1968

General Catalog 1968, Correspondence

Utah State University

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Correspondence Study Catalog
TO REGISTER FOR CORRESPONDENCE COURSES
PLEASE SEE APPLICATION FORM
IN BACK OF CATALOG
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UTAH STATE UNIVERSITY

Founded in Logan in 1888

Utah State University is a member of the American Land-Grant Association of Colleges and State Universities. An institution of higher learning, it provides technical, scientific, and professional training. It is an agency offering scores of refresher short courses to thousands of Utahns daily. The University and all of its 50 departments are fully accredited.

Utah State University includes the following:

Eight Resident Colleges
Snow College at Ephraim, Utah
A School of Graduate Studies
Research Programs
  Division of University Research
  Utah Agricultural Experiment Station
  Engineering Experiment Station
  Utah Water Research Laboratory
  Several Affiliated Research Organizations
Extension Services
  Cooperative Extension Service
  Extension Class Division
  Correspondence Study Division
  Conferences and Institutes Division

Extension Education Services

Utah State University is one of approximately one hundred members of the National University Extension Association, which aims to protect the quality of credits earned through extension teaching. Member institutions are encouraged to enforce regulations designed to assure competent instruction and interchange of credits among colleges and universities.

Through its Extension Services, Utah State University brings to your community a liberal program of educational offerings for individuals who cannot come to the campus for organized course work. This program includes off-campus resident classes organized in selected centers, correspondence courses, educational conferences and institutes, and a number of other services.
With the approval of the USU Graduate School, Extension courses meet partial requirements for the Master’s degree. All instructors in Extension courses are either members of the USU faculty officially assigned to specific teaching projects or are professional personnel carefully selected by the department heads and approved by the dean concerned and the University Administration.

The degrees and certificates granted at USU are as follows:

Two-Year Programs: Associate in Arts, Associate in Science, Certificate of Completion.

Four-Year Programs: Bachelor of Science, Bachelor of Arts, Bachelor of Fine Arts.

Five-Year or More Programs: Civil Engineer, Irrigation Engineer, Master of Forestry, Master of Education, Master of Science, Master of Arts, Master of Fine Arts, Master of Business Administration, Master of Industrial Education, Doctor of Education, Doctor of Philosophy.

You and Correspondence Study

This catalog lists a wide variety of correspondence courses offered for credit through Correspondence Study which provides an unusual opportunity for professional upgrading, self-improvement, and a widening of cultural interests and accomplishments.

Correspondence Study is not a substitute for, nor is it easier than, resident courses. But it does offer you a number of advantages. It motivates personal growth; it develops initiative, self-reliance, independence of thought and expression; and it permits you to progress at your own pace at home or wherever you may be. You may register and start work any time.

Correspondence Study Course Offerings

Correspondence Study instruction involves the teaching of a subject by means of a syllabus, textbooks, reference books, supplementary material, and suggestions from the instructor. Various courses in many departments are readily adapted for correspondence procedure. These courses are similar to campus resident courses in the content, amount and quality of work required, and in the amount of credit allowed. The wide selection is designed to help you meet requirements for high school or college graduation, to obtain or renew your certificate, or to meet the other interests or needs listed above.

The course outlines, suggested helps, and assignments are prepared by heads of departments or by duly authorized faculty members. The written assignments are reviewed, evaluated with comments, and graded by qualified University faculty members. After all assignments have been submitted and graded, you are given a final examination in the Correspondence Study Office or in a designated center by a qualified official. In no case will college or college entrance credit be given unless
all requirements of the course and of the instructor are met and a properly super­
vised final examination is taken.

Correspondence students are subject to the same regulations regarding honesty in
their work assignments and examinations as are resident students of the University.

A certificate of completion for any course will be issued to students upon request.

Who May Register

Admission to Utah State University is not required for enrollment in Correspond­
dence Study courses, and registration may take place at any time during the year.
An applicant must be 19 years of age or a high school graduate. Those under 19
years of age who do not have a high school diploma or its equivalent must obtain the
recommendation of their high school principal. (See section entitled “High School
Students.”)

Suspended Students. Courses for credit may be taken by students suspended from
their regular university program only by petition to and favorable action by the
Admissions Committee of their university. A copy of the approval signed by the
proper person must be presented at the time of enrollment.

For Resident Students. If a resident student of USU has failed a course, only in
exceptional cases may this course be repeated by Correspondence Study. Before an
enrollment may be accepted under these circumstances, a statement of approval must
be presented to the Correspondence Study office. This must be signed by the head
of the department in which the course is taught, by the student’s adviser, and by
the dean of the college concerned. A copy should also be filed with the Office of
Admissions and Records.

A student enrolled in resident classes on campus must obtain the approval of
the dean of his college and his adviser before Correspondence Study registration can
be accepted. A form for this purpose is available at the Correspondence Study
Division Office.

Making Specific Plans

It is the general responsibility of the applicant to choose courses that are appro­
priate for his objectives and background, although various sources of guidance and
counseling are suggested. If you need information in making specific plans, consult
one or more of the following sources:

(a) For entrance to USU and transfer of credits from other institutions, consult
USU Office of Admissions and Records.

(b) For credit toward a teacher’s certificate, consult the Dean of Admissions
and Records, College of Education, USU, your local school superintendent,
or the State Department of Public Instruction.
For information on group or lower division requirements, request a general catalog from the Director of Public Services and Information, USU.

If you have questions which are not answered by this catalog, write to the Correspondence Study Division, USU Extension Services, Utah State University.

If you wish to have your credits evaluated for graduation or for teacher certification, please make this request directly to the dean of the college from which you expect to graduate.

If you are working toward a degree at USU, consult your adviser before selecting a Correspondence Study course.

If you are of high school age but have not received a high school diploma but wish to earn credit for graduation, obtain the advice and permission of your high school principal before enrolling in a correspondence course.

Credit

Credit per course is established by the University Curriculum Committee and may not be altered in any way for an individual student. It is equivalent to that earned in residence. Course outlines are prepared by faculty members in the department concerned. Courses listed in this bulletin correspond to the resident courses listed in USU’s general catalog. Courses numbered up to 99 are lower division (freshman and sophomore); courses from 100 to 199 are upper division (junior and senior).

Credit by Quarter Hours. USU measures credit in quarter hours (there being four quarters in the academic year). Three quarter hours equal two semester hours, four quarter hours equal two and two-thirds semester hours, and five quarter hours equal three and one-third semester hours, etc.

Total Credits Earned. Not more than one quarter hour of credit may be earned per week in Correspondence Study. A total of 45 Correspondence Study credits may be used toward fulfilling the requirements for a Bachelor’s degree. This is approximately one-fourth of the 186 credits needed for graduation from USU.

No Credit for Graduate Study. Credit earned through Correspondence Study does not count toward a Master’s or Doctor’s degree.

Transferring Credit. Colleges and universities vary in regard to the amount of Correspondence Study work they will accept toward a degree. If you want to earn credit through Correspondence Study, before entering or transferring to the college or university of your choice, you should know the policies of the institution you plan to attend regarding credit for Correspondence Study to make sure that you are qualified to meet the admission requirements of that particular institution.

Non-Academic Work. If you do not wish academic credit for your work in a particular course, you need not meet the usual entrance requirements nor take the final examination. However, if you wish to receive credit and a grade for the course, you must meet the entrance requirements and take a final examination plus any other examinations required by the instructor.
Transcripts of Credits. When you complete a course, credits and grade earned are filed with the Office of Admissions and Records for recording, and a certified copy of this credit is sent to you by the Dean of Admissions and Records. It is not necessary for you to request a copy. However, requests for official transcripts of all credits earned should be sent to the Dean of Admissions and Records. There is no charge for the first transcript. For additional transcripts, when ordered singly, the charge is $1. If two or more copies are ordered at one time, after the free copy is issued, the charge is $1 for the first and 25c for each additional copy. Check or money order must accompany request. Do not send stamps.

Credit Deadlines. A student desiring credit by any specific date should so inform the Correspondence Study Division Office at the time of registration. Students are solely responsible for seeing that all assignments are submitted and the final examination completed at least three weeks before the date credit is needed.

Graduation Deadline. A USU senior who plans to apply Correspondence Study credit toward graduation must have his course work completed and the final examination taken by May 1, so that assignments and examination may be evaluated and credit established in the Admissions and Records Office two weeks prior to the date of graduation. **It is the sole responsibility of the senior to see that all work is completed before May 1.** Neither the Correspondence Study Division Office nor the instructor can assume responsibility for work submitted in violation of this requirement.

Credit Evaluation. The Correspondence Study Division Office cannot assume the responsibility for evaluation of credit or for determining credit requirements for any individual student.

Teacher Certification and Recertification

Correspondence students working toward teacher certification who wish to be recommended by USU for a Teacher Certificate must apply for and be admitted to the Teacher Education Program. This application should be submitted prior to the time the student enrolls in professional education courses.

Only upper division credit will meet the requirements for teacher recertification. If you are in doubt about the courses needed, consult the Dean of the College of Education on the campus, your city or county superintendent, or the Director of Certification, State Department of Public Instruction.

Neither the Director nor staff members of the Correspondence Study Division is authorized to interpret requirements for individual students enrolled in Correspondence Study.

Registration Procedure

**Please Read Carefully**

Fill out and submit the application form following page 60 in this catalog. It is important that this form be filled out completely; incomplete information may delay
your registration and official grade recording. This form should be accompanied by
the exact amount of the registration fee listed under the course description. When
your fee and completed registration form have been received, the course syllabus
with accompanying instructions will be mailed to you as soon as possible. For further
information on books, see section entitled "Books and Supplies."

Course Registration Limit. You may not be registered for more than ten credits
at once. It is preferable that only one course be taken at a time.

Resident Students. A student enrolled in resident classes on campus must
obtain the approval of the dean of his college and his adviser before Correspondence
Study registration can be accepted. A form for this purpose is available at the
Correspondence Study Division Office.

Registration Fee. The enrollment fee for any USU Correspondence Study course
is $10 per credit. The entire fee must accompany the Application for Registration.
The cost of the textbook is not included in this fee. Application for registration can
be found in this catalog.

High School Fees. The enrollment fee for a high school course is $26 for one
unit of credit and $18 for one-half unit of credit. (See section entitled "High School.)

Postage. You pay the postage on all assignments sent to the Correspondence
Study Division. The Correspondence Study Division pays all the postage on assign­
ments returned to you. If you wish your lessons returned by airmail, please add an
additional $3 to your registration fee and indicate that it is to be used for this
purpose.

Refunds. A refund of registration fees will be made if no more than three
months have elapsed since the date of registration and if no assignments have been
submitted. When a refund is made, $5 will be retained by the Correspondence Study
Division to cover the cost of handling the registration.

Transfers. By paying a fee of $2, an enrollee may transfer to a different course
from the one in which he originally registered, if no assignments have been submitted
and if he makes the transfer before the end of a six-month period. The expiration
date remains the same as in the original registration. Registrations are not transfer­
able to another person. A student may transfer only once per registration.

Completion

Time Restrictions. You may enroll for a Correspondence Study course any time
during the year. You are allowed one year from the date of registration to complete
the course. No final examination may be scheduled less than four weeks from the
date the first assignment is received by this office.

Extension. Two extensions of three months each may be granted upon request.
The request for this additional time must be made before the expiration date of the
course. A fee of $1.50 is charged for each extension of time.

Withdrawal. You will be automatically withdrawn one year from the date of
registration if you have not completed the course or requested an extension of time.
If a student is withdrawn from the active files because he has not completed his work before the expiration date, he must pay the full registration fees before being reinstated in the course. Credit cannot be given for any lessons completed under the first registration.

Assignments

Submitting Assignments. To benefit most from a course, you should prepare the first assignment and send it to the Correspondence Study Division for correction and criticism by the instructor. After it has been returned to you with corrections, you may then proceed with the preparation of additional assignments.

No more than five assignments should be submitted during one week unless special permission has been given. When you comply with these suggestions, the instructor has an opportunity to thoroughly read and evaluate the assignments, make suggestions, and return them to you in a reasonable length of time.

The date of receipt of your assignments by the Correspondence Study Office is stamped on each paper and the paper is sent immediately to the instructor. After the papers are graded, the grades are recorded in the Correspondence Study Division Office and papers are returned to the student. Two weeks should be allowed for the correcting of these assignments.

All assignments should be written in ink or typewritten and numbered in the upper right hand corner. A cover sheet (sent with course outline material) must be folded around each individual assignment.

While there are no objections to students working together, the assignments must be the sole work of the student submitting them. Assignments which have been copied from other students will be given an F grade.

In some instances, there may be a delay in the returning of the assignments because of unforeseen circumstances. Students must assume the risk of unavoidable delays in mailing and grading and return of lessons caused by unforeseen events.

The correcting of Correspondence lessons submitted during the summer vacation may be delayed because of time involved in forwarding papers to those instructors absent from the campus. If it is necessary for a student to complete a course by a certain date, he should allow extra time during the summer months.

Proper Address. All assignments should be sent directly to the Correspondence Study Office and in no case to the instructor. The complete address for submitting assignments is as follows:

Correspondence Study Division
Extension Services
Utah State University
Logan, Utah 84321
Return Address. Full identification, name and address should be written on each assignment. Each assignment should be folded separately and should be labeled on the outside of its cover sheet with the following information:

- Name
- Mailing Address
- Course Title, Department Number
- Assignment Number

Failure to follow these instructions may result in a delay in the return of your assignments.

Incomplete Assignments. If you are temporarily unable to find certain information required for an assignment, do not submit it; continue with the next assignment and write to the Correspondence Study Division concerning your difficulty. All such requests will be referred to the instructor for suggestions.

Examinations

To receive credit for any Correspondence Study course, you must take a supervised final examination plus any other examinations that might be requested by the instructor. If you do not live in Logan and are unable to come to the Correspondence Study Division Office to take the final examination, please send the name and address of one of the following who is willing to administer the examination: a college dean, superintendent, principal, county agent, or USAFI educational director. Do not include this person's name and address in one of your folded assignments. Fill out the form in your course outline or make a formal request. Cache Valley residents and students attending USU must take the examinations for Correspondence Study courses at the Correspondence Study Office. No final examination may be scheduled less than four weeks from the date the first assignment is received by this office.

Examination papers are not returned to you. However, you can learn the grade you received by requesting this information from the Correspondence Study Division. Any expense incurred in arrangements for the test must be borne by you. The Correspondence Study Division reserves the right to give major consideration to the examination in determining the final grade. Grades given by instructors on each assignment are final.

No credit will be given if the examination shows evidence of not having been administered according to the regulations sent to the examiner.

Grading System

Grading Papers. Each assignment is graded by a qualified instructor from the department concerned. Your final grade for the course is also determined by the instructor.
Grading System Used

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage Equivalent</th>
<th>Grade Point Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>80-89</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>60-69</td>
<td>1</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal</td>
<td>0</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
<td>0</td>
</tr>
</tbody>
</table>

All Correspondence Study courses yield grade points.

Books and Supplies

Required Textbooks. Please order textbooks by letter from the USU Bookstore. All correspondence concerning books should be sent directly to the University Bookstore. The book order should be accompanied by the amount of money listed (under each course description) as the price of the book, plus the postage listed. Make check or money order payable to the “University Bookstore.” Do not send book orders or money for books to the Correspondence Study Office.

Resident students should purchase books from the Correspondence Study Section of the University Bookstore.

Price Variation. Prices listed for textbooks are subject to change without notice. Delays may occur in filling orders for books temporarily out of stock.

Supplies. If you desire, additional supplies may be purchased directly from the University Bookstore, and all orders for such should be sent directly to it.

Library Privileges

The nature of Correspondence Study courses makes extensive use of books and related library materials of major importance. You are urged to establish a good working relationship with a local public school library or other library. If such facilities are not available, you are invited to direct your requests to the USU Library. Your request should be addressed to:

Circulation Department
Utah State University Library
Logan, Utah

Requests should include as much of the following information as possible:

Author
Title
Publisher
Date of publication
Servicemen Eligible for Correspondence Study (USAFI)

United States Armed Forces Institute. As a serviceman you register with the Education and Information Office at your installation. Your commanding officer should be able to tell you where you may contact the Education Officer.

The Education Officer will take care of registration procedures. The cost of reading assignments is paid by the Federal Government. The Education Officer will inform you of the fee for the course you desire to take, and this amount is paid to him. He will send the application and fee to the Armed Forces Institute office in Madison, Wisconsin, for processing. It will then be sent to our office for the completion of registration. You will then receive the course syllabus, textbook, and instructions for taking the course. Subsequent correspondence should be directed to the Correspondence Study office, USU, Logan.

Time Limit. You have two years in which to complete a course. You will be withdrawn if your course is not completed within this period, or if you allow one year to elapse without submitting a lesson.

Your name, address, course title, and assignment number should be written legibly on the outside of each assignment.

Additional information may be obtained by writing to United States Armed Forces Institute, Madison, Wisconsin, 53703, or by writing or calling the Correspondence Study Office, Utah State University Extension Services, Logan.

Changes Between Catalogs

Conditions beyond the control of the Director of Correspondence Study occasionally necessitate certain changes between catalog publications. It may become necessary to revise a course, changing either or both the number of assignments or the required textbook. If it becomes necessary to delete any course entirely, the student will be so advised at the time of application and may, at his option, receive a substitute course or a full refund. Students already registered in courses being deleted will be allowed to finish.

High School Students

Utah State University offers high school correspondence courses but does not grant high school diplomas. To receive credit toward graduation from a local high school, you should first ask the principal which of the courses you will need and then obtain his written permission for you to proceed. This permission may be enclosed with your application or may be mailed directly to the University Correspondence Study Division. High School students who have demonstrated superior ability may, with the written approval of their principal, enroll in selected introductory college credit courses. (See “High School Courses.”)
UNIVERSITY COURSES

Accounting

(See also Business Administration and Office Administration)

1, 2, 3 INTRODUCTORY ACCOUNTING 3 Credits each
Basic principles in the recording, summarizing, and interpretation of the financial facts of business. Proficiency in technique will be sought through solution of problems and practice sets. Some attention will be given manufacturing, retail method, and payroll accounting in addition to usual material.
Fee $30 each
Cannon

If a student transfers from Correspondence Study to residence courses (or vice versa) in Accounting #1, 2, 3, it is his responsibility to become thoroughly familiar with the accounting procedures as they are presented in the different textbook.

Accounting 1 15 Assignments
Material: Working Papers, Chapters 1-14, Price $1.80, Postage 15c. (Plain paper or analysis pads may be used instead.)

Accounting 2 15 Assignments
Material: Working Papers, Chapters 1-14, Price $1.80, Postage 15c. Working Papers, Chapters 15-28, Price $1.80, Postage 15c. (Plain paper or analysis pads may be used instead.)

Accounting 3 15 Assignments
Material: Working Papers, Chapters 15-28, Price $1.80, Postage 15c. (Plain paper or analysis pads may be used instead.)

111 INDUSTRIAL COST ACCOUNTING 5 Credits
The purpose of this course is to instill in the student an understanding of the nature of Cost Accounting. Particular attention is directed to the internal development and use of cost data for analysis, planning, and control within the firm. Prerequisite: A year of elementary accounting.
Fee $50 25 Assignments
Staff
Agricultural Economics
(See also Economics)

53 PRINCIPLES OF AGRICULTURAL ECONOMICS 5 Credits
An introductory course in basic principles of economics with emphasis on those principles which are of particular importance in the fields of agriculture and forestry.
Fee $50 25 Assignments Morrison

102 INTERMEDIATE FARM AND RANCH MANAGEMENT 3 Credits
Principles and practices associated with the successful operation of farms. Emphasis is on the economic principles underlying production.
Fee $30 15 Assignments Morrison

105 AGRICULTURAL CREDIT 3 Credits
Agricultural credit with regard to requirements, facilities, instruments, and methods of financing agriculture. Special attention will be given to the agencies authorized by the Federal Government to provide financial credit to farmers and farmers' organizations. Prerequisite: Agricultural Economics 53 or equivalent.
Fee $30 15 Assignments Morrison

163 INTERMEDIATE AGRICULTURAL MARKETING 3 Credits
Principles and function of marketing and their application to the marketing of agricultural products.
Fee $30 15 Assignments Anderson

Agricultural Education
(See also Education)

133 4-H CLUB LEADERSHIP 3 Credits
Graduates of high school who serve as volunteer 4-H Club leaders in Utah and complete requirements as outlined below may receive college credit in the department of Correspondence Study.
Applicants must fulfill the following requirements:
1. Receive training at one or more state or district 4-H leader training schools and at one or more county 4-H leader training schools for a specific leadership job such as a project leader, an organization leader, a community supervisor or other key leader.

2. Successfully carry out assigned leadership responsibilities with 4-H members and with other adult 4-H leaders.

3. Complete a reading assignment pertaining to special leadership responsibilities.

4. File a report and make application for credit on special forms available through the County Extension Agent’s office.

Fee $15

EXTENSION METHODS

For prospective University Extension workers, public school adult educators and administrators, professional adult educators in libraries, government agencies, business and industry, etc. The course covers history, philosophy, objectives, program development, and implementation of Extension education.

Fee $30


IRRIGATION PRACTICE

This course is primarily for agriculture students. Principles and practices underlying efficient and economic use of water in irrigation. Water measurement. No lab. Prerequisite: Math 34 or equivalent.

Fee $40


Agronomy

(See Plant Science and Soils)
Animal Science

10 FEEDS AND FEEDING  5 Credits
A study of the different nutrients and their utilization by farm animals, factors affecting value of feeds, comparative value of feeds, balancing of rations, and the practical feeding of beef cattle, sheep, swine, and horses.
Fee $50

110 BEEF PRODUCTION  3 Credits
Factors involved in economical production of beef cattle, including organization of the enterprise, breeds of cattle, selection of breeding stock, production of maximum calf crop, handling and feeding animals of different ages on the range and in the feed lot, and marketing of surplus stock. **Prerequisite:** Animal Science I or equivalent.
Fee $30

120 SWINE PRODUCTION  3 Credits
Systems of production with emphasis on those suited to western conditions, breeds of swine, the management and feeding of the breeding herd and feeding for market. **Prerequisite:** Animal Science I or equivalent.
Fee $30

125 SHEEP PRODUCTION  3 Credits
Both range and farm sheep with emphasis on range production. Includes methods and production of lambs and wool, grading and marketing practices, feeding and studies of the breeds and their adaptation to the different husbandry practices. **Prerequisite:** Animal Science I or equivalent.
Fee $30

Art

1 EXPLORING ART  3 Credits
Aims to increase enjoyment of living through the sense of sight. Develops understanding of basic principles underlying the visible forms of art in everyday life.
Fee $30
8 **BASIC DRAWING**  
3 Credits  
To aid the student in acquiring the habit of looking, seeing, analyzing, and expressing his perceptions in a concise, graphic form and to familiarize him with the vocabulary of the artist as he acquires a fresh, personal direction in drawing.  
Fee $30  
15 Assignments  

35, 36, 37 **ART HISTORY**  
3 Credits each  
General survey of the contributions of each major art movement. Course 35 is devoted to the whole field of architecture. Course 36 is devoted to sculpture and the minor arts. Course 37 is devoted to the history of painting. Each course has approximately 15 assignments. Three credits each. The textbook listed below is used in all three courses. Any course may be taken first. They do not need to be taken in numerical order.  
Fee $30 each  
15 Assignments each  

41 **FUNDAMENTALS OF INTERIOR DESIGN**  
5 Credits  
A study of basic elements, principles, and goals of interior design and their application to problems of home planning. Students in the Cache Valley area cannot register for this course.  
Fee $50  
25 Assignments  

**Bacteriology**  
(See also Public Health)

10 **ELEMENTARY BACTERIOLOGY**  
5 Credits  
The biology, morphology, physiology, and significance of microorganisms; basic concepts governing the bacteriology of water, sewage, milk, food sanitation, and communicable diseases. Helps to fill biological science groups.  
Fee $50  
25 Assignments  

**Biology**

1 **PRINCIPLES OF BIOLOGY**  
5 Credits  
Basic principles of life as illustrated in plants and animals, with emphasis on concepts of fundamental importance, including organization of living things,
energy relationships, growth, relation to environment, kinds of living things, reproduction, development, inheritance, and evolution.

Fee $50 24 Assignments Linford


Business Administration
(See also Office Administration)

143 BUSINESS COMMUNICATIONS 3 Credits
Fundamental principles of effective business writing with emphasis on the business letter and the business report. All assignments must be typewritten.
Fee $30 15 Assignments Stoddard


151 PRINCIPLES OF MARKETING 5 Credits
Aims to describe, analyze, and evaluate our present marketing system. Provides basic tools and background for understanding marketing principles.
Fee $50 25 Assignments James


Casebook: Anderson and Cateora, Marketing Insights (Appleton, Century, Crofts, 1963), Price $3.95, Postage 20c.

Business Education

185 MANAGING PERSONAL FINANCES 5 Credits
Designed to aid in meeting the growing complexity of personal finances; how to avoid financial entanglements, installment buying, borrowing money, owning or renting a home, investing and speculation in securities, everyday legal problems dealing with illness, death, and personal taxes.
Fee $50 19 Assignments Wood

Dairy Science
(See also Animal Science)

110 DAIRY PRODUCTION  5 Credits
A review of dairy farming. Breeds of dairy cattle; principles of breeding and 
artificial insemination; selection of herd sires and individual cows; calf feeding 
and raising; growth and development of dairy heifers; care and management 
of the milking herd, including feeding, housing, disease control, and factors 
affecting the quantity and quality of milk produced.
Fee  $50      20 Assignments
Textbook: Davis, Modern Dairy Cattle Management (Prentice-Hall, Inc., 
1962), Price $6.95, Postage 20c.

Economics
(See also Agricultural Economics)

51 GENERAL ECONOMICS  5 Credits
A course for the general college student regardless of the field of specialization. 
Emphasis is on an understanding of principles and institutions that underlie 
the operations of the economic system.
Fee  $50      25 Assignments
Textbook: Samuelson, Economics, An Introductory Analysis (McGraw-Hill, 
Seventh Edition), Price $8.95, Postage 20c.
Workbook: Study Guide and Workbook to accompany Samuelson: Robinson, 
Economics (Seventh Edition), Price $2.95, Postage 10c.

52 ECONOMIC PROBLEMS  5 Credits
Continuation of Economics 51. The emphasis in this second course is on the 
economics of a competitive market; commodity markets and factor markets are 
analyzed.
Fee  $50      22 Assignments
Textbook: Samuelson, Economics, An Introductory Analysis (McGraw-Hill, 
Seventh Edition), Price $8.95, Postage 20c.

150 COMPARATIVE ECONOMIC SYSTEMS  3 Credits
A study of the types of economic systems in capitalist, socialist, and communist 
countries; of the theories upon which they are based, and the alternative 
methods of organizing economic development.
Fee  $30      15 Assignments
Textbook: Loucks, Comparative Economic Systems (Harper and Row, Pub- 
lishers, Seventh Edition), Price $9.50, Postage 20c.
170 ECONOMIC HISTORY OF THE UNITED STATES 5 Credits
Development of agriculture, industry, labor, transportation, and finance in the United States from colonial times to the present.
Fee $50 25 Assignments
Arrington

180 ECONOMIC DEVELOPMENT 3 Credits
Theories and principles of economic development, characteristics and problems of underdeveloped and developing countries, alternative techniques and policies for the promotion of growth and development.
Fee $30 15 Assignments
Arrington

Educational Administration

150 THE AMERICAN SCHOOL SYSTEM 3 Credits
Fundamental principles of operating public schools with emphasis on Utah conditions.
Fee $30 16 Assignments
Hansen

153 SOCIAL FOUNDATIONS OF EDUCATION 3 Credits
A study of the transitional nature of our times and the need for an improved education of all the people, adults as well as children, of our nation. This is an introductory study of the political, economic, social, psychological, and philosophical bases of our culture upon which our schools must necessarily rest.
Fee $30 15 Assignments
Hansen

154 HISTORY OF EDUCATION 3 Credits
A study of major educational movements from early Greek to the present with emphasis on purposes, organization, instructional procedures, curriculum, etc., and their bearing on today's education.
Fee $30 15 Assignments
Hansen
### Elementary Education

**100 PRINCIPLES OF ELEMENTARY EDUCATION**  
4 Credits  
An introduction to the American elementary school, with the objective of helping the student beginning his professional education curriculum to gain an understanding of the children whom the school serves, the goals the school strives for, its achievements and place in our educational system, and the people who direct its functions.

Fee $40  
20 Assignments  

**107 TEACHING OF READING**  
3 Credits  
Deals with learning to read as one aspect of child growth and development, and the place of reading in the modern school curriculum, particularly with respect to objectives, methods, and remedial reading procedures.

Fee $30  
15 Assignments  

**108 SOCIAL STUDIES IN THE ELEMENTARY SCHOOLS**  
3 Credits  
Social responsibilities and opportunities of children and youth in the present world. The part that should be played by the school and the teacher in helping boys and girls to meet these problems will be studied. This will deal with both content and methods in social studies for the public schools.

Fee $30  
18 Assignments  

**112 MATHEMATICS IN THE ELEMENTARY SCHOOL**  
3 Credits  
An introductory course to the content and instructional methods of contemporary elementary school mathematics. The nature and causes of several trends which have occurred in elementary school mathematics will be discussed as an introduction to the topics of sets, whole numbers, factoring, rational numbers, number sentences, and geometry. This course is of a survey nature and does not presume any prior study in “Modern Mathematics,” nor in college level mathematics courses.

Fee $30  
17 Assignments  
1, 2, 3 BASIC COMMUNICATIONS *  
Writing and reading; fundamentals in sentence and paragraph structure; drills and tests for accuracy in spelling, punctuation, and grammar; practice in outlining and organizing material; comprehension of the printed page; vocabulary exercises; study of principles of speaking and listening.

English 2 — special emphasis is placed on research paper writing.

English 3 — the primary stress is on reading and evaluating selected works of literature.

* It is recommended that anyone working toward a college degree or without at least one year of college experience not register for any of this sequence of courses.

Fee $30 each

Sorensen

English 1 and 2  
15 Assignments each


English 3  
15 Assignments


4 ELEMENTS OF GRAMMAR  
An extensive review of elementary grammar with emphasis upon practical application.

Fee $30  
15 Assignments

Smith


5 VOCABULARY  
A study of word formation and derivation as a means of understanding scientific terms and of increasing vocabulary.

Fee $30  
15 Assignments

Smith


12A PRACTICE IN COMPOSITION  
For students who wish additional training in writing beyond that given in Basic Communication or Freshman Composition. This course is intended for the
student who wants training in the fundamentals of clear, forceful writing. It is also recommended to those who have had difficulties with the written assignments in Basic Communication. In addition to emphasizing accuracy in vocabulary and strict observance of the conventions of English usage and mechanics, it will place particular stress on methods of paragraph development, maintenance of a sustained point of view, and the development of logical structure of the whole composition by means of outlining.

Fee $20 10 Assignments


33 READINGS IN SHORT STORY 3 Credits
A study in modern short story forms and techniques. About one hundred stories will be read.

Fee $30 15 Assignments

Textbook: Thurston (editor), Reading Modern Short Stories (Scott, Foresman and Company, 1955), Price $3.50, Postage 15c.

37 READINGS IN THE NOVEL 3 Credits
Introduces the reader to representative British and American novels of the nineteenth and twentieth centuries.

Fee $30 15 Assignments

Textbooks: Austen, Pride and Prejudice (Riverside Editions, B-1), Price 95c, Postage 10c.
Dickens, Great Expectations (Holt, Rinehart, and Winston, Inc.), Price $1.25, Postage 10c.
Fitzgerald, The Great Gatsby (Scribner SL-1), Price $1.25, Postage 10c.
Hardy, Tess of the D'Urbervilles (Riverside Editions B-47), Price $1.05, Postage 10c.
Hemingway, A Farewell to Arms (Scribner SL-61), Price $1.65, Postage 10c.
James, The Portrait of a Lady (Riverside Editions A-7), Price $1.15, Postage 10c.
McCullers, The Heart is a Lonely Hunter (Bantam Books SC 102), Price 75c, Postage 10c.
Warren, All the King's Men (Bantam Books Se202), Price 75c, Postage 10c.
Wolfe, Look Homeward, Angel (Scribner SL-9), Price $1.95, Postage 10c.

40 WORLD LITERATURE BEFORE 1650 5 Credits
An introduction to world masterpieces in translation. From ancient times
through the English Renaissance. Includes Oriental, Greek, Hebrew, and European writings.

Fee $50 25 Assignments Nielsen


41 WORLD LITERATURE FROM 1660 TO THE PRESENT 5 Credits
Introduction to the literature of neo-classic, romantic, and contemporary writers, European (in translation), English and American.

Fee $50 24 Assignments Nielsen


43 READINGS IN MYTHOLOGY 3 Credits
A course designed both as an introduction to the myths of ancient Greece and Rome and as a study of the role of myths in the culture of man.

Fee $30 15 Assignments Stock


50 AMERICAN LITERATURE SURVEY 5 Credits
Chronological study of major American authors from the Colonial Period to the present day.

Fee $50 25 Assignments Smith


58 MODERN AMERICAN LITERATURE 3 Credits
This is an elementary course in the literature written in America since 1900. It aims at a comparative sampling of the best poetry, novels, short stories, and essays of this period.

Fee $30 15 Assignments Hunsaker


60 ENGLISH LITERATURE, EARLY PERIOD 5 Credits
A survey of English literature from the old English period through the eighteenth century.

Fee $50 25 Assignments Crockett

61 ENGLISH LITERATURE, LATE PERIOD
A survey of English literature from the Romantic Movement to the present.
Fee $50

104 GRAMMAR
An intensive study of grammar, especially useful for teachers.
Fee $30

112 ADVANCED EXPOSITORY WRITING
Concerned with theory, examples, and practice of general expository writing. Emphasizes organization, paragraph development, diction, and revision.
Fee $30

117a CREATIVE WRITING
Practice in the writing of short stories.
Fee $30

117b CREATIVE WRITING
Practice in the writing of essays.
Fee $30

117c CREATIVE WRITING
Practice in the writing of poetry.
Fee $30
Nielsen, To Find the Poem (Utah State University, 1966), Price $1.90, Postage 15c.

122 CHILDREN’S LITERATURE
Prose and poetry through the elementary level. Helpful to teachers and parents. Must have access to children’s library for reference books.
Fee $30
123 LITERATURE FOR ADOLESCENTS
Prose and poetry through the secondary level. Helpful to teachers and parents.
Fee $30 15 Assignments
No text: students will make use of literature and texts under present adoption in school, and of material generally available in libraries.

Mortensen

137 ENGLISH NOVEL
Introduces the reader to great English novels of the eighteenth and nineteenth centuries.
Fee $30 15 Assignments
Textbooks: Austen, **Emma** (Riverside Editions, B-17), Price $1.10, Postage 10c.
Bronte, **Wuthering Heights** (Riverside Editions, B-2), Price $1.15, Postage 10c.
Defoe, **Moll Flanders** (Riverside Editions, B-31), Price $1.15, Postage 10c.
Dickens, **David Copperfield** (Riverside Editions, B-24), Price $1.65, Postage 10c.
Eliot, **Middlemarch** (Riverside Editions, B-6), Price $1.60, Postage 10c.
Fielding, **Joseph Andrew and Shamela** (Riverside Editions, B-53), Price $1.25, Postage 10c.
Hardy, **Jude the Obscure** (Dolphin Books, C22), Price 95c, Postage 10c.
Richardson, **Pamela** (Norton, N166), Price $1.45, Postage 10c.
Trollope, **Barchester Towers** (Holt, Rinehart and Winston, Inc.), Price $1.95, Postage 10c.

Ricks

140 GREEK LITERATURE
A survey of Greek poetic, dramatic, philosophic, and historical writings from Homer to Aristotle. All readings will be in English translation.
Fee $50 25 Assignments
Textbooks: Howe, Harrer, and Epps, **Greek Literature in Translation** (Harper and Brothers, Publishers, Revised Edition), Price $8.50, Postage 15c.
Hadas, **History of Greek Literature** (Columbia Univ. Press, 1950, paperback edition), Price $1.95, Postage 15c.

Stock
141 ROMAN LITERATURE
5 Credits
A survey of Latin poetic, dramatic, philosophic and historical writings from Plautus and Terence to Saint Augustine. All readings will be in English translations.
Fee $50
25 Assignments
Stock
Grant, Roman Literature (Penguin Books, Pelican Series), Price 95c, Postage 10c.

149 COMPARATIVE LITERATURE
3 Credits
The nineteenth century literature in France and Russia. Emphasis will be placed upon the novels of Hugo, Balzac, Flaubert, Sand, Dumas, Zola, Maupassant, Gogol, Dostoyevski, Turgenev, Tolstoi.
Fee $30
14 Assignments
Textbooks may be found in most libraries or in paperback editions.

150 AMERICAN POETRY
3 Credits
A study of the main currents of American poetry from early seventeenth century Puritan beginnings to the present, with some concern given to each writer’s relation to major philosophical influences of his age.
Fee $30
15 Assignments

151 AMERICAN FICTION
3 Credits
Nineteenth and early twentieth century fiction writers.
Fee $30
15 Assignments
Textbooks: Cooper, Last of the Mohicans (Washington Square Press), Price 45c, Postage 10c.
Hawthorne, The House of the Seven Gables (Holt, Rinehart, and Winston, Inc., 89), Price $1.50, Postage 10c.
Melville, Moby Dick (Houghton Mifflin Company), Price $1.25, Postage 15c.
Norris, The Octopus (Bantam Books), Price 75c, Postage 15c.
Steinbeck, *The Grapes of Wrath* (Compass C33), Price $1.95, Postage 19c.

Stegner and Stegner (editors), *Great American Short Stories* (Dell Publishing Company, Inc., 1957), Price 75c, Postage 10c.

Twain, *Huckleberry Finn* (Holt, Rinehart and Winston), Price 95c, Postage 15c.

**152 AMERICAN DRAMA**

Historical treatment of American drama; extensive reading of representative plays.

Fee $30

15 Assignments

Smith


Cerf and Cartmel (editors), *Sixteen Famous American Plays* (The Modern Library, 1941), Price $3.95, Postage 15c.


Miller, *Death of a Salesman* (Viking Press, 1949), Price $1.25, Postage 15c.

**163 SHAKESPEARE, Comedies and History Plays**

An introduction to the study of Shakespeare; fourteen plays are covered, eight of which are comedies.

Fee $50

25 Assignments

Patrick


**164 SHAKESPEARE, The Tragedies**

A continuation of the study of Shakespeare, with emphasis on the great tragedies of his later development. Though English 163 is a desirable prerequisite, 164 may be taken first, or separately. Twelve plays are covered.

Fee $50

25 Assignments

Patrick


**166 MEDIEVAL ENGLISH LITERATURE**

A study (in modern English translation) of the literature from the ninth through the fifteenth centuries (Chaucer excepted).

Fee $50

25 Assignments

Ricks

Textbooks: Donaldson trans., *Beowulf* (Norton), Price $1.75, Postage 10c.

Kennedy, trans., *An Anthology of Old English Poetry* (Oxford University Press), Price 95c, Postage 10c.

Rose (editor), *The Wakefield Mystery Plays* (Doubleday Co. A371), Price $1.95, Postage 10c.

Zesmer, *Guide to English Literature: From Beowulf through Chaucer and Medieval Drama* (Barnes and Noble COS 53), Price $2.50, Postage 10c.

### 168 READINGS IN WORLD DRAMA, Aeschylus to Ibsen 5 Credits

Emphasis is on Classic Greek and English Elizabethan, with samplings of Oriental and of European Medieval, seventeenth, eighteenth, and nineteenth century drama.

Fee $50 25 Assignments


### 169 READINGS IN WORLD DRAMA, Ibsen to the Present 5 Credits

Various movements in modern drama beginning with the rise of realism in France and Norway, continuing with a sampling of the reactions to realism, and concluding with general surveys of twentieth century drama in England, Ireland, and the United States.

Fee $50 25 Assignments


### 171 THE ENGLISH RENAISSANCE 5 Credits

A study of English poetry and prose of the sixteenth century.

Fee $50 25 Assignments


### 180 RESTORATION AND EIGHTEENTH CENTURY 5 Credits

An intensive survey of the important works of the major English poets and prose writers from 1660 to 1798.

Fee $50 25 Assignments


190 **THE ROMANTIC PERIOD**

A brief consideration of pre-Romantic English literature; a study of the literature from 1798 to 1832, with emphasis on poetry.

Fee $50 25 Assignments


191 **THE VICTORIAN PERIOD**

A comprehensive review of the literary influences and personalities of the period with emphasis on the chief poets and prose masters of the age.

Fee $50 25 Assignments


**Entomology**

8 **INSECTS AFFECTING MAN**

A study of the insects in their relation to man, agriculture, livestock and various products. The most effective ways of controlling them are considered.

Fee $40 20 Assignments


21 **SOCIAL LIFE OF HONEY BEES (Beekeeping)**

Factors in the social development and communication among bees are considered. The elements of biology and practical management of beekeeping are also considered.

Fee $20 10 Assignments

Textbook: Grout (editor), *The Hive and the Honey Bee* (Dadant and Sons, Revised Edition), Price $5.75, Postage 15c.

**Food — Nutrition**

22 **PRINCIPLES OF NUTRITION**

The relation of food to health: factors influencing nutritive requirements; problems applicable to individual interests.

Fee $30 10 Assignments

Forest Science

110 PRINCIPLES OF CONSERVATION 3 Credits
An introduction to conservation problems designed to acquaint one with the nature and extent of the renewable resources of the United States and the methods of wisely using them. Open to all students except those registered in the College of Natural Resources.
Fee $30 17 Assignments
Textbooks: Dasmann, Environmental Conservation (John Wiley & Sons, Inc.), Price $6.50, Postage 20c.
Storer, The Web of Life (The New American Library Inc.), Price 60c, Postage 10c.

137 RECREATIONAL USE OF WILDLAND 3 Credits
Consideration of the factors responsible for recreational use, legislative programs, philosophical concepts, and descriptions of recreation agencies involved in wildland recreation management.
Fee $30 15 Assignments
Textbooks: Brockman, Recreational Use of Wild Lands (McGraw-Hill), Price $9.95, Postage 20c.
Outdoor Recreation Resources Review Commission, Outdoor Recreation for America (Government Printing Office), Price $2, Postage 20c.

Geography
(See also History and Political Science)

5, 6, 7 GENERAL GEOGRAPHY 3 Credits each
Europe, Afro-Asia, the Americas. A survey of general geography with emphasis upon the social and cultural viewpoint. The influence of geography on domestic and international problems; cultural, ethnic, and linguistic background; boundaries, population trends; national, economic, and governmental systems as they may reflect governmental problems.
Fee $30 each

5. Europe 15 Assignments

6. Afro-Asia 15 Assignments
7. Americas 16 Assignments


100 TEACHING OF GEOGRAPHY 3 Credits

A course designed to assist the teacher in developing an understanding of dynamic functional geography. Also stressed are the skills and abilities involved in reading and interpreting such geographic tools as maps, pictures, the local landscape, graphs, and statistics.

Fee $30 15 Assignments


Hartshorne, Perspective on the Nature of Geography (Rand McNally & Co.), Price $5, Postage 15c.


Geology

31 PHYSICAL SCIENCE 3 Credits

Elements of Geology designed to help the non-science major interpret and appreciate the world around him. Helps fill the exact science group requirement.

Fee $30 15 Assignments

Olsen


Reference: Pearl, Geology (Barnes and Noble, Third Edition, College Outline Series No. 13), Price $1.75, Postage 10c.

Health Education

(See also Physical and Recreation Education)

135 SAFETY EDUCATION 3 Credits

Emphasis on (a) the need for safety education in the modern world; (b) the role of the school in a program of safety; (c) methods and materials for teaching discussion and readings, stressing various aspects of safety.

Fee $30 15 Assignments

Mendini

Textbooks: Recht (editor), Accident Facts (National Safety Council, Current Edition), Price $1.70, Postage 10c.

History
(See also Political Science and Geography)

20 AMERICAN CIVILIZATION 5 Credits
A survey of American history from the colonial period to the present.
Fee $50 25 Assignments

127 NINETEENTH CENTURY EUROPE 3 Credits
Traces the development of the major European states from the times of the French Revolution to the opening of the First World War in 1914. The Near-Eastern question, European imperialism in Africa and Asia, and the diplomatic background of the Great War furnish the background without which events since 1918 cannot be understood.
Fee $30 15 Assignments

128 TWENTIETH CENTURY WORLD 3 Credits
The broad historical movements of the twentieth century are developed with emphasis concentrated on the period since World War I. While European development receives major consideration, attention is given to the Orient and to the Americas, particularly the United States.
Fee $30 16 Assignments

138 HISTORY OF RUSSIA TO 1917 3 Credits
From the earliest times to the Revolution.
Fee $30 15 Assignments
Textbook: Florinsky, Russia — A History and an Interpretation, 2 volumes (The Macmillan Company, 1947 and 1953), Price $7.50 each volume, Postage 40c.

139 HISTORY OF THE SOVIET UNION 3 Credits
From the Revolution to the present day.
Fee $30 15 Assignments
Textbooks: Dmytryshyn, USSR — A Concise History, paperback (Charles Scribner's Sons, 1965), Price $5, Postage 20c.
Page, Russia in Revolution — Selected Readings in Russian Domestic History Since 1855, paperback (D. Van Nostrand Company, 1965), Price $3.75, Postage 20c.
144 CIVIL WAR AND RECONSTRUCTION 3 Credits
A course in American history especially designed to examine the background and events leading up to the Civil War. The course includes a brief treatment of the war itself and the problems of readjustment and rebuilding in the post-war period.
Fee $30 17 Assignments

175 EAST ASIA TO 1800 3 Credits
Development of the civilizations of East Asia — China, Japan, Korea — from their origin to the 19th century.
Fee $30 15 Assignments
Textbooks: Reischauer and Fairbank, East Asia: The Great Tradition (Houghton-Mifflin Company, 1958), Price $8.95, Postage 30c.

176 EAST ASIA SINCE 1800 5 Credits
Emphasis on China and Japan in the 19th and 20th centuries.
Fee $50 25 Assignments

Horticulture
(See Plant Science)

Instructional Media — Library Science

50 USE OF LIBRARY AND LIBRARY MATERIALS 3 Credits
Principal reference tools in each field are studied. Emphasis is placed upon reference materials for elementary, secondary, and public libraries. Revisions will be made for students who do not have access to reference books called for.
Fee $30 15 Assignments
No textbook.

111 BOOK SELECTION 3 Credits
General principles of selection; specific criteria for books, magazines, and related material for school and private libraries. Use of standard selection aids and book reviewing publications.
Fee $30 15 Assignments
121 CATALOGING AND CLASSIFICATION 3 Credits
Fundamentals, methods, techniques, functions, and administrative organization of library cataloging and classification with emphasis on a thorough study of the Dewey Decimal Classification Scheme.
Fee $30 15 Assignments

132 ELEMENTARY SCHOOL LIBRARY ADMINISTRATION 3 Credits
Consideration is given to the administration and organization of elementary school libraries. The philosophy, scope of services, curriculum enrichment, special reference problems, and auxiliary programs are covered, with special attention given to student assistant programs and community relations. Children's services of public libraries are included.
Fee $30 15 Assignments

133 SECONDARY SCHOOL LIBRARY ADMINISTRATION 3 Credits
A study of practices in secondary school libraries and an introduction into organization of the several types of libraries and techniques of administration of libraries generally. The philosophy and scope of services, relationship to school curriculum, and library planning for secondary schools are stressed. The expanded services and the development of the Instructional Materials Center concept are given attention.
Fee $30 15 Assignments
Ralph and Wagener (Weinstock, editor), School Libraries: Facilities for Independent Study in Secondary Schools (Educational Facilities Laboratory, Inc., 1963), Price 60c, Postage 10c.

Landscape Architecture and Environmental Planning

3 ELEMENTS OF LAND PLANNING AND DESIGN 3 Credits
This course endeavors to acquaint the student with the landscape in his environment, as a practical approach to the pleasure that comes from appreciation
and understanding of subject. Emphasis is placed on design and arrangement of outdoor space as it relates to home living; however, public buildings and areas are discussed because of the interrelationship to each other and because all these areas are the concern of the landscape architect.

Fee $30  

## Mathematics

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Fee</th>
<th>Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>33</td>
<td>SOLID GEOMETRY</td>
<td>2</td>
<td>$20</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>The course is designed to develop one's space perception and space intuition. Applications receive greater emphasis than rigorous logical subject matter development. Prerequisite: Math 34 or equivalent.</td>
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<tr>
<td>34</td>
<td>INTRODUCTION TO COLLEGE ALGEBRA</td>
<td>3</td>
<td>$30</td>
<td>15</td>
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<td></td>
<td>For students who have completed one year of high school algebra and wish to study more mathematics. Covers the area between a first course in high school algebra and college algebra.</td>
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<tr>
<td>35</td>
<td>COLLEGE ALGEBRA</td>
<td>5</td>
<td>$50</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td>For students who have had at least one and one-half years of high school algebra or who have had Math 34. Required for all higher work in mathematics, physics, chemistry, biological science, business, and engineering. Prerequisite: Math 34 or equivalent.</td>
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<tr>
<td>44</td>
<td>PLANE TRIGONOMETRY</td>
<td>3</td>
<td>$30</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>The application of trigonometry to the solution of plane triangles is emphasized. The analytical aspect of trigonometry is also covered. Prerequisite: Math 35 or equivalent.</td>
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</tbody>
</table>
46 **PLANE TRIGONOMETRY** 5 Credits
This course emphasizes the analytical aspect of trigonometry. Solution of triangles and use of functions is fully covered. This course is a prerequisite to Analytical Geometry and Calculus. Prerequisite: Math 35 or equivalent.
Fee $50 25 Assignments

60 **MATHEMATICS OF FINANCE** 3 Credits
The study of the mathematics of business. The course studies interest, annuities, bonds, life insurance, debts, and installment buying. Some algebra necessary.
Fee $30 15 Assignments

101 **MATH CONCEPTS FOR ELEMENTARY TEACHERS** 5 Credits
Designed to acquaint the student with concepts that are found in modern mathematics programs. Students who have had Math 21 or 22 may not take this course.
Fee $50 25 Assignments

**Music**

1 **INTRODUCTION TO MUSIC** 3 Credits
A non-technical course designed to bring about a better understanding and enjoyment of music serving a wide range of musical styles and forms. The course is complete with taped listening exercises and examples.
Fee $30 15 Assignments
Tapes: Set of 24 to be rented from the Correspondence Study Division for $15. A refund of $10 will be made when tapes are returned in good condition.

**Office Administration**
(See also Business Administration)

41 **ELEMENTARY TYPEWRITING** 2 Credits
For students who have had no previous training in typewriting. Designed to develop a thorough knowledge of the keyboard and machine parts. Personal-use typing problems, centering, letter styles, tabulation, and some manuscript.
Fee $20 10 Assignments


175 OFFICE MANAGEMENT

Emphasis is placed on principles of office management, duties and responsibilities of the office manager, types of organization, methods of control, office arrangement and equipment, job analysis, selection, employment, and recruiting and training of personnel. Prerequisite: Bus. Adm. 20, Economics 51 and 52 or equivalent.

Fee $30

15 Assignments

Hanson


186 SECRETARIAL PROCEDURES

Office routines are studied with special emphasis on personality requirements and attitudes; processing of mail; postal and shipping services; dictation and transcription duties; duplicating procedures; use of telephone and telegraph; filing and receptionist duties.

Fee $30

15 Assignments

Hanson


Physical Education

(See also Health and Recreation Education)

80 NATURE AND FUNCTION OF PLAY AND RECREATION

The course includes an analysis of the basic principles underlying play and recreation. It aims to give the student background in the history and significance of the play and recreation movement and to guide him in planning and implementing a community program.

Fee $30

15 Assignments

Nelson

97 BODY DYNAMICS
The course is designed for people interested in improving physical efficiency. It deals with problems of fitness in terms of expenditures of energy to produce maximum results with minimum effort.
Fee $20 10 Assignments Nelson

Physiology

4 HUMAN PHYSIOLOGY
A study of the structure and functions of the human body for students who desire a survey of physiology. No student attending USU or working for a degree at USU may take this course from Correspondence Study without permission of the instructor.
Fee $50 25 Assignments Bahler

Plant Science

3 GENERAL FARM CROPS
An introduction to the art and science of field crop production. Crop environment, botany, improvement, tillage, fertilization, rotation, seeds and seeding, harvest, grading, and weed control will be covered. All cereal crops, forage crops and miscellaneous field crops will be considered in national and international scope.
Fee $30 15 Assignments McAllister

4 VEGETABLE PRODUCTION
In this course special emphasis will be placed on (a) types of vegetable production and factors underlying the industry; (b) location and plan of the home and the commercial garden; (c) garden soils, soil management, and garden fertility; (d) seeds and seed growing; (e) plant growing and plant growing structures; (f) harvesting, handling, and storage of vegetables. Varieties and cultural practices for individual crops will receive only brief attention.
Fee $30 13 Assignments Hamson
60 FRUIT PRODUCTION
Principles and practices underlying production of trees and small fruits. Varieties, soils, sites, fertilizers, culture, pest control, harvesting, storage, propagation and stocks.
Fee $30 15 Assignments

Political Science
(See also History and Geography)

10 AMERICAN NATIONAL GOVERNMENT
Designed to give a comprehensive knowledge of American governmental institutions. Special emphasis is on the actual operation rather than a study of the forms of government. A general survey of the national system is included.
Fee $50 25 Assignments

15 AMERICAN STATE AND LOCAL GOVERNMENT
The study of American State and Local Government will refer to the status of "provincial institutions" in the contemporary United States. It will call attention to the significant effect this area of governmental action has upon one's life. It will raise some questions and supply some sources where answers may be found about the structure and function of this level of government. It will stress problems that are peculiar to this level of government and give the proper role it should play in our political system.
Fee $30 15 Assignments
Emenhiser, Utah's Government (The National Press), Price $2.25, Postage 10c.

101 AMERICAN FOREIGN POLICY
The place of the United States in the family of nations as affected by our traditions, interests, and international affairs.
Fee $30 15 Assignments
151 INTRODUCTION TO PUBLIC ADMINISTRATION 3 Credits
Defines the subject matter of public administration and concentrates upon analyzing the problems of governmental administrative organization and management. It stresses the methods of securing responsible performance from the bureaucracy and calls attention to the expanding opportunities for employment in domestic and international public administration.
Fee $30 15 Assignments Hiibner
Ylvisaker, The Battle of Blue Earth Country, and Brazier, The Battle of Harrison County (University of Alabama Press, 1955), Price 50c, Postage 10c.

152 PUBLIC PERSONNEL ADMINISTRATION 3 Credits
Reviews the trends and techniques in recruiting and developing the public service, calling attention to the machinery established for the purpose. Pre-requisite: Political Science 151 or equivalent.
Fee $30 15 Assignments Hiibner

170 MAJOR GOVERNMENTS OF EUROPE 3 Credits
A comparative study of the various forms and kinds of governments that have developed in the modern world with primary attention directed toward Europe.
Fee $30 15 Assignments Anderson

173 SOVIET GOVERNMENT AND POLITICS 3 Credits
Political Science 173 is a course of instruction in the fundamental features of the government and politics of the Soviet Union. The course stresses the organization and operational aspects of both the formal government structure and the Communist Party and considers the political role of the army, the bureaucracy, youth organizations, and other groups.
Fee $30 15 Assignments Spoerry
Psychology

53 ELEMENTARY GENERAL PSYCHOLOGY 5 Credits
The fundamentals of human adjustments which contribute to (1) general cultural development, (2) self-understanding, and (3) understanding and controlling behavior in personal, school, and home life.
Fee $50 24 Assignments Sharp

106 EDUCATIONAL PSYCHOLOGY 3 Credits
A professional course for prospective teachers, intended to develop greater insight into conditions under which children learn. Prerequisite: Psychology 53 or equivalent.
Fee $30 15 Assignments Stone

123 PSYCHOLOGY OF THE EXCEPTIONAL CHILD 3 Credits
The development and behavior characteristics of exceptional children. The education, home management, social control, and psychological treatment suited to their needs. Groups included are the mentally handicapped, the exceptionally gifted, and children having serious personality and conduct problems.
Fee $30 15 Assignments Owens

Public Health
(See also Bacteriology)

15 PERSONAL HEALTH 2 Credits
Considers the health interests and the health needs of the average person. Does not help fill the biological science group requirement of this University.
Fee $20 15 Assignments Roberts

150 ENVIRONMENTAL SANITATION 4 Credits
Biological background and control of water, sewage, air, refuse, rodents; food-transmitted diseases, housing, camping, school sanitation.
Fee $40 20 Assignments Post
154 SCHOOL HEALTH PROGRAM 4 Credits
Meets health education requirements for teacher certification for both the elementary and secondary schools.
Fee $40 20 Assignments

Recreation Education
(See also Health and Physical Education)

124 SCOUTMASTER'S BASIC TRAINING EXPERIENCE 2 Credits
A study of the leadership, administration, and program of the patrol, troop, and the life of the boy. It is organized to show scoutmasters and other troop leaders how to guide boys into greater adventures and rich experiences which contribute to character, self-reliance, and citizenship. To help, guide, and inspire boy leaders to run their patrols and troops.
Fee $20 15 Assignments
Textbooks: Boy Scout Handbook (Boy Scouts of America, Sixth Edition), Price $1.00, Postage 10c.
Scout Master's Handbook (Boy Scouts of America, Fifth Edition), Price $1.25, Postage 10c.

Secondary Education

126 PRINCIPLES OF SECONDARY EDUCATION 3 Credits
The background and status of the American secondary schools. Problems concerning desirable objectives and functions are analyzed. An introduction to various type curricula and methods.
Fee $30 15 Assignments
Supplementary: Principles of Vocational Education, mimeographed, USU Bookstore, Price 40c, Postage 10c.

127 SECONDARY SCHOOL METHODS 3 Credits
This course is intended for beginning teachers. Topics considered are ways of learning to understand pupils, establishing and maintaining good discipline,
making lesson plans, choosing most effective methods, motivating pupils, evaluating pupil's work, etc.

Fee $30


128 **PRINCIPLES OF GUIDANCE**

A consideration of the basic principles and techniques used in an organized effective guidance service in our school system.

Fee $30


**Sociology**

*(See also Social Work)*

10 **RURAL SOCIOLOGY**

A study of rural people, their social relationships, groups, and ways of living. The changes taking place in rural society are considered. An attempt is made through some of the questions in the assignments to help students examine sociologically a rural area with which they are most familiar.

Fee $50


70 **INTRODUCTORY SOCIOLOGY**

Emphasis is placed upon extending the student's understanding of the social world about him, and how his social experiences in sociology are studied. Important areas in the field are briefly considered, such as institutions, public opinion, population, race, class, and deviant behavior.

Fee $50


154 **POPULATION PROBLEMS**

Emphasis is placed on population theories, growth and changing patterns of the significance of population growth and changes in today's living and planning for the future.

Fee $30

161 MODERN SOCIAL PROBLEMS 3 Credits
Major American social problems. Adjustment and instruments of changes as means of minimizing disorganization.
Fee $30 15 Assignments

171 JUVENILE DELINQUENCY 3 Credits
The nature and extent of juvenile delinquency. Theories of causation and methods of prevention of delinquency in children.
Fee $30 15 Assignments

174 CRIMINOLOGY 3 Credits
The extent and nature of crime, and various factors related to criminal behavior. Theories of crime causation, prevention and treatment.
Fee $30 15 Assignments

196 RACE RELATIONS 3 Credits
Explores the subject of race relations as they have existed and do now exist, both in this country and other parts of the world. Prejudice, discrimination, and those other sociological concepts which cause friction between differing ethnic groups are studied.
Fee $30 16 Assignments

Social Work
(See also Sociology)

170 CHILD WELFARE 3 Credits
Evolution and current developments in programs for meeting the special needs of children: substitute parental care and adoptions, provisions for the unmarried parents and their child and for the exceptional child of a minority or ethnic group, children’s protective services, child labor laws, etc.
Fee $30 15 Assignments
173 THE FIELD OF SOCIAL WORK 3 Credits
Social case-work, social group work, and community organization. Objectives, processes, and personnel work.
Fee $30 15 Assignments

175 INTRODUCTION TO FIELD WORK 2 Credits
Various agencies dealing with social work and related areas. Includes field trips. (Taken concurrently with Social Work 173). Students in rural areas unable to visit urban areas may have some difficulty in completing the course.
Fee $20 11 Assignments

Soils

56 INTRODUCTORY SOILS 4 Credits
Review of the entire field of soil study, designed as a foundation course for all students of agriculture. Prerequisite: Inorganic Chemistry or equivalent.
Fee $40 18 Assignments

Speech

123 TEACHING SPEECH 3 Credits
Methods and problems peculiar to the teaching of speech in the secondary school. Organization of courses and preparation of lesson plans are considered, as well as attention to textbook selections; use of audio-visual aids and other teaching materials.
Fee $30 15 Assignments

123A TEACHING SPEECH 3 Credits
Methods and problems peculiar to the teaching of speech in the elementary school. Organization of teaching materials and preparation of lesson plans are considered.
Fee $30 15 Assignments
Wildlife Resources

150 GENERAL WILDLIFE MANAGEMENT 5 Credits
Principles of animal ecology and wildlife management; life histories, economics, and management phases of important species of big game, upland game, waterfowl, and fish. No credit allowed Wildlife Management majors.
Fee $50 25 Assignments Kelker
Textbooks: Wing, The Practice of Wildlife Conservation (Science Eds.) Price $2.65, Postage 10c.
Sprunt and Zim, Game Birds: A Guide to the North American Species and Their Habitat (Golden Press), Price $1, Postage 15c.
Zim and Shoemaker, Fishes: A Guide to the Fresh and Salt Water Species (Golden Press), Price $1, Postage 15c.

154 GENERAL FISHERY BIOLOGY 5 Credits
The life history, taxonomy, biology, and identification of the more common North American fishes. The phylogeny of fossil and modern fish is discussed briefly. The biology discusses anatomy and physiology. Life histories are phulogenetic representatives of game and non-game fish. Present day management practices and principles are highlighted. (Credit toward graduation will not be allowed those majoring in fishery option.)
Fee $50 25 Assignments Sigler
Textbooks: Eddy, How to Know the Freshwater Fishes (Wm. C. Brown Co., 1957), Price $2.75, Postage 10c.

HIGH SCHOOL COURSES

It is important that the high school student discuss his situation and plans with a local high school authority before enrolling in a high school course for credit. (See section entitled "High School Students").

High School Biology

71 BIOLOGY 1 Unit
Designed to cover all major phases of biology. Plant and animal activities and
relationships, structure and functions of representative types, with special emphasis on the human individual, disease, heredity, and conservation.

Fee $26 24 Assignments


High School English

11a SOPHOMORE ENGLISH — GRAMMAR ½ Unit
A study of grammar, planned for tenth grade students and filling the high school requirements.

Fee $18 20 Assignments

Textbook: Warriner and Griffith, English Grammar and Composition, 10 (Harcourt, Brace, and World, 1963), Price $3.75, Postage 20c.

11b SOPHOMORE ENGLISH — LITERATURE ½ Unit
A study of literary selections planned for tenth grade students and filling high school requirements.

Fee $18 20 Assignments


12a JUNIOR ENGLISH — GRAMMAR ½ Unit
A study of grammar for eleventh grade and filling high school requirements.

Fee $18 20 Assignments


12b JUNIOR ENGLISH — LITERATURE ½ Unit
A study of American literature for eleventh grade students and filling high school requirements.

Fee $18 20 Assignments


13a **SENIOR ENGLISH — GRAMMAR**  
½ Unit  
A study for twelfth grade students and filling high school requirements.  
Fee $18  
20 Assignments  

13b **SENIOR ENGLISH — LITERATURE**  
½ Unit  
A study of English literature for twelfth grade students and filling high school requirements.  
Fee $18  
20 Assignments  

**High School Geography**

63 **GEOGRAPHY**  
1 Unit  
A high school course in the geography of the world, with special emphasis on the influence of geographical features on the political and economic development of various world areas.  
Fee $26  
24 Assignments  

**High School History**

64 **UNITED STATES HISTORY**  
1 Unit or ½ Unit  
A high school course in United States history from the earliest times to present.  
Fee $26  
25 Assignments  
Fee $18  
12 or 13 Assignments for ½ unit  

65 **WORLD HISTORY**  
1 Unit or ½ Unit  
Designed to give an over-all view of historical development up to recent times.  
Fee $26  
25 Assignments  
Fee $18  
12 Assignments for ½ unit  
High School Mathematics

41 Algebra
Given for those students who have had no algebra in high school. The completion of this course will substitute for a year of high school algebra.
Fee $26
23 Assignments
Textbook: Brown, Williams, and Montgomery, Algebra: First Course (Laidlaw Brothers, 1963), Price $4, Postage 20c.

42 PLANE GEOMETRY
For those students who have not had high school geometry. This course is based on a text-workbook adapted to individual study.
Fee $26
Assignments

43 SOLID GEOMETRY
Solid geometry is a very interesting study, if you can learn to visualize each geometric solid. Learn to draw figures in three dimensional perspective. When studying remember to master the use of every definition, postulate, and theorem. Success depends upon this idea.
Fee $18
10 Assignments

High School Social Science

61 AMERICAN GOVERNMENT
This course is designed to give the high school student a general view of our democracy at work. A study of the development of our Federal Government and its general functions is also included. (12 assignments for ½ unit.)
Fee $26
24 Assignments

62 AMERICAN PROBLEMS
This course is designed to furnish an understanding of some of the many local, national, and international problems facing the citizens of the United States. It also is designed to meet the Utah State requirements for one unit of Senior Social Studies for all high school graduates. (12 or 13 assignments for ½ unit.)
Fee $26
25 Assignments
CORRESPONDENCE STUDY CATALOG

CORRESPONDENCE STUDY FACULTY
FOR UNIVERSITY COURSES

Agricultural Economics

ANDERSON, ROICE H., PhD, Professor of Agricultural Economics.
BS, University of Wyoming, 1939; MS, University of Wyoming, 1941; PhD, Cornell University, 1943.

MORRISON, EARNEST M., MS, Professor of Agricultural Economics.
BS, Utah State University, 1937; MS, University of California, 1939.

Agricultural Education

KEARLEY, AMY R., MA, Associate Professor, Associate State 4-H Club Leader.
BS, Utah State University, 1933; MA, Columbia University, 1947.

MAUGHAN, WESLEY T., PhD, Associate Professor; Supervisor Training and Evaluation, Extension Services.
BS, Utah State University, 1951; MS, Utah State University, 1962; PhD, University of Wisconsin, 1964.

Agricultural Engineering

STRINGHAM, GLEN E., PhD, Associate Professor, Utah Water Research Laboratory.
BS, Utah State University; PhD, Colorado State University, 1966.

Animal Science

MATTHEWS, DOYLE J., PhD, Associate Professor of Animal Husbandry.
BS, Utah State University, 1950; MS, Utah State University, 1951; PhD, Kansas State University, 1959.

STEFFEN, HYRUM, MS, Associate Professor of Animal Husbandry.
BS, Utah State University, 1937; MS, University of Illinois, 1950.

Art

TINGEY, MABEL A., BS, Instructor of Fine Arts.
BS, Utah State University, 1924.

SMITH, JUDITH W., BA, Instructor of Interior Design.
BA, Utah State University, 1964.

Bacteriology

CARTER, PAUL B., PhD, Associate Professor of Bacteriology and Public Health.
BS, University of Utah, 1948; MS, University of Utah, 1950; PhD, University of Utah, 1955.
Biology

LINFORD, GENE H., MS, Associate Professor of Zoology.
BS, Utah State University, 1933; MS, University of Utah, 1935.

Business Administration

CANNON, NORMAN S., PhD, Professor of Accounting and Business Administration.
BS, University of Utah, 1938; MS, Columbia University, 1939; PhD, Columbia University, 1957; CPA, State of Utah, 1950.

JAMES, RAYMOND, MS, Professor of Business Administration.
BS, Utah State University, 1948; MS, New York University, 1952.

STODDARD, TED D., MS, Assistant Professor of Business and Business Administration.
BS, Brigham Young University, 1962; MS, Brigham Young University, 1963.

Business Education

WOOD, JERRY LEE, MEd, Assistant Professor of Business Education and Office Administration.
BS, Oregon State University; MEd, Oregon State University.

Dairy Science

PERKES, LAMON, BS, Research Assistant, Dairy Industry.
BS, Utah State University, 1954.

Economics

ANDERSON, THOMAS C., MA, Instructor in Economics.
BS, Utah State University, 1965; MA, Utah State University, 1966.

ARRINGTON, LEONARD J., PhD, Professor of Economics.
BA, University of Idaho, 1939; PhD, University of North Carolina, 1952.

MARSTON, GLEN F., MS, Assistant Professor of Economics.
BS, University of Utah, 1951; MS, University of Utah, 1953.

Education

BUDGE, PEARL S., MS, Assistant Professor of Secondary Education.
BS, Utah State University, 1927; MS, Utah State University, 1956.

HANSEN, BASIL C., EdD, Professor of Education.
BA, Brigham Young University, 1933; MA, Brigham Young University, 1933; EdD, Stanford University, 1947.

HUMPHREYS, L. R., BS, Professor Emeritus of Agricultural Education.
BS, Utah State University, 1912.

SHAW, EDITH S., MA, Associate Professor of Education.
BS, Utah State University, 1936; MA, Northwestern University, 1954.
MONSON, JAY A., MA, Instructor in Education.
BS, University of Utah, 1963; MA, Arizona State University, 1965.

WILLIAMS, JOHN R., MS, Assistant Professor of Education, Assistant to Dean of Students.
BS, Brigham Young University, 1947; MS, Brigham Young University, 1948.

English

BOOTH, THORNTON Y., PhD, Professor and Head, Department of English and Journalism.
AB, Brigham Young University, 1941; PhD, Stanford University, 1951.

CROCKETT, ZENNA BETH, MS, Instructor in English.
BS, Utah State University, 1949; MS, Utah State University, 1960.

HUNSAKER, KENNETH B., MS, Instructor in English.
BS, Utah State University, 1957; MS, Utah State University, 1959.

GARDNER, PATRICIA, MS, Instructor of English.
BS, Utah State University, 1961; MS, Utah State University, 1962.

MORTENSEN, J. LYNN, MS, Associate Professor of English.
BS, Utah State University, 1949; MS, Utah State University, 1950.

NELSEN, VENETA L., MS, Associate Professor of English.
BS, Utah State University, 1940; MS, Utah State University, 1950.

PATRICK, JOHN M., PhD, Associate Professor of English.
AB, Southwestern University, 1942; MA, Southwestern University, 1947; PhD, Georgetown University, 1956.

RICE, MOYLE Q., MA, Professor of English.
BS, Utah State University, 1936; MA, University of Nebraska, 1937.

RICKS, DON M., MA, Assistant Professor of English.
BA, University of Wyoming, 1959; MA, Northwestern University, 1963.

SKABELUND, DEAN O., MS, Assistant Professor of English.
BS, Utah State University; MS, Utah State University, 1959.

SMITH, HUBERT W., PhD, Professor of English.
BA, Park College, 1928; MS, Northwestern University, 1933; PhD, University of Pennsylvania, 1949.

SMITH, RON, MA, Instructor in English.

SORENSEN, ROBERTA, MS, Instructor in English.
BS, Utah State University, 1960; MS, Utah State University, 1963.

STOCK, REED C., MA, Assistant Professor of English.
BS, Utah State University, 1954; MA, Rutgers University, 1958.
Entomology
DAVIS, DONALD W., PhD, Associate Professor of Entomology.
BS, University of California, 1941; PhD, University of California, 1950.

NYE, WILLIAM P., MS, Research Entomologist, Apiculturist.
BS, Utah State University, 1940; MS, Utah State University, 1947.

Food — Nutrition
MERKLEY, MARGARET B., PhD, Instructor in Homemaking Education, Food and Nutrition.
BS, Utah State University, 1951; MS, Utah State University, 1952; PhD, Texas Women’s University, 1960.

Forest Science
HUNT, JOHN D., MSF, Assistant Professor of Forest Science and Extension Specialist.
BS, University of Idaho, 1959; MSF, University of Idaho, 1961.

JOHNSON, CARL M., MS, Assistant Professor of Forest Science.
BS, Utah State University, 1942; MS, Utah State University, 1963.

Geography
PETERSON, EDWIN L., PhD, ROTC Coordinator, Professor of Social Science.
BS, Utah State University, 1937; MS, Utah State University, 1941; PhD, Utah State University, 1957.

Geology
OLSEN, DONALD, PhD, Associate Professor of Geology.
BS, Utah State University, 1948; MS, University of Utah, 1951; PhD, University of Utah, 1960.

Health Education
MENDINI, ARTHUR H., MS, Assistant Professor of Health, Physical Education and Recreation.
BS, Utah State University, 1952; MS, Utah State University, 1959.

History
HUXFORD, GARY L., PhD, Assistant Professor of History.
BA, Brigham Young University, 1957; MA, University of Washington, 1959; PhD, University of Washington, 1963.

JOHNSON, LEO, MS, Principal, Logan Senior High School.
BS, Utah State University, 1939; MS, Utah State University, 1963.

SPOERRY, PHILLIP S., MA, Assistant Professor of History and Political Science.
BA, University of Washington, 1949; MA, University of Washington, 1952.
Instructional Media - Library Science

CHAPPELL, DICK LAMONT, MS, Assistant Professor of Library Science and Assistant Librarian.
BS, Utah State University, 1961; MSLS, University of Washington, 1962.

DRAGE, DIXIE, BA, Instructor in Library Science and Head Cataloger.
BA, Utah State University, 1964.

LOGAN, IDA-MARIE, MS, MALS, Associate Professor of Library Science, Science Librarian.

SORENSEN, JOHN MARK, Instructor in Library Science, Humanities Librarian.
BS, Utah State University, 1956; MS, Utah State University, 1961.

WOOD, R. KENT, MA, Assistant Professor and Head, Department of Library Science, Public Services Librarian.
BS, University of Utah, 1958; MA, University of Denver, 1961.

Landscape Architecture

BUDGE, VERN J., MLA, Instructor in Landscape Architecture and Environmental Planning.
BS, Utah State University, 1965; MLA, University of Illinois, 1967.

Mathematics

BRINGHURST, ANTOINE H., MS, Assistant Professor of Mathematics.
BS, Utah State University, 1963; MS, Utah State University, 1965.

Music

BURTON, WARREN L., MA, Assistant Professor of Music, Chairman, Elementary Education.
BS, Utah State University, 1962; MA, Utah State University, 1965.

Office Administration

HANSON, GARTH A., MS, Assistant Professor of Business Education and Office Administration.
BS and MS, Utah State University.

Physical Education

NELSON, DALE O., PhD, Associate Professor of Health, Physical Education and Recreation.
BS, Utah State University, 1942; MS, Utah State University, 1948; PhD, University of Southern California, 1957.

Physiology

BAHLER, THOMAS L., PhD, Professor of Zoology, Physiology.
BA, College of Wooster, 1943; PhD, University of Wisconsin, 1949.
Plant Science

ANDERSON, J. LAMAR, PhD, Assistant Professor of Plant Science.
BS, Utah State University, 1955; PhD, University of Wisconsin, 1961.

HAMSON, ALVIN R., PhD, Professor of Plant Science.
BS, Utah State University, 1948; PhD, Cornell University, 1952.

McALLISTER, DEVERE R., PhD, Professor of Plant Science.
BS, Utah State University, 1939; MS, Utah State University, 1948; PhD, Iowa State College, 1950.

Political Science

ANDERSON, WENDELL B., LLB, Associate Professor of Political Science.
BS, Utah State University, 1935; MS, Utah State University, 1940; LLB, George Washington University, 1941.

EMENHISER, JEDON A., PhD, Assistant Professor of Political Science.
BA, University of Redlands, 1955; PhD, University of Minnesota, 1962.

HARMON, M. JUDD, PhD, Professor and Head, Department of Political Science.
BS, Utah State University, 1949; MS, University of Wisconsin, 1950; PhD, University of Wisconsin, 1953.

HIIBNER, CALVIN W., MS, Instructor in Political Science.
BS, Utah State University, 1962; MS, Utah State University, 1965.

Psychology

OWENS, KAYE DON, EdD, Assistant Professor of Special Education.

SHARP, HEBER C., PhD, Professor of Psychology.
BS, University of Utah, 1944; MS, University of Utah, 1945; PhD, University of Utah, 1955.

STONE, DAVID R., PhD, Professor of Psychology.
BA, University of Utah, 1943; MA, University of Utah, 1943; PhD, University of Chicago, 1946.

Public Health

POST, FREDRICK J., PhD, Associate Professor of Bacteriology, Public Health.
BS, University of California, 1952; MS, 1953; PhD, Michigan State University, 1958.

ROBERTS, REED STEWART, MS, Assistant Professor of Bacteriology and Public Health.
BS, Utah State University, 1942; MS, Utah State University, 1948.
SMITH, WINSL0W WHITNEY, Professor and Head, Department of Bacteriology and Public Health.
BA, University of Utah, 1933; MA, University of Utah, 1936; PhD, University of Wisconsin, 1939.

Recreation Education
MENDINI, ARTHUR H., MS, Assistant Professor of Health, Physical Education and Recreation.
BS, Utah State University, 1952; MS, Utah State University, 1959.

Social Work
LEWIS, EVELYN HODGES, MA, Associate Professor of Sociology and Social Work.
BS, Utah State University, 1929; MA, University of Chicago, 1938.

Sociology
KIM, YUM, PhD, Assistant Professor of Sociology.
BA, Seoul National University, Seoul, Korea, 1958; MA, University of Pennsylvania, 1963; PhD, Australian National University, 1967.

PENNOCK, JOHN ALBERT, MS, Assistant Professor of Sociology.
BA, University of Utah, 1949; MS, University of Utah, 1951; Graduate Certificate of Social Work, University of Utah, 1950.

ROSCELLEY, R. WELLING, PhD, Professor and Head, Department of Sociology and Social Work.
BS, Utah State University, 1933; MS, Utah State University, 1933; PhD, University of Wisconsin, 1938.

Soils
MILLER, RAYMOND W., PhD, Associate Professor of Agronomy.
BS, University of Arizona, 1952; MS, University of Arizona, 1953; PhD, Washington State University, 1956.

Speech
THORNLEY, GWENDELLA, MS, Associate Professor of Speech.
BS, Utah State University, 1940; MS, Utah State University, 1947.

Wildlife Resources
KELKER, GEORGE HILLS, SCD, Professor of Wildlife Resources.
BA, Hiram College, 1928; BSF, University of Michigan, 1931; MSF, University of Michigan, 1932; SCD, University of Michigan, 1946.

SIGLER, WILLIAM F., PhD, Professor and Head, Department of Wildlife Resources.
BS, Iowa State College, 1940; MS, Iowa State College, 1941; PhD, Iowa State College.
CORRESPONDENCE STUDY FACULTY
FOR HIGH SCHOOL COURSES

Biology
LINFORD, GENE H., MS, Associate Professor of Zoology.
BS, Utah State University, 1933; MS, University of Utah, 1935.

English
STOCK, JANET C., MS, Instructor in English.
BS, Utah State University, 1959; MS, Utah State University, 1961.

Geography, History, Social Science
JOHNSON, LEO, MS, Principal, Logan Senior High School.
BS, Utah State University, 1939; MS, Utah State University, 1963.

Mathematics
BRINGHURST, ANTOINE H., MS, Assistant Professor of Mathematics.
BS, Utah State University, 1963; MS, Utah State University, 1965.
**Application for Enrollment**

- **NAME**
  - Last
  - First
  - Middle
  - Date

- **Address**
  - Zip
  - Where assignments are to be mailed

- **Permanent Address**
  - Zip

- **Married □ Single □ Citizen of what country □**

- **Birthday**
  - Male □ Female □

- **Name of high school last attended**

- **City and State**

- **Graduated from high school?**
  - yes □ no □ Date graduated

- **Are you at present under suspension from any institution for poor scholarship or any other reason?**
  - Have you failed this course? □ Have you enrolled under another name? □
  - If so, give name

- **If you need credit by a certain time, give date and reason**

- **Currently enrolled at USU?**
  - Res... Ext... Corres...

- **Previously enrolled at USU?**
  - Res... Ext... Corres...

- **Most recent quarter and year**

- **Are you working toward a degree at USU?**
  - yes □ no □

- **Are you working toward certification or recertification at USU?**
  - yes □ no □

- **Have you been approved for the Teacher Education Program?**
  - Date

- **Other colleges or universities attended**

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<th>DEPARTMENT</th>
<th>TITLE</th>
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<td>University Courses</td>
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- **High School Courses**
  - $26.00 per unit
  - Amount Enclosed $...

- **University Courses**
  - 18.00 per one-half unit
  - 10.00 per credit hour

- Graduate credit may not be earned through Correspondence Study.

- Order textbooks directly from the University Bookstore. Do not send for books to the Correspondence Study Division. Make all checks for exact amount of fee.

- I agree to abide by the regulations of the USU Correspondence Study Division Office as stated in the catalog.

- **Signature of Applicant**

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When writing to Utah State University concerning any of the following matters, please address letters as indicated:

**University Policy:** President Daryl Chase

**University Academic Matters:** Vice President M. R. Merrill

**University Business Matters:** Vice President Dee A. Broadbent

**University Research:** Vice President D. Wynne Thorne

**Requests for USU Literature, Programs, Speakers, Music, a Campus Tour or Use of Campus Facilities:**
- Director of Institutional Development, Emanuel A. Floor

**Admissions, or Transcripts of Credits:**
- Dean of Admissions and Records, L. Mark Neuberger

**Housing, Scholarships, Costs, or Student Affairs:**
- Dean of Students, Claude J. Burtenshaw

**Alumni Matters:**
- Executive Secretary, Alumni Association, J. Lyn Larson

**Requests for Films, Movies:**
- Audio Visual Aids Librarian, G. Leon Beutler

**Extension Class and Correspondence Study:**
- Associate Director, Lloyd A. Drury or Coordinator, Shirley Andreason

John J Stewart, Editor
Utah State University Publications