th>Jr. Year</th>
<th>Sr. Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>HES 2400</td>
<td>PET 4943C</td>
</tr>
<tr>
<td>PET 3001C</td>
<td>PET 4944C</td>
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<tr>
<td>PET 3381C</td>
<td>PEL 4942C</td>
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<td>PET 3372</td>
<td>PET 4946C</td>
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<td>PET 3377C</td>
<td>PET 4361C</td>
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<tr>
<td>PET 3434C</td>
<td>PET 4562C</td>
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<td>PET 3435C</td>
<td>PET 3101C</td>
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<td>PEP 3205C</td>
<td>PET 3942C</td>
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<tr>
<td>PET 3942C</td>
<td>PET 3943C</td>
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<tr>
<td>PET 3943C</td>
<td>PET 3944C</td>
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</tbody>
</table>

VOCATIONAL AND ADULT EDUCATION CERTIFICATION PROGRAMS

Candidates planning to teach in county-wide adult and secondary education programs, junior or community colleges, 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 (BTE)

Students should complete a program in the Specialization Area with a concentration in either Office Administration or Office Technology. Specific basic competencies in the specialization are required. Competency examinations should be scheduled as soon as possible after selecting business and office education as a major. This requirement applies to all transfer as well as lower level students.

In the Professional Education and Teaching Specialization Areas, no course work lower than a “C” will be accepted in all BTE or SES courses. Students must earn a 2.5 overall grade point average in all course work.

Two quarters of full-time residency must be planned with an adviser and sequenced in the senior year. Special prerequisites are required for BTE 4360, BTE 4364, and BTE 4369.

General Distribution (60 cr. hrs.):

Recommended selections which are particularly appropriate to the specialization are:

Area II — LIN 2200, MUT 1001
Area III — COC 3300
One of the following: GEB 2111, MAC 2242, or STA 3122
For Business Administration Concentration: GEB 3121
Area V — ECP 1001, WST 2010
Professional Education Core (44 cr. hrs.):
Preliminary Courses: EDF 3214 (4), EDF 3604 (4), EDF 4200 (5) (13 hrs.)
Field Experience Block: BTE 4360 (4), BTE 4364 (5). BTE 4948 (3). This block must be se-
   quenced the term immediately prior to the Student Teaching Block. Pre-
   requisite competencies must have been completed.
Student Teaching Block: EDF 4936 (3), EDF 4940 (12 hrs.)
Reading Requirement: (4 hrs.)
Specialization Area (53-73 cr. hrs.)

<table>
<thead>
<tr>
<th>Competency Area</th>
<th>Concentration</th>
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<tbody>
<tr>
<td>Accounting</td>
<td>Office Administration</td>
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<tr>
<td></td>
<td>Office Technology</td>
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<tr>
<td>ACC 2001</td>
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<td>ACC 2021</td>
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<td>ACC 3301</td>
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<tr>
<td>Administration</td>
<td>BTE 3365 (4)</td>
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<tr>
<td>Office Management</td>
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<td>GEB 3211</td>
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<td>Communications</td>
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<td>BUL 3112</td>
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<td>Business Machi-</td>
<td>BTE 3363 (4)</td>
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<td>Economics</td>
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<td>ECO 2023</td>
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<td>Typewriting</td>
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<td>2 Courses — plus (6)</td>
<td>Minimum (2)</td>
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<tr>
<td></td>
<td>demonstrated competencies to include 50 wpm keyboarding proficiency</td>
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<td>Intr. Computers</td>
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<tr>
<td>COC 3201</td>
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<tr>
<td>or COC 3300</td>
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<td>Princp. Mgmt.</td>
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<td>MAN 3010</td>
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<td>Meas./Statist.</td>
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<tr>
<td>EDF 3430</td>
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<tr>
<td>prior completion of GEB</td>
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<tr>
<td>GEB 2111 (3),</td>
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<tr>
<td>or MAC 2242 (4), or STA 3122 (4)</td>
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<tr>
<td>BTE 4369 (4)</td>
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<tr>
<td>Personal Finance</td>
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<tr>
<td>FIN 2100 (5)</td>
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<tr>
<td>Shorthand</td>
<td></td>
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<tr>
<td>Theory course and demonstrated basic competencies to include recording skill of 60 wpm</td>
<td></td>
</tr>
<tr>
<td>Certification Requirements/ Electives</td>
<td></td>
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<tr>
<td>Rel. Occ. Experience</td>
<td><strong>EVT 4945 (0-4)</strong></td>
</tr>
<tr>
<td>Certification Requirements</td>
<td><strong>EVT 4065 (4)</strong></td>
</tr>
<tr>
<td>Other Business Administration or Education electives to bring total to 73 quarter hours.</td>
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<tr>
<td>Total Hours (61-72) Total Hours (53-72)</td>
<td></td>
</tr>
</tbody>
</table>

** DISTRIBUTIVE EDUCATION (DEC)**

Professional Education Core (40) hours:
DEC 4362 (4) EDF 4936 (3) EDF 3604 (4)

**To be a certified vocational business teacher, one must have one year (or its equivalent) of office work experience. Students lacking sufficient work experience may elect this course. This course is not required.**

**This course is not required but is necessary for vocational certification in Florida.**

DEC 4382 (4) EDF 4940 (12) or
EDF 3214 (4) EVT 4540 (2) EDF 3542 (4)
EDG 4200 (5) RED 4360 (2)

Specialization (45 hours):
ACC 2001 (3) MAR 3023 (5) ECP 1001 (5)
DEC 4174 (4) MAR 3303 (3) or
DEC 4941 (8) MAR 3403 (3) ECO 2023 (4)
EVT 4065 (4) MAR 4203 (4)
Plus electives, as approved by adviser, in Education or Business Administration to bring total to 45 hours.

Distributive Education undergraduates are required to accumulate a total of eight hours of credit in DEC 4941 — 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 (EVT)**

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, Fla.

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 20 quarter hours in Adult & Vocational Education as follows:

Required:
EVT 4065
Electives: 16 hrs. selected with adviser approval from the following:
ADE 5385 (4) EVT 5176 (4) EVT 5367 (4)
EDV 4263C (4) EVT 5280 (4) EVT 5817 (4)
EDV 4084C (4) EVT 4367 (4) EVT 4815 (4)

In addition, students must meet the General Distribution Requirements of 60 credit hours.

Acceptability of work experiences will be determined by the Adult and Vocational staff at the University of South Florida.
MASTER'S 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 department 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 Graduate Planned Program 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.

MASTER OF EDUCATION PROGRAMS

ADMINISTRATION AND SUPERVISION (ESA)

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.

CURRICULUM AND INSTRUCTION (CUR)

This is a practitioner rather than a research degree. No specific research and thesis will be required. The objective of this program is to prepare classroom teachers in instructional leadership and teaching skills through graduate study in a selected variety of courses in curriculum, methods, supervision, learning principles, human interaction, and areas of specialization which may include courses in other colleges.

To be admitted to this program, the applicant must be certified and have two years of teaching experience. The degree requires at least 50 quarter hours with 60 percent or more at the 6000 level. Programs will consist of 16 quarter hours of Process Core and will also contain EDG 6205, Theoretical Issues in Curriculum and Instruction. For all students the remainder of the (minimum) 12 quarter hours of required concentration and (minimum) 18 quarter hours in area of specialization will be determined by and with the student and the student's committee. Successful completion of the program will lead to both the Master of Education degree and Florida Rank II certification. For example see below.

Mathematics Education:

In addition to the general requirements stated above, a concentration in Mathematics Education requires:

<table>
<thead>
<tr>
<th>Quarter Hours</th>
<th>Process Core</th>
<th>Mathematics Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>20</td>
<td>12-16</td>
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</table>

<table>
<thead>
<tr>
<th>and (related education courses)</th>
<th>Mathematics</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>18-22</td>
</tr>
<tr>
<td>Total—Minimum</td>
<td>50</td>
</tr>
</tbody>
</table>

Science Education:

This concentration is designed to improve teaching competencies in Science for teachers who are certified In Science and who have successfully completed two years of teaching. In addition to the general requirements stated above, a concentration in Science Education requires:

<table>
<thead>
<tr>
<th>Quarter Hours</th>
<th>Process Core</th>
<th>Science Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>20</td>
<td>12-16</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>(and related education courses)</th>
<th>Science</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>18-22</td>
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<tr>
<td>Total—Minimum</td>
<td>50</td>
</tr>
</tbody>
</table>
MASTER OF ARTS PROGRAMS

Qualified persons may pursue graduate study in the following majors:

- Art Education (ARE)
- Elementary Education (EDE)
- English Education (ENE)
- Exceptional Child Education:
  - Emotional Disturbance (EED)
  - Gifted (EGI)
  - Mental Retardation (EMR)
  - Specific Learning Disabilities (ELD)
- Foreign Language* (FLE)
- Guidance (EDG)
- Humanities Education (HUE)
- Library, Media and Information Studies (LIS)
- Mathematics Education (MAE)
- Music Education (MUE)
- Physical Education (PET)
- Reading Education (RED)
- School Psychology (PSE)
- Science Education† (SCE)
- Social Science Education (SSS)
- Speech Communication Education (SED)
- Vocational Education:
  - Adult Education (ADE)

- Business and Office Education (BTE)
- Distributive Education (DEC)
- Industrial-Technical Education (EVT)
- Junior College Teaching:
  - Biology (BIO90)
  - Business (BUS90)
  - Chemistry (CHM90)
  - Economics (ECN90)
  - Engineering∥ (EGP90)
  - English (ENG90)
  - French (FRE90)
  - Geography (GPY90)
  - Geology (GLY90)
  - History (HHT90)
  - Mathematics (MTH90)
  - Physics (PHY90)
  - Political Science (POL90)
  - Sociology (SOC90)
  - Spanish (SPA90)
  - Speech Communication (SPE90)

*French, German, or Spanish.
∥With concentrations in Biology, Chemistry, or Physics

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 6211 or EDF 6215
  - EDF 6431
  - EDF 6481
  - EDF 6517 or EDF 6544

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)
- EDG 5691 EDF 6211 or EDF 6544

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 program is only available to students who do not wish to meet certification requirements as part of a planned program leading to the Master of Arts degree.

A. Process Core (16 hours)
- EDF 6431 EDF 6211 or EDF 6481

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

E. 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 6305, EDG 6935, RED 6116. 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:
- ARE 6358 LAE 6616 SCE 6616 SSE 6617
- LAE 6415 MAE 6116

Additional work is available through consent of the adviser as part of a planned program.

B. Language Arts Emphasis: The following are required:
- LAE 6301 LAE 6415 LAE 6616 RED 6516

C. Supervision Emphasis: Required courses are:
- EDA 6061 EDS 6050 EDS 6930

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) (FLE)

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.

D. Early Childhood Emphasis: Prerequisites are EEC 4203, EEC 4706, or equivalent certification. Courses in the program include:
- EEC 5406 EEC 5926 EEC 6261 EEC 6405
- EEC 5705

E. Elementary School Mathematical Emphasis: Individually planned emphasis to include four courses from the following:
- MAE 5636C MAE 6337 MAE 6356 MAE 6549
- MAE 6116 MAE 6338 MAE 6548

Additional work in related areas may be planned with the adviser.

F. Social Studies Emphasis: SSE 6617 and any four courses from:
- SSE 5354 SSE 5647 SSE 6795 SSE 6939
- SSE 5445 SSE 6117

HUMANITIES EDUCATION (HUE)

Plan I—Requirements for admission: A bachelor's degree in Humanities Education or a related area which included teacher certification; 1000 on the GRE and an academic average of B in the last two years of undergraduate work; approval of Humanities Education adviser.

Course Sequence: HUM 4813 (if not taken previously) (4 hours); EDF 6431 and EDF 6481 (8 hours); 2 courses from EDF 6211 or EDF 6215, EDF 6606, EDF 6517, EDF 6544 or other Education areas approved by the Humanities Education adviser (minimum of 8 hours); HUM 4870 (4 hours); HUM 6909 (3 hours); and 6 graduate courses from the Humanities Department, 2 of which may be at the 5000 level (24 hours). Candidates must complete a comprehensive examination successfully, after completing written papers for the Humanities Department.

Plan II—Requirements for admission: A bachelor's degree in Humanities or a related subject area; 1000 on the GRE and an academic average of at least B in the last two years of undergraduate work; approval by the Humanities Education adviser. Any entrance requirement waivers must be approved by both the Humanities Department and the Humanities Education adviser.

Course Sequence: HUM 4813 (if not taken previously) (4 hours); Process Core (21 hours); HUM 4870 (4 hours); RED 4337 (4 hours); HUM 6909 (3 hours); EDG 6947 (9 hours); and 6 graduate courses from the Humanities Department, 2 of which may be
at the 5000 level (24 hours). Candidates must complete a comprehensive examination successfully, after completing written papers for the Humanities Department. The examination should be scheduled during a quarter when the candidate is not interning.

**MATHEMATICS EDUCATION (MAE)**

This program requires a minimum of 51 quarter hours. MAA 4211, MAA 4212, MAA 4213 and any Mathematics courses from the 5000 and 6000 levels may be included in the planned program. Education courses include:

- EDF 6431
- EDF 6211
- EDF 6606
- and
- EDF 6481
- EDF 6215
- EDF 6517
- or
- EDF 6544
- and
- MAE 6136

A concentration in Mathematics Education is also possible in the M.Ed. program in Curriculum and Instruction. See page 82 for a description of this program.

**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 6431
- EDF 6211
- EDF 6606
- and
- EDF 6481
- EDF 6215
- EDF 6517
- or
- EDF 6544
- and
- SCE 6634

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. A concentration in Science Education is also possible in the M.Ed. program in Curriculum and Instruction. See page 82 for a description of this program.

**KINDERGARTEN THROUGH TWELFTH GRADE PROGRAMS**

**ART EDUCATION (ARE)**

In consultation with a graduate adviser, a student may develop a program in art education with a specialization in one of three areas:

- a. Studio/new media
- b. Art Administration, Supervision & Curriculum Innovation
c. 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:

- Art Education (12 credits: ARE 6262, ARE 6706, ARE 6844)
- 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.

**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 6431, SSE 6636 and 9-12 hours of electives.

Each student in consultation with his adviser will select at least seven courses at the 5000 or 6000 level from courses offered in the College of Social and Behavioral Sciences. Three or more of these courses must be at the 6000 level.

**Plan II**—Students will complete all of the Plan I requirements, take SSE 4333, EDG 5691 and EDG 6947, plus any other social science courses which the Social Science Education department deems necessary for fulfilling minimum state certificate requirements.

**SPEECH COMMUNICATION EDUCATION (SED)**

**Plan I**—Requirements for admission: A bachelor's degree in Speech or Communication Education, Theatre or Drama Education, or English Education from a recognized institution; or current certification in Speech/Communication, Theatre, or English and a minimum of 30 quarter hours of college course credits in oral communication.

- Course Sequence: EDF 6431 and 3 electives in Education approved by the adviser (13-16 hours); SED 6070 and SED 6670 (10 hours); and 7 courses in the Department of Communication including COM 6001, 3 courses in rhetoric and/or communication, 2 courses in oral interpretation, and 1 course in speech science or linguistics (minimum of 27 hours). Candidates must complete a comprehensive examination successfully.
- Plan II—Requirements for admission: A bachelor's degree from a recognized institution and a minimum of 30 quarter hours of college course credits in oral communication.

- Course Sequence: Process Core (21 hours); SED 4371, SED 6070, and SED 6670 (15 hours); SED 4374 and RED 4360 (4 hours); 7 courses in the Department of Communication including COM 6001, 3 courses in rhetoric and/or communication, 2 courses in oral interpretation, and 1 course in speech science or linguistics (minimum of 27 hours); and EDG 6947 (9 hours). Candidates must complete a comprehensive examination successfully.

**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 (EED)**

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 1 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:

EED 6201  EED 6221  EED 6943  EEX 6936
EED 6211  EED 6222  EEX 6201

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 under undergraduate Elementary or Exceptional Child Education degree may meet initial certification through a Plan I program. The individually designed course of study will include the minimum 32 hours of specialization (as outlined above) plus:

EDG 5691  MAE 4310  RED 4310  RED 4515
EDG 6947

and any other courses necessary to meet certification requirements.

Gifted (EGI)

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:

EDF 5391  EEX 6732  EGI 5232  EGI 6936
EED 6201  EGI 5051  EGI 5942  EGI 6937

Education courses to include:

EDF 6431  EDF 6211  EDF 6606
and or or
EDF 6481  EDF 6215  EDF 6517
and or EDF 6544

An individually tailored liberal arts sequence of 12 quarter hours 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 Plan II.

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:

EDF 5391  EEX 6732  EGI 5232  EGI 6936
EED 6201  EGI 5051  EGI 5942  EGI 6937

An individual may meet certification by taking the process core courses, EDG 5691, an appropriate methods of teaching course, and completion of an internship in a liberal arts area.

Mental Retardation (EMR)

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 6431  EDF 6211  EDF 6517
and or or
EDF 6481  EDF 6215  EDF 6544
and or EDF 6606

At least 28 hours are allocated to the area of specialization with an emphasis on Mental Retardation.

Basic Course Requirement: EEX 6936, or the equivalent.

Courses required:

EDF 6217  EMR 6932  LAE 6415
EEX 6201  EMR 6934  or
EEX 6303  EEX 6934  LIS 6586
SPA 6930

Two electives, chosen from the following (8):

EDG 6971 (8)  EEX 6511 (4)  EMR 5012 (4)
EED 6201 (4)  ELD 6141 (4)  EPH 5051 (4)

Plan II—Process Core Requirements (21-22 hours)

At least 40 hours are allocated to the area of specialization with an emphasis on Mental Retardation.

Prerequisites:

EMR 3011  EMR 4321  MAE 4310
EMR 4310  EVT 3063  RED 4310
or or or
EMR 4313  PET 6645

Basic Course Requirements:

EEX 6936  LAE 6415
or or equivalent LIS 6586

Courses Required:

EDF 6217  EEX 6303  EMR 6932  EEX 6934
EDG 6947  EMR 5083  EMR 6934  SPA 6930
EEX 6201

Specific Learning Disabilities (ELD)

The course of study is designed to prepare the student to become a more effective learning disabilities specialist.

Plan I—Process Core Requirements (16-17 hours)

At least 40 hours are allocated to the area of specialization with an emphasis on Specific Learning Disabilities.

Basic Course Requirement: EEX 6936, or equivalent.

Courses required:

EDF 6217  EEX 6201  MAE 6549  LAE 6415
EED 6201  ELD 6115  RED 6546  or
or ELD 6141  RED 6548  LIS 6203
EPH 5051  EEX 6934
or or LIS 6586

Plan II—Process Core Requirements (21-22 hours)

At least 48 hours are allocated to the area of specialization with an emphasis on Specific Learning Disabilities.

Prerequisites: EEX 4221, MAE 4310, MAE 4545, RED 4310, RED 4515, SPA 2001.

Basic Course Requirements:

EEX 6936  LAE 6415  MAE 6548
or LIS 6203
or LIS 6586

Courses required:

EDF 6217  EEX 6201  EEX 6934  RED 6546
EDG 6947  ELD 6115  MAE 6549  RED 6548
EED 6201  ELD 6141
or EPH 5051

One Elective chosen from the following:

ARE 4313  MUE 4315  SCE 4310  SSE 4313
HLP 4460

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 6431 or EDF 7437
2. One of the following:
   EDF 5136 EDF 6213 EDF 6215 EDF 6217
   EDF 6120
3. EDF 6354
4. One additional Foundations course
B. Specialization Requirements:
   Elementary School Guidance Emphasis (38 hours)
   EGC 6005 EGC 6305 EGC 6464 EGC 6625
   EGC 6225 EGC 6935 EGC 6506 EGC 6830
   (2 credits)
   Five hours of elective credit
   Secondary and Adult Guidance Emphasis (38 hours)
   EGC 6005 EGC 6935 EGC 6305 EGC 6507
   EGC 6225 (2 credits) EGC 6435 EGC 6835
   Eight hours elect

Plan II
A. Process Core Requirements: (minimum of 16 hours)
1. EDF 6431 or EDF 7437
2. One of the following:
   EDF 5136 EDF 6213 EDF 6217
   EDF 6120 EDF 6215
3. EDF 6354
4. One of the following:
   EDF 6606 EDF 6517 EDF 6544
B. Specialization Requirements:
   (Same as Plan I)
C. Additional Requirements: (14 hours)
   EDG 5691 and EDG 6947
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, MEDIA, AND
INFORMATION STUDIES (LIS)

See EDUCATION FOR LIBRARIANSHIP, page 89

■ MUSIC EDUCATION (MUE)

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 Music: 11 credits in music education including MUE 6780, MUE 6416, and MUE 6640; 12 credits in music theory-literature, and at least 4 credits in applied music.

Instrumental Music: 14 credits in music education, including MUE 6780, MUE 6189, MUE 6417, 17 credits in music theory-literature, including MUL 6505; and at least 4 credits in applied music.

■ PHYSICAL EDUCATION (PET)

Areas within the program in which a student may focus study are Elementary Physical Education, Secondary Physical Education, or Physical Education for the Handicapped.

Enrollment in PET 6051C, Professional Assessment, is required of all students. Preferably this course will be completed during the first quarter of study in the program and not later than the completion of eight quarter hours of credit in the physical education curriculum area.

■ READING EDUCATION (RED)

The Master's degree in Reading Education is designed to prepare special reading teachers, reading clinicians, and supervisors-directors-coordinators of reading for school systems.

In addition to meeting the University and College requirements, applicants to the Reading program must present three (3) letters of recommendation, and a personal statement of professional background, experience and goals. Applications for admission are processed once each quarter. The deadline for all requirements to be met and all materials to be in the Reading Department office is usually 4-5 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 Reading program to ascertain the deadline dates for specific quarters and to obtain instructions regarding the transmission of letters of recommendation and statements of goals.

Education courses include:
Plan I EDF 6431 and EDF 6481 and one of
   EDF 6211 EDF 6544
   EDF 6215 or
   EDF 6606 EDF 5691
   EDF 6517
Plan II requires all four of the process core: EDF 6211, EDF 6431, EDF 6481, and EDF 6606.

Specialization in Reading Education shall include a minimum of 29 credit hours:
   RED 6116 RED 6365 RED 6548 RED 6748
   RED 6247 RED 6546 RED 6747 RED 6838

Students entering the program with an undergraduate major outside elementary education normally will be required to take RED 4310 and RED 4515 before beginning the specialization sequence.

Electives must be chosen by conference with adviser. 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 where 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

*Major area courses are RED 4310, RED 6116 and all Reading Education courses.
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 EDG 5691. For the School Psychology program, the internship requirement for Plan II is the same as that for Plan I.

General Philosophy. The emphasis of this expressly innovative effort is on action oriented interventive and preventive psychology as opposed to descriptive psychometry. The program defines the student (rather than the educational system) as the client of the school psychologist and is committed to the changing psychological structures and functions which are not in the client's best interest. The program faculty are dedicated to producing highly trained psychologists through positive rather than aversive techniques. This positive approach can be especially seen in the following policies and procedures: (a) Thorough admissions procedures result in the selection of superb students. This makes possible a faculty commitment to do everything possible to guide each student to a high level of professional competence. This strategy opposes that of accepting large numbers of students with the assumption that some will "flunk out." (b) The curriculum is well organized and explicit so that the student is always aware of program expectations and of her/his progress in relation to these expectations. (c) The student body is kept small, resulting in greater student-faculty contact than would otherwise be possible. (d) Skills of practice are developed through a non-threatening apprenticeship network established with local school systems. This model encourages the student to "assist" several professors and practicing school psychologists throughout her/his training. The notion here is to provide positive environments, containing rich feedback, in which competent psychological skills develop. (e) Thesis guidelines have been established for the purpose of reducing the anxiety and ambiguity so often associated with research effort.

The goal is to increase the probabilities that thesis research will be a positive experience while producing quality data with reasonable energy expenditure. (f) Comprehensive examination guidelines have also been produced to reduce anxiety and ambiguity. Our desire is to provide a structure for reasonable review and synthesis of content material. We wish to avoid the common practice of students trying to outguess item writers, a practice which only wastes energy.

General Objectives. Professional training will emphasize the following: (a) The development of skills to apply principles of behavior to effect changes in individual and group behavior, and in educational system structure, in such a way as to facilitate human emotional and intellectual growth. (b) The development of knowledge and skills in the assessment of individual growth and of system problems which affect that growth. (c) A sound background in scientific method and in its application to the study of behavior within educational systems. (d) A firm knowledge of the principles of American education emphasizing both strengths and weaknesses.

Admissions. Admission to the program is competitive. In general, criteria for admission include: (a) acceptance by the University of South Florida Office of Admissions; (b) GRE cumulative aptitude score of 1000 or above or a "B" average or better in major courses for the last two years of undergraduate general course work; (c) approval of the Admissions Committee for Graduate Studies in School Psychology. The student should apply directly to the Office of Graduate Admissions, University of South Florida, Tampa, Florida 33620. The school psychology program will request further information from the student upon notification that the application is on file. Admission is for summer and fall quarters of each year, and applications received by March 1 get priority attention. Each student accepted into the program will automatically be considered for financial aid. If separate application is necessary, forms will be forwarded to the student upon admission.

Further Information. Details of the program may be obtained by writing the Director of Graduate Studies in School Psychology.

VOCATIONAL AND ADULT EDUCATION PROGRAMS

Adult Education (ADE)

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 6431 and EDF 6481
   - EDF 6211 or EDF 6215

   and one of the following:
   - EDF 6606, EDF 6517, or EDF 6544

   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:
   - ADE 4360
   - ADE 5385
   - ADE 6387
   - EYT 6563
   - ADE 5160
   - ADE 6380
   - EYT 4065
   - EYT 6930
   - ADE 5161

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 (BTE)

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 6431 and EDF 6481

EDF 6211 or EDF 6215 and one of the following:
   - EDF 6606
   - EDF 6517
   or
   - EDF 6544

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:
   - BTE 5171
   - EYT 4065
   - EYT 6563
   - EYT 6930
   - BTE 5245
   - EYT 6300

Any deficiencies needed for business teacher certification must be included in the Master's candidate's program.

3. Selected courses from which to choose in Vocational and Adult Education:
   - ADE 5385
   - BTE 6944
   - EYT 5190
   - EYT 6386
   - ADE 6197
   - EYT 4065
   - EYT 5367
   - EYT 6563
   - BTE 4360
   - EYT 4815
   - EYT 6300
   - EYT 6926
   - BTE 5171
   - EYT 4945
   - EYT 6385
   - EYT 6930
   - BTE 5245

4. Selected courses in one related area such as Guidance, Exceptional Child Education, Business Administration, Junior College, Administration or Supervision (4-12 credit hours).

5. Graduate methods courses are required as listed in individual student programs.

Distributive Education (DEC)

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 6431 and EDF 6481
   - EDF 6211 or EDF 6215

and one of the following:
   - EDF 6606
   - EDF 6517
   or
   - EDF 6544
2. Appropriate College of Business Administration courses in marketing, management, economics, finance, and accounting for Distributive Education teacher certification (23 credits maximum).

3. Specialization requirements of 16 credit hours in Distributive Education are designed to provide competencies in administration, supervision, curriculum development, program management, methods of teaching and research techniques as each of these relate to distributive education programs. Generally, specialization courses will be selected from the following, depending upon the individual's background of experience:

   ADE 5385 DEC 5185 EVT 5367 EVT 6926
   DEC 4382 DEC 6945 EVT 6300 EVT 6930
   DEC 4941 EVT 4065 EVT 6385
   DEC 5245 EVT 5190 EVT 6386

4. Selected courses in a related area such as Business Administration, Administration, Supervision, Guidance, Exceptional Child Education (4-12 credit hours).

**Industrial-Technical Education (EVT)**

**Plan I**—Before being admitted to the degree program, a 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 6431 and EDF 6481 EDF 6211 or EDF 6215 and one of the following:

EDF 6606, EDF 6517, or EDF 6544, specialization requirements must include EVT 6948 and EVT 6930. Courses totaling a minimum of 45 credit hours will be a part of the student's program which he will plan with the graduate advisor for industrial education. Related electives (0-16 credit hours). See areas of specialization listed above.

**Industrial-Technical Education (EVT)**

**Plan II**—The University 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:

- **Biology**
- **Business**
- **Chemistry**
- **English**
- **Engineering**
- **Economics**
- **French**
- **Geography**
- **Geology**
- **History**
- **Mathematics**
- **Physics**
- **Political Science**
- **Sociology**
- **Spanish**
- **Speech**
- **Communication**

**Admission and Advising**

Because of the unique character of the Junior College Program which integrates 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.

**The Program**

Consists of a minimum of 45 credit hours, plus an internship of 1-9 hours if deemed necessary.

**EDUCATION FOR LIBRARIANSHIP**

**LIBRARY, MEDIA AND INFORMATION STUDIES (LIS)**

**Goals and Objectives**

The Library, Media, and Information Studies 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 program...
grams of the Library, Media, and Information Studies 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 and related agencies 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. Providing 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.

10. Making students aware of the contributions of library and related organizations to librarianship and to library education.

Admission and Graduation Requirements

Criteria for admission and graduation include those general criteria specified by the College of Education for admission into master's degree programs. In addition, the Library, Media, and Information Studies department asks for an interview with the program chairperson, the program's admission committee, or an individual designated by the chairperson. The department also requires 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 — LIS 5404, LIS 6520, LIS 6260, LIS 6608, LIS 6271, and LIS 6735, plus a planned program of electives developed for each student in conjunction with his/her adviser. The minimum length of a program is ordinarily 55 quarter hours.

Accreditation and Certification

The Library, Media, and Information Studies 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 Education 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, Media, and Information Studies Department, University of South Florida, Tampa, Florida, 33620.

ADVANCED GRADUATE EDUCATION

Goals:
The College of Education is a professional school which offers advanced degree programs for a variety of specialized educational practitioners and for researchers. A major goal of the advanced graduate program is to contribute to the improvement of public schooling through the preparation of highly competent practitioners and preparation of researchers. All programs have as their central focus the development and the application of disciplined inquiry skills. Rigorous inquiry expands and improves the theoretical and the informational bases upon which instructional and administrative practices are developed. From this orientation the following objectives are derived:

1. To foster disciplined and rigorous inquiry into educational practices, theories, and proposals.
   a. To create a vigorous community of scholars having complementary proficiencies in inquiry.
   b. To promote and to encourage conclusion-oriented inquiry to provide a base of verified concepts and theories for education.
   c. To promote and to encourage decision-oriented inquiry as a means for extending the validity of findings from conclusion-oriented investigation and to aid in the development of verifiably better practices and policies in education.
   d. To promote the development of alternatives to existing theories and practices. Such alternatives developed out of an a-political criticism of existing practices contributes to the development of an educational system which is responsive rather than wedded to practices on "non-educational" grounds.

2. To conduct training programs which will
   a. Contribute to the maintenance of the proficiency of the membership of the system through in-service training and consultation.
   b. Maintain the performance level in the systems and extend professional/personal opportunities by providing programs for personnel in teaching areas and in the areas of administration, supervision, other school services (guidance, school psychology, etc.), curriculum.
   c. Train personnel to conduct different types of inquiry so that the system is self-correcting.
   d. Produce personnel able to design training programs based on the results of both conclusion-oriented and decision-oriented inquiry so that school systems can be both self-sufficient and responsive.

3. To form a center that can assist educational clientele in the design of in-service training programs, in planning, in evaluation of projects, and in developing strategies for coping with other unanticipated problems related to schooling and education.

Programs:

Ed.S. Program

The Education Specialist (Ed.S.) program has been developed to provide for State approved Rank I-A certification. The program offers specialization in Curriculum and Instruction with emphases
in curricular areas such as Early Childhood Education, Exceptional Child Education, Mathematics, Education, and Reading and 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; or GRE aptitude score—1000 minimum (Quantitative and Verbal).
2. Three letters of recommendation.
3. Favorable recommendation from program chairperson.
4. An earned Master's Degree.
5. 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).

Ph.D. Program

The Doctor of Philosophy degree is available in Education. Specialization is in Curriculum and Instruction with research emphasis on problems related to specific areas of curriculum such as Early Childhood Education, Exceptional Child Education, Mathematics Education, and Reading and Language Arts Education, and other curriculum areas. For information on additional emphases within the Curriculum and Instruction specialization, contact the Director of Graduate Studies in the College of Education.

Candidates for admission to Ph.D. 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 (Quantitative and Verbal).
2. Three letters of recommendation.
3. Favorable recommendation from program chairperson.
4. Any additional requirements specified by the program.

Although classroom teaching experience is not required, the candidate must present evidence that would indicate a commitment or interest in education. Also, internships are required of candidates who do not have school experience.

Application deadlines for admission to Ph.D. study are May 15 (for Quarters IV and I) and November 15 (for Quarters II and III).
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 for 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 three areas: Professional Engineering, 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 Degree Programs**
- Bachelor of Science in Engineering Science degree—Computer Science Option
- Bachelor of Science in Engineering Science degree—other options
- Master of Science in Engineering Science degree—Computer Science Concentration
- Master of Science in Engineering Science degree—other concentrations

**Computer Science Concentration**
- Bachelor of Science in Computer Science degree
- Master of Science in Computer Science degree
- Master of Engineering degree (Non-Thesis)
- Bachelor of Engineering Technology degree
- Master of Engineering degree (Non-Thesis)
- Bachelor of Science in Engineering Science degree
- Bachelor of Science in Engineering degree
- 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)

**Area of Interest**
- Contact
- Specific department or office
- Office of the Dean
- Office of the Dean
- Assistant Chairman for Computer Science, Department of Electrical Engineering
- Director of Engineering Technology
- Department of Industrial Systems

**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 more in operational responsibilities may wish to complete their initial engineering education at the baccalaureate level. For this purpose a Bachelor of Science in Engineering degree is offered which provides the student a broad education with sufficient technical background to effectively contribute in many phases of Engineering not requiring the depth of knowledge needed for advanced design or research.

The College of Engineering recognizes that modern engineering solutions draw on knowledge of several branches of engineering. It also recognizes that future technological and societal developments will lead to shifting of the relative emphasis on various branches of engineering, triggered by new needs or a reassessment of national goals. 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 either at this or other institutions. It is becoming increasingly evident that a large segment of today’s engineering profession is involved in some form of 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 formal graduate study, 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:

**Option**
- General
- Chemical
- Electrical
- Industrial
- Mechanical
- Structures, Materials & Fluids

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 elect the strongest academic program that is available while in high school. Four years 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 transfer students should also complete as much of the mathematics, science and engineering core course work as is available to them. Transfer students should be aware that the college expects them to meet the college regulations listed on pages 94-95, just as it expects its own students to meet these requirements. The University's College of Engineering is available to assist junior/community colleges in the development of course material 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.

Undergraduate and graduate 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 3000 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 chairperson 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 may be 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 normally starts the process to change majors in the advising office of the college where the old major is housed.

**Departments & Programs**

The supervision of the academic programs for the college is the function of the four administrative departments together with sev-
eral coordinators. The departments are responsible for the professional program in engineering. Specific positions are responsible for the special programs in Engineering Science and Engineering Technology. Each department is responsible for programs, faculty, laboratories and students assigned to it.

Electrical Engineering

This department offers study in all areas fundamental to Electrical Engineering and the electrical and computer 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 micro-electronics 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. Evening graduate programs are available. The department administers the Ph.D. program.

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. Evening graduate programs are available. The department administers the Ph.D. program.

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.), and the Master of Science in Engineering (M.S.E.) degree programs in the area of Industrial Engineering. Evening graduate programs are available. The department administers the Ph.D. program. The department also instructs 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, including a three year evening program. The department administers the Ph.D. program.

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 study and a professional career can be based. Emphasis is placed on four key elements: a solid foundation in science and mathematics, a basic understanding in all major engineering disciplines, familiarity with Social Science and Humanities—to develop the whole individual, and good communication skills.

This common foundation of 152 minimum quarter hours breaks down as follows:

- Social Science and Humanities Core 47 credit hrs. min.
  (including communication skills)
- 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 (ENC 1102, 1135, 1168).

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 2000 level or higher. At least 8 credit hours must be taken in each 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 acceptable to the University 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.

Pre-medical students follow this option. It accommodates up to 49 hrs of special pre-med course work (Biology, Organic Chemistry, etc.) selected by student and adviser 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 petro-chemicals, polymers and fibers, synthetics, 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 designers, consultants, 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. The areas of Structural Engineering and Water Resources are components of Civil Engineering.

b. Structural Engineering concentration—courses in structural analysis design, composite structures, connecting matrix and computer techniques.
c. Water Resources concentration (designated by Board of Regents as a "Program of Distinction")—courses in water resources, hydrology, and urban water systems.

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.

7. Other Options (49 credit hours)

Students should recognize that the title of an academic program to prepare for a specific engineering career may differ from the career title. The USF option titles are descriptive of the academic discipline the option draws on. The field of engineering application frequently is used in describing engineering career titles. The following table may help prospective students to identify the desired USF option.

<table>
<thead>
<tr>
<th>Engineering Career</th>
<th>USF Option</th>
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<tbody>
<tr>
<td>Aerospace</td>
<td>Electrical or Mechanical</td>
</tr>
<tr>
<td>Biomedical</td>
<td>Usually Electrical (should plan on graduate studies)</td>
</tr>
<tr>
<td>Civil</td>
<td>Structures, Materials, and Fluids</td>
</tr>
<tr>
<td>Ocean</td>
<td>Structures, Materials, and Fluids</td>
</tr>
<tr>
<td>Petroleum</td>
<td>Chemical</td>
</tr>
<tr>
<td>Solar Energy</td>
<td>Mechanical</td>
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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.

COLLEGE REGULATIONS

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 commence the term after a student has been notified and must be completed 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 3000 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, Freshman English, Calculus, Physics, Engineering, and Science 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 (ABCFD) 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 3000 level or higher, requires specific approval from the college.

A minimum average of 2.0 or "C" for engineering coursework of 3000 level or above attempted must be maintained while registered in 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." 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.

The college requires that a student complete the Mathematics and Science Core, Engineering Core, and specialization requirements for the baccalaureate degree in seven years. Deviations require specific prior permission from the Dean of the college.

In addition to the college requirements listed above, degree candidates are expected to meet applicable special departmental requirements.

Cooperative Education Program

A wide variety of industries and government agencies have established cooperative programs for engineering students to provide them the opportunity to become familiar with practical aspects of industrial operations and engineering careers. Students in the Cooperative Education (Co-op) Program alternate one or two quarters of paid employment in their major field with like periods of study. Students following the Co-op program usually encounter no problems in scheduling their academic programs, since required Social Science and Humanities, Mathematics and Science, and Engineering Core courses are offered every quarter. Students normally apply for participation in this program during their freshman year and pursue actual Co-op employment during their sophomore and junior years. The senior year is generally pursued on a full-time study basis, since many specialization courses are not offered every quarter.

Florida Engineering and Industrial Experiment Station (USF)

The Florida Engineering and Industrial Experiment Station developed from early research activities of the engineering faculty at the University of Florida and was officially established in 1941 by the Legislature. Its mandate is to "organize and promote the prosecution of research projects of engineering and related sciences with special reference to such of these problems as are important to the industries of Florida". In 1977 the University of Florida extended the provisions of the Engineering and Industrial Experiment Station to the Engineering College of the University of South Florida and the other two State engineering colleges. The legislature supported this extension with an appropriation. The four colleges of engineering now work together in a joint effort through EIES to assist industry with special problems that can be appropriately solved by engineering colleges. It is estimated that during the year 1978-79 a sponsored research volume of approximately 1.2 million dollars will flow through EIES (USF). All departments, faculty as well as students, contribute to this research at the University of South Florida. The direct exposure of students to real research needs of the State adds extra meaning and depth to the engineering education offered by the college.

Florida — NASA State Applications Center (STAC)

The State University System, the National Aeronautics & Space Administration and certain cooperating colleges of engineering of Florida, including the University of South Florida, have jointly developed the State Technology Applications Center. STAC offers rapid access to more than 10 million modern published articles related to almost every field of human endeavor and thus provides information to help solve vexing problems at significant savings in man hours and money. This service is a bright new resource for Florida business and industry. Just a short decade ago this concept would not have been feasible. Through perseverance the computer minded community developed a remarkable system of "key wording" information which is stored in the memories of computers. Using these "key words", the computer locates pertinent and required publications, at times with titles far removed from the subject matter in question — titles that may be passed over in the usual library investigation. STAC charges a minimal fee for its search since its operation is partially supported through NASA and State funds. The STAC Office at the College of Engineering, 304 Engineering Building, University of South Florida, Tampa, FL, 33620, tel. 813/974-2499, serves the south central area of Florida.

Engineering Master's Degree Programs

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 (E GP)**

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 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 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 titled "Masters Thesis" in the student's department 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.

Students working on design and research projects must register for a minimum of 3 credits of the course titled "Masters Thesis" in the student's department 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 the course titled "Masters Thesis" in the student's department 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 and take a comprehensive examination during the quarter in which they apply for the degree. This credit may not be used as part of the course work requirement. Contact Department for details.

**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 4000 level project course work of appropriate departmental prefix and up to 9 credits of the course titled "Masters Thesis" in the student's department 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 (ENGINEERING)

Degree programs in Engineering Science are offered by the College of Engineering which are designed for students who do not wish to pursue the professionally oriented degree programs in engineering but who wish to obtain a strong technical background coupled with other interests.

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, bio-medical engineering, 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 catalog 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 catalog 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, and it provides 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, data base systems, 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 foundation 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 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.

Students apply for admission to this program through their adviser, who 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.

**POST-BACCALAUREATE—MASTER OF SCIENCE IN ENGINEERING SCIENCE DEGREE (EGC)**

The admission and program requirements (minimum 45 credit hours) for this degree are essentially the same as those itemized for the Engineering Master's Degree Programs, page 98.

To meet the student's specific Engineering Science objectives, each department, or the college, may elect to award this degree dependent on prior arrangement with the student.

Students entering the Computer Science concentration of this program without a baccalaureate degree in Computer Science may have to take supplemental remedial coursework.

Students with interests in Bio-medical engineering should have a well above average undergraduate preparation in one of the traditional fields of engineering.

**DOCTOR OF PHILOSOPHY DEGREE IN ENGINEERING SCIENCE (EGC)**

The Doctor of Philosophy degree in Engineering Science is awarded in recognition of demonstrated proficiency and high achievement. It is altogether a different type of educational endeavor than that of the Baccalaureate or even Master's programs. The Ph.D. cannot be gained merely by diligent application to a prescribed course of study over a period of years, nor can it be awarded for miscellaneous study. After adequate fundamental preparation the student must complete a searching and authoritative investigation of a special area of the field of his/her choice, culminating in a written dissertation covering that investigation. The dissertation must demonstrate that the student possesses considerable power of original thought, talent for research and ability to organize and present his findings.

**Entrance Requirements**

1. An undergraduate degree in engineering or the sciences with a minimum GPR of 3.0 in junior-senior work in the major area of concentration.
2. A minimum GRE score of 1000 (verbal and quantitative)
3. Applicants who do not hold a bachelor's degree from an ECPD accredited program may be required to show proficiency in areas of the undergraduate Engineering Sciences designated by the department or departments associated with the applicant's research area. An area of concentration is defined as a coherent group of engineering studies but not necessarily located within a single department.

**Program Requirements**

1. An adviser or an advisory committee will be appointed by the chairman of the appropriate department or program for each
student during the first quarter of registration at the University of South Florida. This adviser or committee will assist in determining the student's area of research interest and to initially delineate preliminary course assignments. At the earliest possible date a supervisory committee is appointed which will serve as the dissertation committee. It prepares the student's program and has full responsibility for preparing (or having prepared under its supervision) the individual's qualifying examination. The supervisory committee consists of a minimum of five members, one external to the College of Engineering. A majority of the committee will be from the College of Engineering with at least two or more departments represented from the college.

2. A total of 135 quarter hours minimum beyond the baccalaureate degree (including dissertation requirement) is required with a minimum of 40 hours in an engineering area of concentration. The 40 hours may not necessarily be course work of the same department but must focus directly upon the area of concentration and at least 30 hours must be at the 6000 level. A minimum of 12 hours of mathematics or mathematics and statistics is required. Engineering mathematics may be approved by the committee if appropriate. In addition, a minimum of 12 hours of course work as defined by the committee outside the major area of concentration is also required. This may include natural sciences, earth sciences, social sciences, additional statistics, or approved support in other areas of engineering. Further requirements may be imposed by the candidate's committee. At least 12 hours of course work must be taken outside the major department, if there is a major department.

3. A reading knowledge of two foreign languages. Competence in a computer language may be substituted for one of these when approved by the supervisory committee.

4. All prospective candidates must pass both parts of a Ph.D. qualifying examination: a general area of mathematics and a prescribed area of Engineering Science concentration. This examination must be taken after the student has completed appropriate studies usually equivalent to one year's course work. Students entering with Master's degrees must take this examination before the end of the first year after admission to the program.

5. A written and oral examination devised and administered by the dissertation committee will be taken by each Ph.D. student toward the end of his or her course work. Completion of this requirement admits the student to candidacy.

6. The defense of dissertation will be in accordance with the University's general rules and regulations.

7. The minimum residency requirement may be satisfied by completing at the University of South Florida beyond the Master’s degree or equivalent the following: (1) 36 quarter hours in one calendar year or (2) 45 quarter hours in no more than 6 quarters within a period of 3 calendar years. Any graduate work counted toward the fulfillment of the requirement of the Ph.D. degree after admission to candidacy must be accomplished within a 7-year calendar period.

8. Throughout the student's program of study, independent learning will be emphasized. For the first time in the participant's career, in most cases, the student will be responsible for mastering a new domain of knowledge without the aid of organized lectures and textbooks. The principal information source will be the current literature. Such experience is necessary preparation for a meaningful career in engineering and other fields where the participants face the requirement of keeping pace with a large, ever-changing body of knowledge.

9. The student must carry out an investigation of such quality that he/she can either make an independent, or original contribution to the knowledge in his/her field, or a new and better interpretation of facts already known. The requirement of uniqueness means that the dissertation research will provide an important creative experience for the student. Successful completion of this experience makes the Ph.D. program a valuable career preparation for every aspect of the engineering profession. As the final stage of the student's program, he/she must prepare a written dissertation covering the research. Students in the Ph.D. program must take an appropriate number of Doctoral Dissertation credits but not less than 30 quarter hours; the exact number is determined by department and/or individual requirements.

10. An all college advanced graduate advisory committee reports to the Dean of the College of Engineering. This committee receives copies of all programs arranged for the students by their advisory committees as well as copies of qualifying examinations and examinations for admission to candidacy. This committee provides recommendations to the Dean, department heads, and advisory committees relative to programs, procedures and examinations.

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 led 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>Subject 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><strong>Total</strong></td>
<td><strong>180</strong></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
Electronics 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 pursuit of studies in this field 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

Director of Engineering Technology
College of Engineering
University of South Florida
Tampa, Florida 33620

Other Requirements
The following supplemental requirements listed on page 96 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 also requires a minimum average of 2.0 or "C" for all engineering course work of 3000 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
These courses marked SC are specifically designed for the non-engineering student.

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. These courses do not require a mathematics preparation beyond high school level.

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.

Students in engineering, the physical sciences, and mathematics should consult the college's departmental course offerings for suitable computer courses.
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 and Tampa Bay communities.

The College offers degree programs in the departments of Art, Dance, Music, and Theatre, and conducts a program of cultural events.

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; literature, music theory and studio courses in music for these programs are offered by the College of Fine Arts (see programs under the College of Education).

Fine Arts Events Program

The college recognizes the importance of maintaining an arts filled environment as an essential ingredient in the process of teaching the Arts, both for students within the college itself and for the community at large. 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 college does indeed provide for the arts student numerous opportunities to develop greater awareness of the many and various options to be pursued, and, for the whole community, both campus and civic, a program that enriches the lives of everyone.

These programs are administered by a unit of the college designated as Fine Arts Events. The Fine Arts Events staff provides a pool of professional expertise, which is a resource to the academic programs of the various departments in the college as well as providing an intellectual and creative stimulus through the program of events.

The remarkable extent, the wide diversity, and the superlative quality of its programs reflects the desire of a major university and its College of Fine Arts to use available resources for the broadest possible educational and cultural advantages.

BACCALAUREATE LEVEL DEGREE PROGRAMS

Programs Leading to the Baccalaureate Degree

The College of Fine Arts has programs leading to the Bachelor of Arts degree in the following fields:

- Art
- Dance
- Music
- Theatre

Admission to the College

A freshman student may elect to enter the College of Fine Arts as a major in one of the four departments as early as his initial entry into the University. At that time, the new freshman should file a Declaration of Major or Change of Curriculum Code form indicating the choice of degree program within the College of Fine Arts. However, any continuing student in the University in good standing, upon acceptance by the department, can apply to change from another major to a major in the College of Fine Arts. The student desiring to make this change must initiate a Change of Major form in the college of the present major and transfer his/her current academic records to the College of Fine Arts' advising office.

Transfer students and students from other units within USF with previous college or university fine arts course credits (art, dance, music, theatre) must have such credits evaluated by meeting

Only a partial listing of individual artists and performing groups of outstanding caliber includes: John Cage; The Guarneri String Quartet; Lazar Berman; The New York Pro-Musica; Elizabeth Schwartzkopf; Alvin Ailey; Alwin Nikolais; Robert Rauschenberg; James Rosenquist.

More extensive lists of professional artists and performing organizations appear in this catalog 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.

SYCOM

The SYStems COMplex for the Studio and Performing Arts exists to provide essential instructional services and state-of-the-art reproducing, mixing, editing, and electronic sound generating and processing equipment (digital and analog) for development and implementation of explorative research and creative activity by artists, scientists, and students (generally enrolled in related classes) at USF.

The facilities in SYCOM include a 16-channel quad-mixing and recording unit and an array of 8-track, 4-track, and 2-track recorders with peripheral real-time recording equipment. Digital-to-analog and analog-to-digital converters interface a PDP 11/10 computer with various voltage controlled devices, including two Moog-10 synthesizers, one EMU modular synthesizer system, and a custom designed polyphonic digital sequencer constructed around a Z-80 microprocessor. An IBM Systems 370/165 computer, the central processing unit of the campus, offers the most extensive and advanced potential in digital sound synthesis research and computer assisted music composition; its four megabytes of monolithic memory and 2400 megabytes of disc storage are accessed via a Music 360 sound synthesis program. The Systems Research Lab maintains the facilities in SYCOM and provides a vital communications link between recent innovations in electronic technology and the potential for these advancements as artistic applications.

Written proposals for individual or group projects to be sponsored or subsidized by SYCOM and/or extramural granting agencies should be submitted for consideration to the director of SYCOM. The subsequent results of project activities will be exhibited in the form of public lectures, performances, reports, publications, or large theatrical events and special workshops, such as Sound Gallery, the Event/Complex Series, Art-Tech Workshop, and the new music/media festival, INTERMUSE.
the appropriate portfolio or audition requirements when seeking 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 appointments for advising, since these must take place prior to course scheduling and registration. Further, students are required to provide copies of their transcripts showing all previous college or university course work for 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. It maintains the records of all major students in the College (art, dance, music, theatre) and provides ongoing academic advising, referral services and assistance to all present and potential students. Academic advisers are provided for each of the departments in the College. For information and appointments call or write to the Coordinator of Advising, College of Fine Arts.

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 requirements and in their selection of courses by the appropriate Graduate Adviser.

Any student in the University, regardless of major, may enroll in courses offered by the College of Fine Arts when prerequisites are met and space is available. Where applicable, these courses may be used to satisfy elective or General Distribution Requirements.

In all cases, the responsibility for meeting all graduation requirements rests entirely upon the student.

Graduation Requirements

Requirements for the B.A. Degree in the College of Fine Arts with majors in Art, Dance, Music and Theatre.

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. The University requirements are presented on page 36 of the Catalog, but are briefly summarized here along with college and departmental requirements:

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 3000 or above.
2. General Distribution Requirements: 60 credits of the student’s 180 credit hour degree requirement may be satisfied by (1) completing the University’s General Distribution Requirement as explained on page 35 of this catalog.
   (2) completing the A.A. degree from a Florida Junior or Community College (90 quarter transfer hours will be accepted with the A.A. degree) and (3) completing the general education requirements from another state university.
   General education courses transferred from other accredited institutions will be evaluated based on USF General Distribution equivalencies. 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.
3. Special Fine Arts College Requirement: All majors in the College of Fine Arts must take at least 9 hours in one or more of the other departments of the College.
4. Departmental Requirements: Art Requirements: Completion of a minimum of 63 hours in the major, 35 hours of Free Electives (of which 28 hours in art may apply), and 13 hours of non-major credits distributed at the discretion of the Art Department.
   Dance Requirements: Completion of a minimum of 63 hours in the major, 35 hours of Free Electives (of which 28 hours in dance may apply), and 13 hours of non-major
5. To be eligible for graduation, a student must earn 45 of the last 90 hours of credits 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 be applied toward graduation from the University must have prior approval from the appropriate department and the College.

Waiver for credit of up to 18 credit hours in the major or Fine Arts College requirements is possible by demonstration of competence. Review is by faculty committee. Specific questions concerning program requirements for the B.A. degrees in the College, or other related problems, should be directed to the Coordinator of Advising, College of Fine Arts, University of South Florida 33620.

The responsibility for seeing that all graduation requirements are met rests with the student.

Courses for General Distribution Requirements:

Courses in the College of Fine Arts in the departments of Art, Dance, Music and Theatre fall within Area II of the University’s General Distribution Requirements. (See page 35 of the University Catalog for a complete description of General Distribution Requirements and special policies for 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 Direct 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 Chairperson. 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 only possible by consent of instructor (CI), consent of chairperson (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.

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. Please see page 32 for more details concerning the University’s “I” grade policy.
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. Credits earned by a non-major student with an "S" 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 Free Elective category (with the exception of music).
3. Although Fine Arts major students may take course work in their major as Free Electives, they are not entitled to the S/U grading option for these courses taken in their major subject area, even when specifically used or intended to be used as Free Electives.
4. 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).
5. 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.

MASTER’S LEVEL DEGREE PROGRAMS

The College of Fine Arts offers two master’s level degree programs, the Master of Fine Arts (M.F.A.) in the Art department and the Master of Music (M.M.) in the Music department. The general University admissions requirements for graduate degree-seeking students and the regulations of the University governing graduate study are described beginning on page 46 in this catalog. The general University application procedures are explained on page 13. When all of the information required for general acceptability into the University is received in the Graduate Admissions Office, the information gathered by the office will be forwarded to the appropriate department in the College of Fine Arts where final processing occurs.

ART (ART)

Departmental Requirements for the B.A. Degree

The art curriculum is designed to develop the student’s conscious-ness 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 Art program allows many possible courses of study, most art major students will select one area 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 majors must receive a grade of “C” or better in all art courses.

Transfer credit will be accepted on the basis of portfolio and transcript evaluation.

For additional requirements see page 104 for Graduation Requirements, College of Fine Arts.

The requirements for the bachelor’s degree in Art Education are listed under the College of Education.

Art Studio Concentration (63 quarter hour minimum)

1. Visual Concepts I, II, and III and Introduction to Art, 16 credit hours.
2. Minimum of 12 credit hours of 3000 level studio courses (exclusive of Technique Seminars).
3. Minimum of 12 credit hours of 4000 and/or 5000 level studio courses exclusive of Technique Seminars. With rare exceptions, these should be in one area and repeated only once.
4. Minimum of 12 credit hours in Idea Seminars and/or art history courses.
5. Art Senior Seminar, 3 credit hours.
6. Eight credit hours of additional art courses (which may include Technique Seminars).

Art History Concentration (63 quarter hours minimum)

1. Visual Concepts I, II, III and Introduction to Art, 16 credit hours.
2. Minimum of 20 credit hours of 4000 level art history courses including Twentieth Century art history.
3. Seminar in the History of Art History, 4 credit hours.
4. A minimum of 14 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. Six 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 strongly recommended. In lieu of some considerable direct living experience with another language, it is suggested that a minimum of two years or equivalent of college-level study of a language be undertaken.

Please see page 32 for more details concerning the University’s S/U Grading Policy.

Dean’s List Honors

See Academic Policies and Procedures, Programs and Services, page 34.

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 possible for a student to pursue such a program of study in the College by utilizing Free Electives allowed in the major. A student may also choose a Double Undergraduate Major in two departments within the College of Fine Arts as a means of interdisciplinary study. See the major adviser in the programs of particular interest.

Minors Program

The College of Fine Arts offers Minors Programs in Art, Dance, Music and Theatre. The requirements for these programs are located under the departmental academic program descriptions. For University Minor Policy, consult page 37 of this Bulletin.

PROGRAMS AND CURRICULA