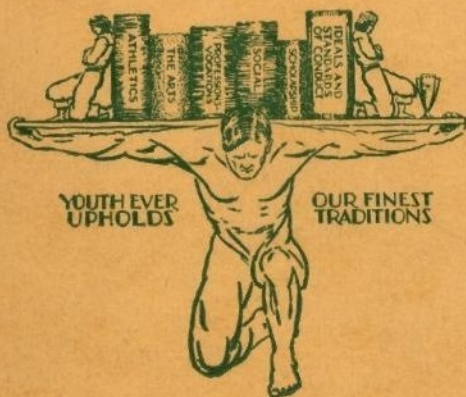


GLENDALE JUNIOR COLLEGE GLENDALE □ CALIFORNIA



ANNOUNCEMENT
OF COURSES FOR
1937-1938

GLENDALE
JUNIOR
COLLEGE

CATALOG AND
ANNOUNCEMENT
OF COURSES

1937-1938



GLENDALE, CALIFORNIA

Table of Contents

	Page
I. Administration	7
II. General Information	10
III. Grades and Scholarship.....	18
IV. Admission and Registration.....	20
V. Graduation Requirements.....	24
VI. Lower Division Requirements at Various Universities	25
VII. Semi-Professional Curricula	28
VIII. College and Professional Curricula.....	37
IX. Announcement of Courses.....	58
X. Index	99

CALENDAR 1937-1938

FALL SEMESTER

September	10.....	Psychological Examination 9:00 A. M.
September	11.....	Subject A Examination 9:00 A. M.
September	13.....	Registration of OLD Students
September	13.....	First Freshmen Forum 3:00 P. M.
September	14.....	Registration of NEW Students
September	14.....	Second Freshmen Forum 3:00 P. M.
September	15.....	Registration of NEW Students
September	15.....	Third Freshmen Forum 3:00 P. M.
September	16.....	Registration of SPECIAL Students
September	17.....	Class Instruction Begins
November	1.....	Last Day for Filing Graduation Petitions
November	11.....	Holiday—Armistice Day
November	16.....	Mid-Semester Grades
November	19.....	Last Day to Drop Courses
November	25-26.....	Thanksgiving Vacation
December	20-31.....	Christmas Vacation
January	3.....	College Reopens
January	19.....	Final Examinations Begin
January	28.....	End of Semester

SPRING SEMESTER

January	28.....	Psychological Examination 1:00 P. M.
January	29.....	Subject A Examination 9:00 A. M.
January	31.....	Registration of OLD Students
January	31.....	First Freshmen Forum 3:00 P. M.
February	1.....	Registration of OLD Students
February	1.....	Second Freshmen Forum 3:00 P. M.
February	2.....	Registration of NEW Students
February	3.....	Registration of SPECIAL Students
February	3.....	Third Freshmen Forum 3:00 P. M.
February	4.....	Class Instruction Begins
March	1.....	Last Day for Filing Graduation Petitions
April	5.....	Mid-Semester Grades
April	8.....	Last Day to Drop Courses
April	11-15.....	Easter Vacation
April	18.....	College Reopens
May	30.....	Holiday—Memorial Day
June	8.....	Final Examinations Begin
June	17.....	End of Semester

ADMINISTRATION**BOARD OF EDUCATION**

H. Park Arnold.....	President
George W. Blanche.....	Secretary
Clency H. Hasbrouck	Merritt P. Kimball
Mrs. Roy L. Adamson	

**OFFICERS OF ADMINISTRATION**

Norman R. Whytock.....	Superintendent
Charles A. Nelson.....	Director
Elmer T. Worthy.....	Dean of Men
Donald V. Spagnoli.....	Registrar
John T. Cate.....	Business Manager

FACULTY 1937-1938

- Allen, Gerald Nathan—English**
A. B., M. A., Occidental College.
- **Beasom, James Prince—Speech**
A. B., Muhlenberg College; M. A., University of Washington.
- Caya, O. Howard—Art**
A. B., Santa Barbara State Teachers College; Bachelor of Art Education, California School of Arts and Crafts.
- *Cox, Helen W.—Physical Education, Hygiene**
B. S., University of Southern California.
- Farner, Mary Jane Collins—English**
A. B., DePauw University; M. A., University of Southern California.
- Fox, Marguerite V.—French**
A. B., De Pauw University; Diploma of French Literature, University of Bordeaux, France.
- Griffing, Burgoyne L.—Physics**
A. B., Washburn College; M. A., University of Kansas.
- Harrington, Charles H.—Chemistry, Physics, Mathematics**
A. B., M. A., Stanford University.
- Hawkes, Ernest William—Zoology**
A. B., Dakota Wesleyan University; M. A., University of Pennsylvania; Ph. D., University of Pennsylvania.
- Herndon, Leroy Travers, Jr.—Spanish**
A. B., Stanford University.
- Johns, Ralph Leslie—Psychology, Philosophy**
A. B., University of California; B. D., Pacific School of Religion; M. A., University of California.
- *Jonas, James L.—Physical Education, Hygiene**
A. B., M. A., University of Southern California.
- Kerr, William C. D.—French, Spanish**
A. B., University of North Carolina.
- *Kienle, John E.—Social Science**
A. B., M. A., Central Wesleyan College, M. A., University of Southern California.
- Klotz, Dorothy Esther—Commerce**
B. S., Ohio State University; M. S., University of Southern California.
- Lewis, Richard B.—Speech, English**
A. B., San Jose State Teachers College; M. A., Stanford University.

- Mane, Florence K.—Commerce**
A. B., University of California; M. A., Columbia University.
- Meserve, Clement D.—Geology, Mathematics**
A. B., Yale College; M. A., University of California.
- Murphy, May Elizabeth—English**
A. B., University of Montana; M. A., University of Wisconsin.
- Myers, D'Alton B.—Commerce**
B. S., University of Southern California; M. B. A., University of Southern California.
- Nelson, Charles A.—Director**
A. B., University of Washington; M. A., Stanford University.
- Nichols, C. Leslie—Mathematics**
B. S., Franklin College; M. A., University of Nebraska.
- Nichols, Esther Ramont—Librarian**
A. B., University of Southern California; Credential in Library Craft, University of California.
- Noble, Loyd S.—Commerce**
A. B., Simpson College; LL. B., University of Southern California.
- Page, Winifred Champlin—Physical Education**
B. S., University of Washington.
- Pattison, Irene Maddocks—Music**
Bachelor of Music, College of the Pacific.
- Rambo, Anne Haussler—Social Science**
A. B., Walla Walla College; M. A., Occidental College.
- *Shennum, Harland Otis—Music**
B. S., Nebraska State Teachers College.
- Spagnoli, Donald Verne—Registrar, Social Science**
A. B., M. A., University of California.
- Tenison, Sam Alfred—Physical Education**
B. S., James Milliken University.
- Turrill, Park Lovejoy—Chemistry**
A. B., B. S., University of Redlands; M. S., University of California.
- *Ueland, Emma M.—Social Arts**
B. S., M. A., Columbia University.
- Wiebe, Herman H.—German**
A. B., University of Nebraska; M. A., University of Wisconsin.
- Worthy, Elmer Thomas—Dean of Men, Social Science**
A. B., Stanford University; M. A., University of Southern California; J. D., Stanford University.

*Part Time Instructor.

**Absent on Leave, 1937-1938.

GENERAL INFORMATION

HISTORY AND ORGANIZATION

In March 1927, the citizens of Glendale, by an overwhelming vote of nineteen to one, approved the establishment of the Glendale Junior College District. The Junior College District is coterminous with the Glendale Unified School District and is governed by the same Board of Education, which is regularly organized as the Board of Directors of the Glendale Junior College District.

Class instruction began for the first time on September 19, 1927. There were four full time and five part time junior college instructors. During this first year the total enrollment reached 139, with an average daily attendance of 102 for the entire year.

Then enrollment for the collegiate year 1936-1937 totaled 1080. The faculty included 31 full time and 7 part time junior college instructors.

The Junior College has attained considerable success during its first ten years. The University of California has placed it on the accredited list. The students have an excellent collegiate spirit. There are many clubs and organizations. Regular inter-collegiate competition in men's athletics, women's playday games, and debating, has been introduced. Many social gatherings are held. A weekly newspaper and an annual are published each year.

LOCATION OF COLLEGE

The Glendale Junior College is located in Glendale, California, a city of about 75,000 people. A new college has just been completed on a beautiful 25 acre tract in the northeast part of the city. The campus when fully landscaped will be one of the most picturesque in the west. A large administration building and a modern equipped science building and separate locker rooms for men and women have already been built. Over half a million dollars have been expended with plans for further growth.

EQUIPMENT

Every effort has been made to equip adequately every department of the institution for college work. The chemistry and physics departments have been equipped with the very best type of apparatus. The biological and geological departments are well supplied with necessary equipment and supplies. Instruments have been purchased for the music department while calculating machines and other office appliances have been secured for the commerce department. Fine instruments for the surveying classes have been provided. New equipment and supplies have been liberally added from time to time by the Board of Education.

LIBRARY

The Junior College Library is a large artistically decorated and furnished room in the Administration Building. There are approximately

10,000 volumes in the library and 125 periodicals covering a wide range of subjects are regularly received. Every year liberal additions are made to the book and magazine list. The library is classified according to the Dewey Decimal Classification.

The library is open from 7:45 A.M. to 4:30 P.M. from Monday through Friday.

PURPOSE OF THE JUNIOR COLLEGE

The Junior College is an institution offering two years of instruction of strictly collegiate grade. The purpose of the Glendale Junior College is fourfold:

1. It offers opportunities for a college education to high school graduates who for economic or geographical reasons, could not attend college. It also offers similar benefits to adults of the community who desire to avail themselves of any of the courses offered.
2. It gives the first two years of college education at home and prepares its students to enter the upper division of standard universities.
3. It endeavors to make provision for vocational training by giving courses for specific occupations on the semi-professional level. These curricula vary from one to two years.
4. It aids the student in finding himself, and his place in the complex society of which he is a part, by giving him constant informational and inspirational guidance along vocational, educational, social and physical lines.

COLLEGE ATTITUDE

There is every reason to believe that the great majority of young men and women attend college for the purpose of improving and equipping themselves for lives of happiness and usefulness. In order to attain this end, and thereby get the most from college, each student must maintain a proper attitude toward work and a well poised campus conduct. College students should take the initiative to institute a campus citizenship which will develop the most and the best in all. With the development of this spirit, problems of discipline become very few.

AUTHORITY OF INSTRUCTORS

No student shall be permitted to enter a class if the instructor concerned believes that he is not sufficiently prepared to do the work involved.

A student enrolled in any class is expected to attend regularly and comply with all assignments to the satisfaction of his instructor.

Any instructor satisfied that a student is wilfully neglecting his work, may, with the Director's approval, exclude such student from his class. Under such circumstances the student shall be given an "F" in the course.

ATTENDANCE

Registration and enrollment in the different classes in the Junior College presupposes that recitations, lectures, and laboratory sessions will be attended regularly. Absence from class necessarily lowers a student's grade. For this reason, regular attendance is required. Students who are irregular in their attendance may be dropped from the class and given an "F" in the course.

Instructors will be expected to take into consideration attendance and attitude in determining each student's final grade.

Three tardinesses shall constitute the equivalent of one absence.

Absences in physical education must be made up, subject to satisfactory arrangements with the instructors.

EXAMINATIONS

Final examinations shall be conducted in all courses. An examination schedule will be announced, stating the time for examinations, all of which will be conducted in writing wherever practicable. No examination shall exceed three hours.

No student shall be excused from taking a final examination.

A student arriving late for an examination may be denied the privilege of writing, provided the person conducting the examination considers such tardiness inexcusable.

Re-examinations are not given except as a means of removing an incomplete or condition grade (E). See page 18.

CHANGE OF PROGRAM

A student may change his program up to but no later than Friday of the second week of college, after the opening of any semester, without penalty.

A student may drop a course before the end of the tenth week of any semester without having an "F" (Failure) recorded as his grade in the course. A student dropping a course after the expiration of the first ten weeks will have an "F" recorded against his record, with corresponding loss of grade points.

When a student withdraws from college during a given semester, by due process of application and notification to the office, he shall receive a grade of "W" provided he is passing in each particular subject when he leaves college. In any subject that he is failing at the time of withdrawal, he will receive a grade of "F".

HONORABLE DISMISSAL

Any student who finds it necessary to withdraw from college, except at the end of a semester, should make a statement to that effect and petition the faculty to grant him an honorable dismissal. All higher institutions of learning require, as a prerequisite to admission, an honorable dismissal clearance from the institution previously attended. Even though

the student may not expect to attend college again, the Glendale Junior College recognized this clearance as the businesslike method of withdrawing from college. Such procedure may prevent the individual from being graded "F" in all courses. Furthermore, a record of such dismissal will make subsequent readmission privilege possible with little delay.

No student will receive an honorable dismissal if his financial record at the college is not clear. All grades, credits, and transcripts will be withheld until all bills due the college have been paid.

STUDENT COUNSELING

The Junior College Faculty assists the administration in advising and counseling with students about their work and college problems. An attempt will be made to counsel each student in order to assist him in discovering his potentialities and limitations so that he may make the most satisfactory social, mental, moral and physical adjustments for the development of a full life.

At the time of registration each student is assigned a faculty adviser. This adviser will counsel the student during his entire career at the Junior College. Advisers are assigned to students on the basis of the student's major interests.

PLACEMENT BUREAU

A Placement Bureau is established to assist students in finding employment. Special attention will be given to students who are specializing in commercial and secretarial courses. Systematic effort will be made to find positions for those students who are dependable and have attained skill and proficiency.

ASSOCIATED STUDENT BODY BOOKSTORE

A co-operative bookstore is operated by the Associated Student Body. The bookstore manager is appointed by the student executive committee.

The bookstore handles all the textbooks needed in the various classes. In addition, a full line of college supplies is carried in stock. This includes pens, pencils, notebooks of various kinds, etc. They are all sold on a very small margin of profit, which goes into the student body treasury.

In the student body store there is also a lunch counter and refreshment stand, operated for the convenience of the students.

FEEES

No tuition fee is charged in the Glendale Junior College.

There is a student body fee of \$10.00 per year, payable at the time of registration. The following regulations for the payment of Student Body fees have been drawn up:

1. All regularly enrolled students will pay \$10.00 for the year.
2. Any student declaring his intention to go for the first semester **only** will have the option of paying \$6.00. (If he should then enroll for the second semester he must pay an additional \$6.00).
3. Students enrolling in January will pay \$6.00 for the one semester.
4. Students enrolled in 5 units or less are required to pay a fee of \$2.50 per semester.
5. All fees must be paid before registration is complete.

Laboratory fees will be charged to cover the actual cost of breakage and materials. The Physics fees as listed below include a \$1.00 breakage deposit. The fees for Chemistry 1-2, Chemistry 3-4 and Chemistry 11-12 include a \$2.00 breakage deposit while Chemistry 5-6 and Chemistry 15-16 include a \$4.00 breakage deposit. No laboratory fees are returnable, i.e., three weeks from the beginning of the semester, except the unused science breakage deposit. No breakage deposit refunds are returnable after two weeks from the date of dropping a course. In case of over-breakage above the deposit, all grades, credits, transcripts, and certificates of honorable dismissal will be withheld from the student until all bills due the college have been paid.

The college reserves the right to charge laboratory, syllabus, and locker fees in any course where it is necessary or advisable. The following is a schedule of the most general fees:

Student fee per year.....	\$10.00
Student fee per semester.....	6.00
Late registration.....	2.00
Bacteriology 51.....	6.00
Chemistry 1-2, or 11-12.....	4.00 per semester
Chemistry 3-4.....	6.00 per semester
Chemistry 5-6, or 15-16.....	10.00 per semester
Physics (all courses except Physics 51).....	3.00 per semester
Physiology and Anatomy 51-52.....	3.00 per semester
Zoology 1-2.....	3.00 per semester

NUMBERING OF COURSES

All courses listed in the Catalog are accepted toward the title of Associate of Arts

However, only courses numbered from 1 to 49 inclusive, will be accepted in the fulfillment of requirements for the Junior Certificate at the University of California. Such courses meet the lower division requirements for the Bachelor of Arts (B.A.) or Bachelor of Science (B.S.) degree.

College preparatory courses, vocational courses, and junior college liberal arts courses are numbered from 50 to 100. These courses are not accepted by the University of California in meeting the unit requirements for the Junior Certificate.

In some cases it is possible for students to obtain non-university credit in university courses. These courses will be numbered from 80 to 100 inclusive. A detailed statement concerning this possibility is given on page 58.

MATHEMATICS REQUIREMENTS

One year of high school algebra and one year of plane geometry must be completed before a student can qualify for upper division standing in a standard university. No college credit can be given for these two subjects.

FOREIGN LANGUAGE REQUIREMENTS

Students registering in foreign languages should note the following suggestions very carefully:

1. If a student has had no high school course in a foreign language which he desires to study in Junior College, he should enroll in the foreign language course numbered 1. In such a case the student will receive 5 units for the course.
2. If a student has had **one** year in a high school course in a foreign language which he desires to study in Junior College he must enroll in the foreign language course numbered 1. In such a case, however, the student will receive only 2 units for the course. The reason for this reduction in the number of units is due to the duplication of high school work.
3. If a student has had **two** years of work in a high school course in a foreign language which he desires to study in Junior College, he should enroll in the foreign language course numbered 2. In such a case the student will receive 5 units for the course. If the student should enroll in the course numbered 1 he will receive no college credit for the repetition of high school work.
4. Students who have had **three** years of a high school foreign language should enroll in the foreign language course numbered 3.
5. Students who have had **four** years of high school foreign language should enroll in the foreign language course numbered 4.

Students who received a "D" in their last semester's work in foreign language, either in high school or Junior College, are strongly advised **not** to continue with that particular language in college.

PHYSICAL EDUCATION REQUIREMENTS

All students are required to enroll in Physical Education. Exceptions are made to this rule in the following cases only:

1. Enrollment in 5 units or less. (Even in this case, however, two units of physical education credit are required for graduation.)
2. The Completion of two units of college physical education.

The State Board of Education requires that all students complete four units in health and physical education for graduation from Junior College.

TRANSFERS TO OTHER COLLEGES

A transcript of a student's record at the Glendale Junior College will be sent to a college or university upon the request of the student. Transcripts of record are not given to individual students.

The admission of a student to a college or university rests entirely with the college or university. The requirements for transfer to the University of California are noted on page 22. Students planning to transfer to other institutions of higher learning are advised to refer to the catalog of that institution to determine their transfer rules.

STUDENT ACTIVITIES

Each student entering Glendale Junior College pays a student body fee of \$10.00 which entitles him to membership in the Associated Student Body. This membership includes admission to all regularly scheduled conference athletic contests, receipt of "El Vaquero" and "La Reata," and the right to vote at student body elections. A cabinet is elected by means of which the Associated Student Body may control various campus activities.

In addition to the authorized intercollegiate athletics, college activities have taken on a broad scope in all phases of college life. For the women, there are the Associated Women Students, the Women's Athletic Association, the Y.W.C.A., and Epsilon Omega. The men have the Associated Men Students, Y.M.C.A., and the Orange and Black Club. Epsilon Omega and the Orange and Black Club are composed of leaders of the college and are organized primarily for service to the college.

To promote greater interest scholastically, as well as serve the college, are the Alpha Gamma Sigma, state honor society; Phi Theta Kappa, National Junior College Scholastic Fraternity; Press Club; Forensic Club, a debate and oratory organization; Phi Rho Pi, National Honorary Forensic Fraternity; Delta Psi Omega, National Honorary Dramatics Fraternity; Tau Alpha Delta, science club; Gamma Alpha Pi, geology-paleontology club; Lettermen's Club; Kappa Sigma Omicron, radio club; Alpha Chi, art club; Chess Club; Engineers Club; Rho Delta Epsilon, political science club; Phi Sigma Alpha, secretarial club; Ghain Sine Ghain, astronomy club; Pre-Legal Club; Cosmopolitan Club; Delta Mu, De Molay club; Iota Delta, Job's Daughters club; Sigma Xi Sigma, science club; Bible Club; El Vaquero, the weekly school paper; and La Reata, the college annual.

An Inter-Club Council has been established for the purpose of coordinating the club activities of the college. Permission for the establishment of new clubs must be obtained by approval of the Director and the Inter-Club Council.

HONOR STUDENTS

Glendale Junior College recognizes outstanding scholarship attainment by placing the names of such students on an Honor Roll. Students with a scholarship average of "B" or better for any semester will have their names placed on the Semester Honor Roll. It is desired to create

as stimulating an atmosphere as possible for general intellectual development among the students. The college hopes the honor students may be distinguished for mental alertness, keen analysis, and fine appreciations. Grades, as they represent such qualities as these, have a genuinely human value which the entire student body can honestly recognize.

Students who have made exceptional collegiate records are also eligible for membership in the Glendale Junior College chapter of Alpha Gamma Sigma, the state honor society, and Phi Theta Kappa, the national scholastic fraternity. Details of requirements for membership in these organizations may be found in the student handbook.

STUDENT FINANCES

A student body accounting office has been established under the supervision of the Commerce Department for handling all receipts and disbursements of the Associated Student Body and all clubs and organizations of the Glendale Junior College.

ASSEMBLIES

Official college assemblies are held twice each college month under students. Administration problems of the college are brought before the students by the Director. Lectures, concerts, and dramatic productions are offered to the student body.

Unofficial assemblies, athletic rallies, and special student meetings are permitted by special consent of the Director.

TIME SCHEDULE OF CLASSES

The class schedule is as follows:

Period I.....	8:05- 9:00 A.M.
Period II.....	9:05-10:00 A.M.
Period III.....	10:05-11:00 A.M.
Period IV.....	11:05-12:00 M.
NOON.....	12:00- 1:05 P.M.
Period V.....	1:05- 2:00 P.M.
Period VI.....	2:05- 3:00 P.M.
Period VII.....	3:05- 4:00 P.M.
Period VIII.....	4:05- 5:00 P.M.

When assemblies are held, the class schedule is as follows:

Period I.....	8:05- 8:50 A.M.
Period II.....	8:55- 9:40 A.M.
Period III.....	9:45-10:30 A.M.
Period IV.....	10:35-11:20 A.M.
Assembly.....	11:25-12:10 P.M.
NOON.....	12:10- 1:05 P.M.

(The afternoon schedule is the same as above)

GRADES AND SCHOLARSHIP

UNITS OF WORK AND CREDIT

A "unit" is the term used to indicate one semester-hour of work, or credit—i. e., one hour of work a week continued throughout one semester is considered one "unit" of work. Each unit of work requires approximately two hours of preparation, exclusive of the time spent in recitation.

Sixty-two units plus physical education are required for graduation.

UNIT LIMITATIONS

A regular student must enroll for no less than 12 units, and no more than $16\frac{1}{2}$ units, unless granted permission to the contrary by his faculty adviser.

The average study list in Junior College is $15\frac{1}{2}$ or $16\frac{1}{2}$ units per semester. Under NO CIRCUMSTANCES will a student be permitted to carry more than $17\frac{1}{2}$ units a semester without the permission of the Registrar and the Director. (The University of California will not accept more than 16 units a semester unless the preceding semester shows a "B" average in a full program.)

GRADES

The standing of students in each course will be determined by daily work and examinations. Grades will be reported in the following manner:

- A—Excellent.
- B—Good, above average, very satisfactory.
- C—Average.
- D—Barely Passing.
- E—Incomplete or condition.
- F—Failure.
- W—Withdrawn.

An incomplete grade (E) will be given only when an unforeseen emergency prevents a student from completing his work in a given course. The incomplete grade must be removed within six weeks after the beginning of the semester subsequent to the one in which the "E" was made. If not so removed, the incomplete grade automatically becomes a grade of "F" with consequent loss of grade points. Before an instructor may give a student an incomplete rather than an "F" in a given course, he must make arrangements with the office. Except in the case of an "F", instructors will not be permitted to change a grade once it has been accepted by the registrar.

The grade of "F" in any course denotes failure and the course must be repeated if the student desires credit. An "F" cannot be removed by examination. A student receiving an "F" in a required course must repeat the course the next regular semester of his attendance in college.

The grade of "D" is the highest grade that a student may receive in the repetition of a course. However, no minus grade points will be subtracted for the first failure in the case of repetition.

When a student withdraws from college during a given semester, by due process of application and notification to the office, he shall receive a grade of "W" provided he is passing in each particular subject when he leaves college. In any subject that he is failing at the time of withdrawals, he will receive a grade of "F".

GRADE POINTS

In addition to the semester grades a system of grade points is used to determine the student's general standing and fitness for graduation. Every semester unit successfully completed will be credited with grade points corresponding to grades in the following manner:

- The grade of A is credited with three grade points.
- The grade of B is credited with two grade points.
- The grade of C is credited with one grade point.
- The grade of D is credited with 0 grade points.
- The grade of F is credited with -1 grade point.

Explanation: A three-unit course, three units per semester with a grade of A earns 9 grade points; with a grade of B earns 6 grade points; with a grade of C earns three grade points; with a grade of D earns no grade points; with a grade of F loses 3 grade points.

DISQUALIFICATION

The Glendale Junior College attempts to place students in those courses in which they are interested and for which they have special abilities. When this has been done and the student has neither the attitude nor the ability to carry his program, or for any other good reason, he may be dropped from college if he fails to pass in eight units of work.

Students thus dismissed from college may, upon petition, be reinstated by the Director of the Junior College.

A student who is dropped a second time for failure is not eligible for reinstatement.

REPETITION OF A FAILURE COURSE

If a student fails in a required course, such as Political Science 5 or Hygiene 1, he must repeat the course the next regular semester of his attendance in college.

The grade of "D" is the highest grade that a student may receive in the repetition of a course. However, no minus grade points will be subtracted for the first failure in the case of repetition.

ADMISSION AND REGISTRATION

APPLICATION FOR REGISTRATION

All applications and requests for information should be directed to the Registrar, Glendale Junior College, Glendale, California. From the Registrar all blanks for registration may be secured. As early as possible after graduation from high school all applicants should send transcripts of credits, certified by the principal of their high school. Failure to present a transcript may delay or prevent admission.

Formal registration takes place during the first week of each semester. Information and advice may be received at the Registrar's office previous to this time.

Prior to enrollment at Glendale Junior College, all applicants **must**:

1. File an application blank with the Registrar of the Junior College.
2. File a transcript of high school record with the Registrar.
3. Take certain psychological and aptitude examinations.
4. Take an English Subject A Examination.

No registration will be permitted after Friday of the second week of any semester.

Students entering late will be permitted to enter only those classes in which registration is not closed. The college assumes no responsibility to satisfy late entrants as to choice of subjects.

ENTRANCE REQUIREMENTS

Students must be graduates of a high school or secondary school.

Students over 18 years of age who are not graduates of a high school will be admitted to take special liberal arts and vocational courses. It is advisable, however, for students to graduate from high school before attempting collegiate work.

At the time of registration, accompanying the application for registration, a transcript of secondary school record **MUST** be filed.

Applicants from a district which maintains a Junior College cannot be admitted unless a transfer permit has been granted and the Junior College District of Residence contracts to pay the Junior College District of Attendance the cost of Education.

SPECIAL ENTRANCE EXAMINATIONS

For the purpose of aiding registration and making counseling more effective, certain examinations are given at the time of registration. These examinations will be scheduled for some time during the week preceding formal registration each semester.

SUBJECT A EXAMINATION

The examination known as the Subject A Examination is designed to test the student's ability to write English without gross errors in

spelling, diction, sentence-structure, and punctuation. All entering students are required to take this examination before their first registration in Glendale Junior College. Failure to take this examination is the equivalent of failure. The papers will be graded either "Passed" or "Failed."

Students passing the examination, who plan to enter institutions of higher learning, should enroll in English 1-2. This course satisfies one of the year-course requirements of the University of California. In order to meet the requirement of six units for graduation, those students who have no intention of continuing their collegiate work at an institution of higher learning may substitute Business English (Commerce 57, 58 or 59) or any English courses which do not have English 1-2 as a prerequisite.

Students failing the examination MUST enroll in either:

1. English Subject A
2. Commerce 57
3. Any English course which does not have English 1-2 as a prerequisite.

THE COLLEGE APTITUDE TEST

This test is required of all students entering Junior College. It is a psychological test designed to test the student's ability in various types of work, and its results should serve as a material guide in a student's registration. Admission to college depends in no way upon the results of this examination.

PHYSICAL EXAMINATION

All students are given a physical examination at least once during the college year. This is done by a local physician assisted by the college nurse. Records of these examinations are kept on file and are used in outlining courses in remedial and corrective exercises in physical education.

PHOTOGRAPHS

In order to complete office records and to aid in advisory work, it is necessary that all students present themselves at the time of their first registration to be photographed. These photographs are attached to the permanent records of students.

Students whose records are incomplete due to their failure to cooperate in this matter will not be entitled to honorable dismissals. Such students will not receive grades, credits or transcripts until they have made satisfactory arrangements with the office.

ORGANIZATION OF COURSES

In an attempt to "guide" the student into the courses wherein he

will derive the greatest benefit in preparing him for life, the courses of the Junior College are divided into three divisions:

1. University Preparatory Courses
2. Junior College Liberal Arts Courses
3. Vocational and Special Interest Courses

Students who have not qualified for University Preparatory Courses may enroll in University Preparatory Courses only after they have removed deficiencies in their high school programs.

CLASSIFICATION OF STUDENTS

The students of the Glendale Junior College are classified on the basis of the number of units completed. The Greek letters Alpha, Beta, Gamma, and Delta are used to designate the academic standing of the students. The students are grouped into four classes and the student groups are known as Alphas, Betas, Gammas, Deltas. Each group is organized and functions as a unit in the life of the college.

Alphas—Students who have completed less than 12 units.

Betas—Students who have completed 12 to 27 units, inclusive.

Gammas—Students who have completed 28 to 45 units, inclusive.

Deltas—Students who have completed 46 units or more.

All students are classified in the above manner on the basis of the number of units completed. For administrative purposes and in addition to this classification, any student who carries less than 12 units in a semester is considered as a "Special Student" for that semester.

TRANSFERS TO UNIVERSITY OF CALIFORNIA

The entrance requirements for admission to the University of California, effective August 1933 are as follows:

1. Graduation from an accredited secondary school in California.
2. Completion of the subjects (a) to (f) as follows:

(a) History	1 unit
(b) English	3 units
(c) Mathematics (elementary algebra & plane geometry)	2 units
(d) Science: a third or fourth year subject with laboratory	1 unit
(e) Foreign Language (in one language).....	2 units
(f) Advanced Mathematics; or Chemistry or Physics (if not offered under (d)); or additional foreign language in the language offered under (e) (if in another foreign language, 2 units will be required).....	1 unit

It is to be noted that subject requirements may be completed in the junior high school or in the senior high school. In a four-year high school they may be completed in any one of the grades, including the ninth. It should be observed, however, in the following paragraph, that the grade requirement is based wholly upon the grades obtained in the last three years of the high school course.

3. An average grade of "B" or above in these subjects designated by requirements (a) to (f) which are taken by the student during the

last three years of his high school course, provided, however, that no subject in which the applicant has received grade "D" will be counted in reckoning the applicant's average grade for admission or in satisfaction of the specific subject requirements.

4. A graduate of an accredited high school in California shall present a properly certified high school record showing the completion of the subjects listed (a) to (f), and the grades obtained in each of them during his last three years in high school.

Students who have fulfilled these requirements in the high school may transfer to the University of California at the end of any semester provided they have maintained at least a "C" average at the Glendale Junior College.

There are a considerable number of students who come from the high school without the proper qualifications for admission to the University of California. It is possible for them to remove these deficiencies in their high school programs in the Junior College.

Deficiencies in the high school program of the student are made up in the Junior College in the following manner. The completion of a Junior College 3 unit course with a grade of "A", "B", or "C" in courses numbered from 1 to 49 inclusive, will count as the equivalent of one high school recommended unit. The completion of a Junior College 3 unit course with a grade of "A" or "B" in courses numbered from 50 to 100 inclusive, will also count as the equivalent of one high school recommended unit. It should be noted, however, that the work taken in Junior College to make up unrecommended units, must be in subjects in which the student has deficiencies in his high school program. For example: to remove a high school deficiency in English, a student should enroll in a 3 unit English course numbered from 1 to 49 inclusive and receive a grade of "A", "B", or "C", or enroll in a 3 unit English course numbered from 50 to 100 inclusive and receive a grade of "A" or "B".

A student not eligible for admission to the University of California at the time of his enrollment in the Glendale Junior College may transfer there after removing the deficiencies in his high school program and either:

1. Completing, in addition, 60 units with a "C" average—grade point average of 1.0 **or**
2. Completing, in addition, 15 units with a grade point average of 1.5.

TRANSFERS FROM OTHER COLLEGES

Students who transfer from other colleges and universities, with acceptable grades, will be granted advanced standing in so far as the work completed corresponds with that of the Glendale Junior College, or the lower division work offered in the University of California.

Students must produce a transcript of previous scholastic record when transferring. The Glendale Junior College reserves the right to evaluate work completed in other colleges.

Students who have been disqualified in any other college, on account of scholarship, conduct, or any other cause, cannot enter Glendale Junior College until they have qualified for re-admission to the institution from which they were dismissed.

GRADUATION REQUIREMENTS

Glendale Junior College grants the title of Associate of Arts. The rules of the State Board of Education state that the governing board of any junior college district shall confer the title of Associate of Arts upon any student who shall complete satisfactorily a two-year junior college curriculum of 64 semester units, including the following:

1. A major consisting of at least 20 semester units in a specified field of study.
2. Four semester units in health and physical education, as follows:
 - a. Two semester units in physical education, earned at the rate of $\frac{1}{2}$ unit per semester, for a minimum of two periods of not less than 50 minutes per week, in directed physical education activities.
 - b. Two semester units in hygiene (community and personal) earned in a one semester course of two periods of not less than 50 minutes per week. (Hygiene 1)
3. Two semester units in the Constitution of the United States, including the study of American institutions and ideals.
 - a. This course is listed as Political Science 5 in this Catalog.
4. Such requirements in oral and written English as may be established by the governing board.
 - a. The Glendale Junior College requires the satisfactory completion of six units of English.

LOWER DIVISION REQUIREMENTS, ETC.

One of the primary functions of the Junior College is to present work of a collegiate nature for students desiring to continue their work in a college or university. Glendale Junior College offers many certificate courses which include the requirements demanded by the various institutions of higher learning for the completion of the work in the Lower Division. The work of the lower division comprises the studies of the freshman and sophomore years. By careful choice of subjects taken in the Junior College, the student is able to matriculate in the college or university of his choice without any subject deficiencies. Lower division requirements can be completed at the Glendale Junior College.

The following lower division requirements in the College of Letters and Science for the larger colleges and universities of the state are included for the use of the student in order that he may plan his course with a definite objective in mind. It is naturally expected and necessary that the student fulfill the prerequisites for the major work upon which he will concentrate in the upper division. In addition, various general requirements are added with the purpose of establishing a basis for that breadth of culture which will give the student a realization of the methods and results of some of the more important types of intellectual endeavor, and a mental perspective that will aid him in reaching sound judgments.

Every student should choose at the earliest possible moment the college or university which he plans to attend. Colleges and universities differ in certain specific requirements. The early choice of a particular college or university will enable the student to meet the lower division requirements of that particular institution. The early choice of a major subject or department will also aid and facilitate the student in planning his program. The catalog of the college or university which the student plans to attend should be studied carefully. This responsibility is placed upon the student.

JUNIOR CERTIFICATE REQUIREMENTS UNIVERSITY OF CALIFORNIA

The Junior Certificate requirements in the College of Letters and Science at the University of California are as follows:

First, the completion of not less than 60 units of college work.

Second, the fulfillment of the following general and specific requirements:

a. General University Requirements

Subject A.

Physical Education.

Military Science and Tactics (men), 6 units.

(Note: If a student completes 2 years' work in a Junior College, he is exempt from this requirement, but must elect 6 other units.)

b. Foreign Language

At least 15 units in not more than two languages. Each year of high school work in a foreign language will be counted in satisfaction of 3 units of this requirement.

c. Mathematics

Elementary Algebra and Plane Geometry. This requirement should be fulfilled in the high school. No university credit is given for them.

d. Natural Science

At least 12 units, including at least one course in a laboratory science. (6 hours of laboratory work.) The choice of sciences should be made from the following list:

- High School Physics* 3 units (1 high school credit)
- High School Chemistry* 3 units (1 high school credit)
- Astronomy 1
- Botany 1*, 2*
- Chemistry 1*, 2*, 3*, 4*, 5*, 6*, 11-12*
- Geology 1, 2
- Paleontology 1
- Physics 1-2*, 3-4*, 5-6*
- Zoology 1*, 2*, 3

(*) Laboratory science courses.

e. Additional

A year course (of at least 6 units) in **each** of **three** of the following groups:

1. English or Public Speaking
 - English 1-2
 - Speech 3-4
2. Foreign Language

This requirement is in addition to the regular requirement of 15 units. College work in French, German, or Spanish will satisfy this requirement. This may be satisfied in whole or in part in the high school provided the language be Latin.
3. Mathematics

Any six units from the following: 2, 3, 4, 5, 6, 8, 10. High school plane trigonometry and plane analytic geometry will be accepted in partial satisfaction of this requirement, each to count for 2 units.
4. Social Sciences
 - Economics 1-2
 - Economics 10-11
 - Geography 1-2
 - History 1-2
 - History 3-4
 - Political Science 1-2
 - Political Science 3-4
 - Psychology 1-2
5. Philosophy
 - Philosophy 3-4

The work offered in satisfaction of requirement (e) must consist of subjects of college grade, except as otherwise provided.

JUNIOR CERTIFICATE REQUIREMENTS UNIVERSITY OF CALIFORNIA AT LOS ANGELES

The requirements for the completion of the Lower Division work in the College of Letters and Science at the University of California at Los Angeles are identical with the requirements at the University of California at Berkeley (given above).

JUNIOR CERTIFICATE REQUIREMENTS UNIVERSITY OF SOUTHERN CALIFORNIA

The Lower Division curriculum as offered in the College of Letters, Arts, and Sciences at the University of Southern California includes the following:

English—6 units

English 1-2

Foreign Language

15 semester units in not more than two languages.

Each year of a foreign language in high school will be accepted in fulfillment of three units of this requirement.

Philosophy or Psychology—6 units

Philosophy 3-4 or

Psychology 1-2

Health and Physical Education

Physical Education—Four semesters

Hygiene 1

Sciences

11 semester units. Chemistry and physics in the third or fourth year of the high school will be accepted in fulfillment of three units of this requirement.

Social Sciences

6 units chosen in History, Political Science, or Economics.

Electives

Electives to complete a minimum of 60 units.

The University of Southern California has provided for a number of "exemptions or substitutions" for these requirements for students entering with advanced standing. The student is advised to note these exemptions in the Catalog of the University of Southern California.

JUNIOR CERTIFICATE REQUIREMENTS STANFORD UNIVERSITY

The work of the Lower Division is divided into three groups. Every student is required to take at least 10 units (15 quarter units) in **each** of these groups during the first two years in the University.

Group I. **Arts and Letters**

English, foreign language, music, and art

Group II. **Natural Sciences and Mathematics**

Group III. **Social Sciences**

History, political science, economics, and philosophy

Two years of physical education are required of all students.

SEMI-PROFESSIONAL CURRICULA

The following type courses are listed as guides primarily for those students who wish to complete their formal education in two years.

These type courses have been designed as terminal or finishing courses. They better prepare the student to enter a trade or general business life and take his place in the social and economic world.

A PROFESSIONAL MAJOR IN ART

Art is playing a tremendous role in the industrial and commercial world. Competition has become keen, and the observing individual can readily see how art is brought into prominence everywhere in a most alluring way. Nearly everything we use is put up in artistic packages and wrappings. All house furnishings, from carpets to wall paper, have the touch of an artist. Back of the clothes we wear and the automobile that carries us from place to place, the artist has been on the scene. The church, the theatre, the department store, the magazine and the show window have been made inviting and pleasing by the artist. In brief, we are becoming increasingly "art conscious." Art is making business. Students who have artistic ability have marvelous opportunities before them if they will work and prepare themselves for their profession.

The following curricula have been carefully planned to give art students a thorough training in the fundamentals, with an opportunity for study in the more highly specialized fields, such as window decoration, interior decoration, caricaturing, landscape painting, costume illustration, and wherever artistic form and design is used. Any student who completes the curricula listed below should have the artistic and cultural basis necessary for further professional training. The student should plan to continue his training beyond the junior college for at least two years in order to become really proficient. Any student who considers making art his life work should plan to spend at least five years in training in order to be thoroughly prepared. Only those who have a thorough preparation are likely to succeed. At least two local private art schools are planning to require Junior College graduation for admission. The student is advised to take considerable academic work other than art.

ADVERTISING ART

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	½	Physical Education 2.....	½
English 51.....	3	English 52.....	3
Art 1.....	3	Art 2.....	3
Art 3.....	2	Art 4.....	2
Art 5.....	2	Art 6.....	2
Art 35.....	2	Art 36.....	2
Architecture 2.....	1	Electives	4
Electives	3		
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	½	Physical Education 4.....	½
Art 7.....	2	Art 8.....	2
Art 11.....	2	Art 12.....	2
Art 37.....	2	Art 38.....	2
Science *.....	4	Science *.....	4
Political Science 5.....	2	Hygiene 1.....	2
Electives	4	Electives	4
Total	16½	Total	16½

* Biological Science recommended.

COSTUME DESIGN

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	½	Physical Education 2.....	½
English 51.....	3	English 52.....	3
Art 3.....	2	Art 4.....	2
Art 5.....	2	Art 6.....	2
Art 7.....	2	Art 8.....	2
Art 13.....	2	Art 14.....	2
Electives	5	Electives	5
Total	16½	Total	16½

SECOND YEAR

First Semester	Units	Second Semester	Units
Physical Education 3.....	1/2	Physical Education 4.....	1/2
Art 1.....	3	Art 2.....	3
Art 9.....	2	Art 10.....	2
Art 15.....	2	Art 16.....	2
Philosophy 51.....	3	Psychology 51.....	3
Political Science 5.....	2	Hygiene 1.....	2
Electives.....	4	Electives.....	4
Total	16 1/2	Total	16 1/2

COMMERCE AND BUSINESS

The vocational curricula in Commerce and Business are designed as terminal courses, preparing for business occupations and vocations. Increasingly, business demands trained workers. To become a real estate salesman, or an accountant, one must pass an examination before a state board. An equal amount of training is demanded of the book-keeper, stenographer, secretary, retail salesman, civil service employee, and business man or woman.

These courses will acquaint the student with economic problems and with actual business practice in accounting, salesmanship, secretarial activities, merchandising, advertising, and other fields. Through a choice of electives, the student may adapt his course to his particular needs. Consultation with the instructors in business and commerce will aid materially in making the proper selection.

BUSINESS COURSE**FIRST YEAR**

First Semester	Units	Second Semester	Units
Physical Education 1.....	1/2	Physical Education 2.....	1/2
Commerce 51.....	3	Commerce 52.....	3
Commerce 57 or 59.....	3	Commerce 58.....	3
Commerce 61.....	4	Commerce 62.....	4
Commerce 68.....	3	Commerce 69.....	3
Commerce 60.....	2	Electives.....	3
Social Arts 31.....	1		
Total	16 1/2	Total	16 1/2

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	1/2	Physical Education 4.....	1/2
Commerce 81.....	3	Commerce 82.....	3
Commerce 71.....	2	Commerce 75.....	2
Commerce 95.....	2	Commerce 90.....	2
Economics 10.....	3	Economics 11.....	3
Political Science 5.....	2	Geography 55.....	3
Hygiene 1.....	2	Psychology 51.....	3
Speech 1.....	2		
Total	16 1/2	Total	16 1/2

SECRETARIAL COURSE**FIRST YEAR**

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	1/2	Physical Education 2.....	1/2
Commerce 57 or 59.....	3	Commerce 55.....	4
Commerce 51.....	3	Commerce 52.....	3
Commerce 53.....	4	Commerce 54.....	4
Commerce 61.....	4	Commerce 62.....	4
Commerce 60.....	2		
Total	16 1/2	Total	15 1/2

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	1/2	Physical Education 4.....	1/2
Commerce 51A.....	2	Commerce 58.....	3
Commerce 53A.....	3	Commerce 53B.....	3
Commerce 56.....	4	Commerce 90.....	2
Commerce 67.....	3	Political Science 5.....	2
Geography 51.....	3	Geography 55.....	3
Electives	1	Hygiene 1.....	2
Total	16 1/2	Total	16 1/2

APPLIED ENGINEERING

A course for students offering no high school physics or advanced algebra, and who wish to terminate their study of engineering in two or three years.

FIRST YEAR

First Semester	Units	Second Semester	Units
Physical Education 1.....	1/2	Physical Education 2.....	1/2
English 51.....	3	Political Science 5.....	2
Engineering 1.....	3	Engineering 2.....	3
Engineering 56.....	3	Engineering 57.....	3
Engineering 60.....	1	Engineering 61.....	3
Mathematics 1.....	3	Mathematics 2.....	2
Physics 51.....	3	Physics 52.....	3
Total	16 1/2	Total	16 1/2

Additional work will be added to this curriculum so that the student may complete a two year curriculum in Applied Engineering at the Junior College.

LIBERAL ARTS

The following course is designed for students who desire to increase their cultural background by furthering their school work for two additional years. The student should make a particular effort to choose subjects in which he is definitely interested. Women students who pursue this course are strongly advised to include courses in the Social Arts Department.

FIRST YEAR

First Semester	Units	Second Semester	Units
Physical Education 1.....	1/2	Physical Education 2.....	1/2
English 51.....	3	English 52.....	3
Science		Science	
Chemistry 51 or		Physics 51 or	
Geology 51 or		Geology 52 or	
Zoology 51.....	3	Zoology 51.....	3
Social Science		Social Science	
Sociology 51 or		Economics 51 or	
History 51.....	3	History 52.....	3
Choice of:		Choice of:	
French 51 or		French 51 or	
German 51 or		German 51 or	
Spanish 51 or		Spanish 51 or	
Music 53 or		Music 54 or	
Art 51.....	3	Art 51.....	3
Hygiene 1.....	2	Political Science 5.....	2
Electives	2	Electives	2
Total	16 1/2	Total	16 1/2

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	½	Physical Education 4.....	½
English 13.....	2	English 14.....	2
Speech 1.....	2	Speech 2.....	2
Social Science		Social Science	
Philosophy 51 or		Psychology 51 or	
History 51.....	3	History 52.....	3
Choice of:		Choice of:	
French 52 or		French 52 or	
German 52 or		German 52 or	
Spanish 52 or		Spanish 52 or	
Music 53 or		Music 54 or	
Art 51.....	3	Art 51.....	3
Electives	6	Electives	6
Total	16½	Total	16½

MEDICO-DENTAL ASSISTANT'S COURSE

This course is designed particularly for students planning on entering a doctor's or dentist's office as his assistant. Such students should be able (a) to make simple laboratory tests, (b) to keep the doctor's books, (c) to handle his correspondence, including monthly statements, (d) to meet the public capably and efficiently.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	½	Physical Education 2.....	½
Commerce 57.....	3	Commerce 58.....	3
Commerce 61.....	4	Commerce 62.....	4
Chemistry 61.....	4	Chemistry 62.....	4
Zoology 3.....	3	Bacteriology 51.....	4
Political Science 5.....	2		
Total	16½	Total	15½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	½	Physical Education 4.....	½
Commerce 51.....	3	Commerce 52.....	3
Commerce 53.....	4	Commerce 54.....	4
Chemistry 15.....	3	Chemistry 16.....	3
Physics 5.....	4	Physics 6.....	4
Hygiene 1.....	2	Psychology 51.....	3
Total	16½	Total	17½

RADIO

Students interested in radio communication or engineering, such as: public address, technical work connected with broadcasting studios, or radio measurements, can find much that will give a solid foundation.

The physics laboratory provides opportunities for engineering measurements in radio work. This equipment is found in only a few places in Southern California. The student will have access to special bridges for all types of test work; a public address system, consisting of a power amplifier, condenser microphone, high grade speakers and an amplifier for remote control.

In connection with the physics, speech, music and other departments a disk recording system has been developed. The work of the students in these departments will be recorded.

Opportunity will be given to qualified students who desire to learn the technique of remote control mixing, sound recording, or other phases of radio work.

The Junior College Radio Club sponsors an experimental short wave station, W6YBC.

In all the radio work, stress is laid on the engineering and measurement side of the art rather than on servicing and set building.

SOCIAL ARTS

This suggested curriculum is particularly designed for those who are not especially interested in going to the university after finishing the Junior College. While this curriculum features social arts, yet students are advised to select courses in music, dramatics and art in order to make the training more comprehensive and more interesting.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	1/2	Physical Education 2.....	1/2
English 51.....	3	English 52.....	3
Social Science		Social Science	
Sociology 51 or		Economics 51 or	
History 51.....	3	History 52.....	3
Art 3.....	2	Art 4.....	2
Social Arts 1.....	2	Social Arts 2.....	2
Social Arts 11.....	3	Social Arts 12.....	3
Electives	3	Electives	3
Total	16 1/2	Total	16 1/2

SECOND YEAR

First Semester	Units	Second Semester	Units
Physical Education 3.....	½	Physical Education 4.....	½
Philosophy 51.....	3	Psychology 51.....	3
Art 13.....	2	Art 14.....	2
Political Science 5.....	2	Social Arts 60.....	2
Social Arts 3.....	2	Social Arts 4.....	2
Social Arts 21.....	3	Social Arts 22.....	3
Hygiene 1.....	2	Electives	4
Electives	2		
Total	16½	Total	16½

VOCATIONAL MUSIC

The subjects included in the following group are designed to form a two-year course which

1. Will give a thorough working knowledge of the elements of music.
2. Will develop a cultural background for the appreciation of the arts.
3. Will encourage further music study after graduation.
4. Will furnish a necessary degree of musicianship to make music a vocation.

The course is also designed to give the student a desirable general education.

FIRST YEAR

First Semester	Units	Second Semester	Units
Physical Education 1.....	½	Physical Education 2.....	½
English 51.....	3	English 52.....	3
Music 1.....	2	Music 2.....	2
Music 5.....	3	Music 6.....	3
Music 11 or 15.....	1	Music 12 or 16.....	1
Music 21.....	1	Music 22.....	1
Music 31 or 41.....	1	Music 32 or 42.....	1
Political Science 5.....	2	Hygiene 1.....	2
Electives	3	Electives	3
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	½	Physical Education 4.....	½
Music 3.....	3	Music 4.....	3
Music 7.....	2	Music 8.....	2
Music 13 or 17.....	1	Music 14 or 18.....	1
Music 23.....	1	Music 24.....	1
Music 33 or 43.....	1	Music 34 or 44.....	1
Speech 3 or 7.....	3	Speech 4 or 8.....	3
Electives	5	Electives	5
<hr/>		<hr/>	
Total	16½	Total	16½

SPEECH

A two year program in speech subjects is open to non-university students who wish to concentrate in public speaking, drama, or oral interpretation. The course of study illustrated is typical, but each student is privileged to plan a program that will best satisfy his interests. For details of courses and department policies, refer to page 96.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	½	Physical Education 2.....	½
English 51.....	3	English 52.....	3
Speech 1.....	2	Speech 2.....	2
Speech 7.....	3	Speech 8.....	3
English 10.....	2	English 8.....	2
Electives	6	Electives	6
<hr/>		<hr/>	
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	½	Physical Education 4.....	½
Speech 3.....	3	Speech 4.....	3
Speech 5.....	3	Speech 6.....	3
Speech 61.....	2	Speech 62.....	2
Stagecraft 1.....	2	Stagecraft 2.....	2
English 13.....	2	English 14.....	2
Political Science 5.....	2	Hygiene 1.....	2
Electives	2	Electives	2
<hr/>		<hr/>	
Total	16½	Total	16½

COLLEGE AND PROFESSIONAL CURRICULA

The following type courses are listed as guides for those students who wish to secure the Junior Certificate at the University of California, and at the same time who desire to complete the lower division requirements for the various majors in higher institutions of learning. The students are advised to follow the suggestions and courses outlined in this section.

ARCHITECTURE

Completion of this curriculum will insure acceptance of the student at the University of Southern California with full credit for the first two years' work in architecture at that university. Only those students who show unusual ability in this field are advised to attempt it.

This course presupposes the completion in high school of instrumental drawing, two units of high school French, plane geometry and intermediate algebra. The completion in high school of freehand drawing and solid geometry will aid the student in his collegiate work in architecture.

FIRST YEAR

First Semester	Units	Second Semester	Units
Physical Education 1	½	Physical Education 2	½
English 1	3	English 2	3
History 1	3	History 2	3
Architecture 9.....	2	Architecture 10	2
Art 3	2	Art 4	2
Political Science 5	2	Architecture 3	3
Mathematics 2	2	Mathematics 10.....	1
Hygiene 1	2	Mathematics 8	3
Total	16½	Total	17½

SECOND YEAR

First Semester	Units	Second Semester	Units
Physical Education 3	½	Physical Education 4	½
Physics 5	4	Physics 6	4
Speech 3	3	Speech 4	3
Psychology 1	3	Mathematics 3	3
Architecture 2	1	Art 11	2
Architecture 6	3	Architecture 11	2
Economics 1	3	Economics 2	3
Total	17½	Total	17½

ART

This course is recommended for students who plan to major in art at some institution of higher learning. It presupposes the completion of high school chemistry and physics and two years of a foreign language.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1	½	Physical Education 2	½
English 1	3	English 2	3
Foreign Language 2	5	Foreign Language 3	3
Art 1	3	Art 2	3
Art 3	2	Art 4	2
Art 5	2	Art 6	2
Architecture 2	1	Electives	3
<hr/>		<hr/>	
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3	½	Physical Education 4	½
Science*	4	Science*	4
Social Science	3	Social Science	3
Philosophy 3	3	Philosophy 4	3
Foreign Language 4	3	Electives	6
Electives	3		
<hr/>		<hr/>	
Totals	16½	Total	16½

* The student is advised to take a Biological Science.

COMMERCE

**College of Commerce Requirements
University of California at Berkeley**

Foreign Languages: Subject B. Students must pass an examination designed to test their ability to read one of the following languages: Greek, Latin, German, French, Spanish, Italian, Russian, Japanese, or Chinese. If the student offers 12 units of **one** foreign language he will be excused from the Subject B examination.

English Composition: Subject A. In addition 6 units of English, chosen from the following courses: English 1-2 or Speech 3-4

6 units

History or Political Science: History 1-2, or History 3-4, or Political Science 1-2

6 units

Geography: Geography 1 and Geography 2

6 units

Natural Sciences:

9 units

Courses in physics and chemistry taken in high school may be applied toward the satisfaction of the science requirement.

Mathematics: Mathematics of Finance.....	3 units
Economics: Economics 1-2	6 units
Physical Education:	2 units
Electives:	26 units
Total	64 units

The following curriculum will meet the requirements for the Junior Certificate in Commerce at the University of California at Berkeley. It presupposes the completion in high school of 2 years of foreign language, 2 years of algebra, and either high school chemistry or physics.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1	½	Physical Education 2	½
English 1	3	English 2	3
Foreign Language 2	5	Foreign Language 3	3
Geography 1	3	Geography 2	3
Economics 10*	3	Economics 11*	3
Hygiene 1	2	Mathematics 2	2
		Political Science 5	2
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3	½	Physical Education 4	½
Economics 1	3	Economics 2	3
Economics 14 or		Economics 15 or	
Law 18**	3	Law 19**	3
Science	3	Science	3
Social Science***	3	Social Science***	3
Electives	4	Electives	4
Total	16½	Total	16½

*Economics 10 or 11 may be offered in substitution for Mathematics

of Finance. This mathematics requirement may be deferred until the junior year.

**Neither Economics 14 nor Law 18 are required for the Junior Certificate in Commerce. However, both of these courses are required for graduation. It is advisable that at least one of them be taken as electives in the first two years.

***The student is required to select either History 1-2, or History 3-4, or Political Science 1-2.

College of Business Administration Requirements
University of California at Los Angeles

a. General University Requirements

Subject A

Physical Education

Military Science and Tactics (men)

(Note: If a student completes 2 years' work in a Junior College, he is exempt from this requirement, but must elect 6 other units.)

b. Either:

Foreign Language—At least 16 units in one foreign language.

Natural Science—At least 14 units chosen from the following list, including not less than 4 units of college courses with laboratory work. (Courses marked with an asterisk (*) meet the laboratory requirement.)

High School Chemistry

High School Physics

Chemistry 11-12*

Physics 5-6*

Zoology 1-2*

Botany 1-2*

Astronomy 1

Zoology 3

c. Social Science

At least 6 units in social science chosen from the following

Political Science 3-4

History 1-2

History 3-4

Psychology 1-2

d. Required courses:

Economics 1-2

Economics 14-15

English 1

Geography 1-2

Mathematics 8

Mathematics of Finance (May be deferred until junior year)

Speech 3

e. Electives

Electives should be chosen to complete a minimum of 64 units

The following curriculum will meet the requirements for the Junior Certificate in Business Administration at the University of California at Los Angeles. It presupposes the completion in high school of 2 years of algebra, and either high school chemistry or physics.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	1/2	Physical Education 2.....	1/2
English 1.....	3	English 2.....	3
Foreign Language 1.....	5	Foreign Language 2.....	5
Geography 1.....	3	Geography 2.....	3
Social Science*.....	3	Social Science*.....	3
Hygiene 1.....	2	Mathematics 2.....	2
Total	16 1/2	Total	16 1/2

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	1/2	Physical Education 4.....	1/2
Foreign Language 3.....	3	Foreign Language 4.....	3
Economics 1.....	3	Economics 2.....	3
Economics 14.....	3	Economics 15.....	3
Mathematics 8.....	3	Speech 3.....	3
Political Science 5.....	2	Economics 11.....	3
Electives	2	Electives	1
Total	16 1/2	Total	16 1/2

*The student is required to select either History 1-2, or History 3-4, or Political Science 3-4, or Psychology 1-2.

DENTISTRY

The following are the requirements for admission to the first year class of the College of Dentistry, University of Southern California, in the curriculum leading to the degree of Doctor of Dental Surgery. (D. D. S.)

1. A high school record acceptable for admission to the College of Letters, Arts and Sciences, University of Southern California.

2. A minimum of 30 semester units of college work, with an average scholarship not below C, including (a) the requirements of the Dental Educational Council of America in chemistry, biology, physics* and English, and (b) electives.

The courses which cover fully the subjects prescribed by the Dental Educational Council of America, with the exception of physics, are as follows:

English, 1-2, First year Reading and Composition..... 6 units

Chemistry, 1-2, General Chemistry.....10 units

Zoology, 1-2, General Zoology..... 8 units

*The requirements in physics may be cancelled and electives substituted if one unit of physics has been taken in high school. If physics has not been taken in high school, the subject may be omitted from the junior college program and taken during the first year in

the College of Dentistry. It is not considered advisable for the student to undertake physics in the same year in which he takes laboratory courses in chemistry and zoology. Non-laboratory courses may be taken instead.

Any academic college course may be used as an elective to complete the required 30 semester units, but the pre-dental student is earnestly advised to take one course in mechanical or engineering drawing.

A student who desires to obtain the degree of Bachelor of Science in Dentistry should include in his course either French or German in order to meet the foreign language requirements.

First Semester	Units	Second Semester	Units
Physical Education 1.....	1/2	Physical Education 2.....	1/2
English 1.....	3	English 2.....	3
Zoology 1.....	4	Zoology 2.....	4
Chemistry 1.....	5	Chemistry 2.....	5
Engineering 1.....	3	Electives	3
Total	15 1/2	Total	15 1/2

PRE-ENGINEERING

The following curriculum prepares the student for further work in any of the branches of engineering. However, certain specific courses should be taken by different engineering majors. It is necessary therefore that the individual student's program differs somewhat from the general type courses set up because of his special interests along certain engineering lines.

This curriculum presupposes the completion of the following subjects in high school:

Plane Geometry.....	1 unit
Elementary Algebra.....	1 unit
Algebraic Theory.....	1/2 unit
Trigonometry	1/2 unit
Physics	1 unit
Chemistry	1 unit
Geometric Drawing.....	1 unit

It is further desirable that the student have a knowledge of solid geometry and some training in freehand drawing.

All students in engineering fields must take:

Chemistry 1-2.
Mathematics 3-4, 5-6.
Physics 1-2, 3-4.
Engineering 3.

Students in mining, metallurgical, or petroleum engineering should elect Chemistry 3-4.

Students in petroleum, or sanitary and municipal engineering, must take Chemistry 5-6.

All students in civil and mining engineering, should elect Geology 1-2.

A reading knowledge of French and German is not only highly desirable, but essential if a student wishes to pursue advanced work in engineering, or allied scientific fields. For the student taking an engineering major, but not desiring to take work beyond the Bachelor's degree, it is strongly recommended that either French or German be included.

Students who do not follow the above recommendations, or the outline given, cannot expect to complete the lower division requirements of the University of California or the California Institute of Technology, in any time less than three years.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	1/2	Physical Education 2.....	1/2
Chemistry 1.....	5	Chemistry 2.....	5
Physics 1.....	3	Physics 2.....	3
Mathematics 3.....	3	Mathematics 4.....	3
Engineering 6.....	3	Engineering 7.....	3
Hygiene 1.....	2	Political Science 5.....	2
Total	16 1/2	Total	16 1/2

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	1/2	Physical Education 4.....	1/2
English 1.....	3	English 2.....	3
Physics 3.....	3	Physics 4.....	3
Mathematics 5.....	3	Mathematics 6.....	3
Engineering 3.....	3	Engineering 8.....	2
Electives*	4	Electives*	5
Total	16 1/2	Total	16 1/2

*The student should be very careful in the choice of his electives, making certain that he chooses courses which will (1) remove any deficiencies in his work and (2) aid him in attaining his ultimate goal in some particular branch of engineering. Such a choice of electives should only be made after consultation with instructors in the engineering field.

JOURNALISM FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	½	Physical Education 2.....	½
English 1.....	3	English 2.....	3
Foreign Language*.....	3-5	Foreign Language*.....	3-5
Science.....	4	Science.....	4
Journalism 1.....	2	Journalism 2.....	2
Political Science 5.....	2	Hygiene 1.....	2
Electives.....	0-2	Electives.....	0-2
Total.....	16½	Total.....	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	½	Physical Education 4.....	½
English 5.....	3	English 6.....	3
Economics 1.....	3	Economics 2.....	3
Foreign Language*.....	0-3	Foreign Language*.....	0-3
Science*.....	3	Science*.....	3
Philosophy 3.....	3	Philosophy 4.....	3
Journalism 3.....	2	Journalism 60.....	2
Electives.....	0-2	Electives.....	0-2
Total.....	16½-17½	Total.....	16½-17½

*If the student has taken foreign language or chemistry, or physics in the high school some of the starred courses may be eliminated. 15 units of foreign language and 12 units of science are required for graduation. Each year of work in the high school in these subjects counts as 3 units in the fulfillment of this requirement.

PRE-LEGAL

Students planning to study law should take a general course in Letters and Science or Liberal Arts, and in particular, courses in political science, social science, and English. Those planning on entering Stanford, University of California, or University of Southern California, should satisfy the regular lower division requirements for those schools. Most of the law schools require three years of pre-legal work as a prerequisite to the study of law. Some schools require an A. B. degree for entrance to the law school. This curriculum presupposes the completion of both chemistry and physics and two years of a foreign language in the high school.

FIRST YEAR

First Semester	Units	Second Semester	Units
Physical Education 1.....	½	Physical Education 2.....	½
English 1.....	3	English 2.....	3
Foreign Language 1.....	5	Foreign Language 2.....	5
History 1.....	3	History 2.....	3
Political Science 3.....	3	Political Science 4.....	3
Electives	2	Hygiene 1.....	2
Total	16½	Total	16½

SECOND YEAR

First Semester	Units	Second Semester	Units
Physical Education 3.....	½	Physical Education 4.....	½
Science	3	Science	3
Economics 1.....	3	Economics 2.....	3
Speech 3.....	3	Speech 4	3
Foreign Language 3 }.....	3	Foreign Language 4 }.....	3
Philosophy 3 }.....	3	Philosophy 4 }.....	3
Mathematics }.....	3	Mathematics }.....	3
Political Science 1*.....	3	Law 1	3
Electives	1	Electives	1
Total	16½	Total	16½

*If the student has NOT completed both chemistry and physics in the high school he should substitute an additional science course for Political Science 1.

LIBERAL ARTS AND SCIENCE

The following Liberal Arts courses should serve as a guide to students in making their semester programs. The Liberal Arts course is designed for students who have not yet decided in which field they wish to specialize or for those who may desire a general cultural education embracing many fields of knowledge. It is expected that the individual interests and previous preparation will cause many individual programs to differ somewhat from these suggested courses. However, these suggested programs may well serve as a fundamental basis from which to work. Students following these suggested programs will have completed the requirements for the majority, if not all, of the institutions of higher learning in this state, and most other states of the United States.

In choosing electives, the student should make certain that he elects courses in a department in which he intends to do advanced work. Suggestions for preparatory work for a major in each department are given in the announcement of courses under each subject division.

The student should make certain that he includes in his science courses at least one course in a laboratory science. Practically all colleges and universities demand some science work and the majority demand a laboratory science. The choice of sciences should be made from the science list on page 26.

Algebra and plane geometry are requirements in mathematics which must be met before the student receives upper division rating. No college credit is given for either high school algebra or plane geometry.

LIBERAL ARTS COURSE A

Liberal Arts Course A is designed primarily for students having neither a science nor a foreign language in the high school.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	½	Physical Education 2.....	½
English 1.....	3	English 2.....	3
Foreign Language 1.....	5	Foreign Language 2.....	5
History 1.....	3	History 2.....	3
Science*.....	4	Science*.....	4
Electives.....	1	Electives.....	1
Total.....	16½	Total.....	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	½	Physical Education 4.....	½
Foreign Language 3.....	3	Foreign Language 4.....	3
Science*.....	3	Science*.....	3
Mathematics or Philosophy 3.....	3	Mathematics or Philosophy 4.....	3
Political Science 5.....	2	Hygiene 1.....	2
Electives.....	5	Electives.....	5
Total.....	16½	Total.....	16½

*Concerning Science Announcement see page 26.

LIBERAL ARTS COURSE B

Liberal Arts Course B is designed primarily for students who have completed high school chemistry and high school physics but **no** foreign language.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	½	Physical Education 2.....	½
English 1.....	3	English 2.....	3
Foreign Language 1.....	5	Foreign Language 2.....	5
Mathematics*	3	Mathematics*	3
History 1.....	3	History 2.....	3
Hygiene 1.....	2	Political Science 5.....	2
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	½	Physical Education 4.....	½
Foreign Language 3.....	3	Foreign Language 4.....	3
Science	3	Science	3
Speech 3.....	3	Speech 4.....	3
Economics 1.....	3	Economics 2.....	3
Electives	4	Electives	4
Total	16½	Total	16½

*If a student does not desire to register in a year course in Mathematics in his first year, he may substitute Philosophy 3-4 in his second year.

LIBERAL ARTS COURSE C

Liberal Arts Course C is designed primarily for students who have completed two years of a foreign language in high school but NEITHER high school chemistry nor physics.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	½	Physical Education 2.....	½
English 1.....	3	English 2.....	3
Foreign Language 2.....	5	Foreign Language 3.....	3
Science*	4	Science*	4
Mathematics**	3	Mathematics**	3
Electives	1	Electives	3
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	½	Physical Education 4.....	½
Foreign Language 4.....	3	Political Science 5.....	2
Science*	3	Science*	3
Speech 3.....	3	Speech 4.....	3
Economics 1.....	3	Economics 2.....	3
Electives	4	Hygiene 1.....	2
		Electives	3
Total	16½	Total	16½

*Concerning Science Announcement see page 26.

**If a student does not desire to register in a year course in mathematics in his first year, he may substitute Philosophy 3-4 in his second year.

LIBERAL ARTS COURSE D

Liberal Arts Course D is designed primarily for students who have completed two years of a foreign language in the high school in addition to high school chemistry and physics.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1	½	Physical Education 2	½
English 1	3	English 2	3
Foreign Language 2	5	Foreign Language 3	3
History 1	3	History 2	3
Mathematics**	3	Mathematics**	3
Electives	2	Political Science 5	2
		Electives	2
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3	½	Physical Education 4	½
Foreign Language 4	3	Hygiene 1	2
Science*	3	Science*	3
Speech 3	3	Speech 4	3
Economics 1	3	Economics 2	3
Electives	4	Electives	5
Total	16½	Total	16½

*Concerning Science Announcement see page 26.

**If a student does not desire to register in a year course in mathematics in his first year, he may substitute Philosophy 3-4 in his second year.

PRE-MEDICAL

The student in the pre-medical curriculum should make sure that his program is so arranged as to satisfy the Junior Certificate requirements at the University of California and also the particular requirements of the Medical School he is planning to attend.

This curriculum presupposes the completion of the following subjects in high school:

English	3 years
History	1 year
Mathematics	3 years
Chemistry	1 year
Physics	1 year
Foreign Language	2 years

The minimum requirements for entrance to standard Medical Colleges, as prescribed by the American Medical Association, include the following subjects:

English—Composition and Rhetoric	6 units
Physics	8 units
Biology or Zoology	8 units
General Chemistry	8 units
Organic Chemistry	4 units
Electives	30 units
Total	64 units

French and German are common requirements and should be included in the electives if possible. However, some medical schools will admit students without either.

Students should consult the catalog of the college of their choice before arranging their pre-medical work.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1	½	Physical Education 2	½
English 1	3	English 2	3
French 1 or German 1	5	French 2 or German 2	5
Political Science 3	3	Political Science 4	3
Chemistry 1	5	Chemistry 2	5
Total	16½	Total	16½

SECOND YEAR

First Semester	Units	Second Semester	Units
Physical Education 3	1/2	Physical Education 4	1/2
French 3 or German 3	3	French 4 or German 4	3
Zoology 1	4	Zoology 2	4
Chemistry 5 or		Chemistry 6 or	
Physics 5	3-4	Physics 6	3-4
Hygiene 1	2	Electives	5-6
Electives	3-4		
Total	16 1/2	Total	16 1/2

MORTUARY APPRENTICE COURSE

The California State Board of Funeral Directors requires the following routine for students interested in the mortuary profession:

1. The satisfactory completion of two full years of standard college work.
2. The satisfactory completion of a nine months course in a Class A School of Embalming.
3. Two years satisfactory service as apprentice in an undertaking establishment.
4. Passing the State Board Examination, which is of an oral, conference type.

Some of the subjects covered in the final State Board Examination are listed below, the others are completed in the School of Embalming. Students interested in the curriculum are urged to take it in its entirety in view of the fact that it not only satisfies the requirements given above, but also allows graduation from the college upon its completion.

FIRST YEAR

First Semester	Units	Second Semester	Units
Physical Education 1	3/2	Physical Education 2	3/2
Commerce 57	3	Commerce 58	3
Chemistry 11	4	Chemistry 12	4
Physiology & Anatomy 51	4	Physiology & Anatomy 52	4
Law 18	3	Law 19	3
Electives	2	Hygiene 1	2
Total	16 1/2	Total	16 1/2

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	½	Physical Education 4.....	½
Chemistry 15.....	3	Chemistry 16.....	3
Physics 51.....	3	Bacteriology 51.....	4
Psychology 1.....	3	Psychology 2.....	3
Zoology 3.....	3	Political Science 5.....	2
Electives	4	Electives	4
Total	16½	Total	16½

MUSIC

The following curriculum will lead to the title of Associate of Arts at the Glendale Junior College. The successful completion of the course will entitle the student to admission in the Teachers College at the University of California at Los Angeles with junior standing. This outlined program presupposes the completion of two years of foreign language, chemistry, and physics in the high school. Students who have not completed those designated courses in the high school program may find it difficult to include all the basic music courses in their two year program as shown in the music curriculum.

Students who plan to enter the University of Southern California should study the music requirements as outlined in the catalog of that institution.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1	½	Physical Education 2	½
English 1	3	English 2	3
French 1 or German 1	5	French 2 or German 2	5
Music 1	2	Music 2	2
Music 5	3	Music 6	3
Music 11, 15, or 21	1	Music 12, 16, or 22	1
Hygiene 1	2	Political Science 5	2
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3	½	Physical Education 4	½
Music 3	3	Music 4	3
Music 7	2	Music 8	2
Psychology 1	3	Psychology 2	3
Year Course:		Year Course:	
Philosophy or	}	Philosophy or	}
Mathematics or		Mathematics or	
Foreign Language		Foreign Language	
Science	3	Science	3
Electives	2	Electives	2
Total	16½	Total	16½

NATURAL SCIENCE

The following curriculum is designed to give students interested in the Natural Sciences a background for further work in the fields of geology or the biological sciences. This curriculum presupposes the completion of two years of a foreign language, trigonometry, chemistry, and physics in the high school.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1	½	Physical Education 2	½
English 1	3	English 2	3
Foreign Language 1*	5	Foreign Language 2	5
Chemistry 1	5	Chemistry 2	5
Mathematics 3	3	Mathematics 4	3
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3	½	Physical Education 4	½
Political Science 3	3	Political Science 4	3
Zoology 1	4	Zoology 2	4
Physics 1	3	Physics 2	3
Geology 1	3	Geology 2	3
Hygiene 1	2	Paleontology 1	3
Electives	1		
Total	16½	Total	16½

* This foreign language course (10 units) must be in a foreign language NOT studied in high school in order to meet the 15 units requirement.

It is important that the student take at least one year of college work in both chemistry and physics because they are fundamental to all other sciences. Further work in these departments, as also in mathematics, may be desirable but will be determined by the needs of the individual student.

PRE-NURSING

The State Board of Public Health has passed the following resolution:

"An increasing number of applicants to schools of nursing have completed some courses in Junior College;

Nursing Schools are asking approval of credit for pre-nursing and advanced courses of varying lengths;

Graduates of 28-month nursing schools are desirous of securing a three-year diploma in order to register in other states;

The curriculum of the nursing schools is already over-crowded and the number and quality of advanced courses are limited—

Therefore it is advisable that junior colleges and universities be encouraged to offer a pre-nursing course upon completion of which the student may be able:

1. To continue as a five-year student working toward a combined university degree and nursing diploma.
2. To receive eight months' credit toward a 3-year nursing diploma when the course is followed by a 28-months' course in a school of nursing."

The following curriculum is designed for students who plan to remain at the Junior College for only one year of pre-nursing work.

First Semester	Units	Second Semester	Units
Physical Education 1.....	1/2	Physical Education 2.....	1/2
English 51.....	3	English 52.....	3
Chemistry 61.....	4	Bacteriology 51.....	4
Physiology & Anatomy 51.....	4	Physiology & Anatomy 52.....	4
Social Arts 25.....	3	Social Arts 26.....	3
Hygiene 1.....	2	Psychology 51.....	3
Total	16 1/2	Total	17 1/2

The following curriculum is designed for students who plan to remain at the Junior College for two years of pre-nursing work.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1.....	½	Physical Education 2.....	½
English 51.....	3	English 52.....	3
Chemistry 61.....	4	Chemistry 62.....	4
Physiology & Anatomy 51.....	4	Physiology & Anatomy 52.....	4
Foreign Language 1.....	5	Foreign Language 2.....	5
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3.....	½	Physical Education 4.....	½
Economics 1.....	3	Economics 2.....	3
Psychology 1.....	3	Psychology 2.....	3
Social Arts 25.....	3	Social Arts 26.....	3
Social Arts 60.....	2	Bacteriology 51.....	4
Hygiene 1.....	2	Political Science 5.....	2
Electives	3		
Total	16½	Total	15½

PRE-PHARMACY COURSE

A junior college student who plans to undertake the study of pharmacy at the University of Southern California may, by the proper selection of courses in Junior College, secure the equivalent of one year's credit on the four-year course leading to the degree of Bachelor of Science in Pharmacy. In general, however, it will be impossible for the student to complete the remaining three years in six semesters without summer session work, because of difficulties in arranging programs at the University due to the lack of professional pharmacy courses in the Junior College.

It is not possible for a junior college student to shorten the three-year pharmacy course at the University of Southern California by Junior College work.

The following is a curriculum suggested for prospective pharmacy students:

First Semester		Second Semester	
	Units		Units
Physical Education 1	½	Physical Education 2	½
English 1	3	English 2	3
Chemistry 1	5	Chemistry 2	5
Physics 5	4	Physics 6	4
Social Science	3	Social Science	3
Electives	1	Electives	1
Total	16½	Total	16½

It is possible for a student who has completed the above curriculum to take the State Board examination for Assistants Pharmacists after a summer session and a year of pharmacy at the University of Southern California. The candidate for this examination, however, must have one year of experience in a drug store in order to obtain the assistant's license.

PHYSICAL EDUCATION FOR MEN

Many men students desire to major in physical education with the ultimate goal of athletic coaching. The following course is designed for these students.

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1	½	Physical Education 2	½
English 1	3	English 2	3
Foreign Language 1	5	Foreign Language 2	5
Chemistry 1	5	Chemistry 2	5
Speech 3	3	Speech 4	3
Total	16½	Total	16½

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3	½	Physical Education 4	½
Foreign Language 3	3	Foreign Language 4	3
Economics 1	3	Economics 2	3
Psychology 1	3	Psychology 2	3
Philosophy 3	3	Philosophy 4	3
Hygiene 1	2	Zoology 3	3
Political Science 5	2	Electives	1
Total	16½	Total	16½

PHYSICAL EDUCATION FOR WOMEN

This curriculum is designed for women students who plan to major in physical education at some educational institution of higher learning. It presupposes the completion of two years of foreign language in the high school. Students majoring in physical education should note that they must meet the specific requirements for the Junior Certificate in the College of Letters and Science (Liberal Arts).

FIRST YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 1	1/2	Physical Education 2	1/2
English 1	3	English 2	3
Foreign Language 1*	5	Foreign Language 2*	5
Music 3	3	Music 4	3
Chemistry 11	4	Chemistry 12	4
Electives	1	Electives	1
Total		Total	
16 1/2		16 1/2	

SECOND YEAR

First Semester		Second Semester	
	Units		Units
Physical Education 3	1/2	Physical Education 4	1/2
Philosophy 3	3	Philosophy 4	3
Psychology 1	3	Psychology 2	3
Speech 7	3	Speech 8	3
Social Arts 25	3	Zoology 3	3
Electives	4	Hygiene 1	2
		Political Science 5	2
Total		Total	
16 1/2		16 1/2	

* This foreign language course (10 units) must be in a language NOT studied in high school in order to meet the 15 unit requirement.

PRE-TEACHER

Students planning to enter the teaching profession should decide at the earliest possible time:

1. The school level for which they desire to be prepared to teach, such as, kindergarten-primary, elementary, junior high, senior high, junior college, or the university.
2. If they desire to teach in the secondary field, special fields of emphasis should be chosen.
3. The college or university in which they hope to complete their academic training so that programs may be arranged to meet the lower division requirements of that particular college or university. Detailed requirements for each type of credential are given in the catalogs of the various universities. The student should make certain that he study these requirements carefully and follow their instructions.

In the first two years of collegiate work, students must:

1. Meet the lower division requirements of the institution of higher learning which they plan to attend. The requirements of certain colleges and universities in California are listed on pages 25-27.
2. Lay the foundation for advanced work in departments in which they desire to major or minor.

All students who plan on teaching in any type of school or receive

any type of credential should enroll in Psychology 1-2 during the second year at the Junior College.

The requirements for the Junior Certificate in the Teachers College at the University of California at Los Angeles are very similar to the requirements for the Junior Certificate in the College of Letters and Science as listed on pages 25-26. The only difference is noted in the (e) requirement. In choosing year courses, the student **must** complete:

1. English 1-2 or Speech 3-4.
2. Psychology 1-2.

For his third year course, he may choose any one of the following:

1. Economics 1-2.
2. Geography 1-2.
3. History 1-2.
4. History 3-4.
5. Political Science 3-4.
6. Philosophy 3-4.
7. Six units of Mathematics.

ANNOUNCEMENT OF COURSES

Many courses are herein described, yet the college makes no pretense of offering all of these courses any one academic year. The offering of a course in many cases depends upon the number of students who desire it. Other courses than those listed may be offered if there is a sufficient number of students desiring any particular course. Diversification of course offerings and enlargement of faculty personnel will be determined by student requirements and growth of the institution.

At the beginning of each semester, the exact courses offered will be announced in supplement form.

The early choice of a major subject or department will aid and facilitate the student in planning his program. Required and recommended courses are listed at the beginning of each subject division. These suggestions are based on the University of California requirements.

FOREWORD

Courses numbered from 1 to 49 inclusive carry university credit. Courses numbered 50 and above do not carry university credit. These courses are accepted, however, by the Glendale Junior College for graduation credit.

In certain cases, instructors may, with permission of the Administration, give non-university credit to students enrolled in university courses. If a student does not attain the required standards as set by the instructor and the university, it is possible for the instructor to give the student a passing grade in a non-university course if the student has made an accomplishment in the course to warrant such a grade. Example: If a student does work of an "F" grade in History 1 (i. e., does not maintain university standards), he may receive a grade of "D" if his achievement warrants it, in a course which would be numbered History 81, which does not carry university credit, but does carry credit towards graduation from Glendale Junior College.

The number of these non-university courses will be comparable to the number of the university courses. In each case, the non-university course number will be the number of the university course plus 80 Examples:

1. English 1 and English 81
2. Economics 10 and Economics 90
3. Chemistry 1 and Chemistry 81
4. Spanish 1 and Spanish 81

ARCHITECTURE**O. Howard Caya, Instructor****1. Instrumental Drawing. (3)**

A course which gives training in the manipulation of instruments, application of water color washes and fundamentals prerequisite to work in art, architecture and engineering. Two units devoted to drawing and one to lettering. Students with matriculation credit in mechanical drawing cannot take this course for credit.

Prerequisite: Plane Geometry.

2. Lettering. (1)

A course in the fundamentals of lettering, as used by draughtsmen, both machine and architectural. A necessity for engineers and architects and valuable to any student who wishes to make neat, legible notes, captions or titles.

3. Descriptive Geometry. (3)

An applied science which treats of the graphical representation of lines, planes, surfaces and solids, and is excellent training in visualization. For students in the College of Mechanics, Mining, Civil Engineering and Architecture.

Prerequisite: Architecture 1.

6. Shades and Shadows. (3)

A special application of descriptive geometry including perspective, especially as applied to shadows in perspective. Training in the rendering of perspectives with shrubbery and color included. This course is a necessity for architectural students.

Prerequisite: Architecture 1, 3, 9-10.

9-10. Freehand Drawing. (2-2)

Training in the ability to draw objects both in outline and in light and shade. Work indoors on type objects and still life groups and outdoors on buildings and shrubbery.

Prerequisite: Art 3 is prerequisite for Architecture 10.

11. Pen and Ink. (2)

Training in architectural illustrations. Special emphasis on the rendering of buildings and shrubbery.

Prerequisites: Architecture 9-10.

ART**O. Howard Caya, Instructor**

Preparation for the Major

Required:

1. Art 1-2
2. Art 3-4

3. Art 5-6

4. Zoology 1-2 or Botany 1-2

1-2. History of Art. (3-3)

A study of art from prehistoric man to the present day. Art 1 includes the time from the Primitive through the Romanesque period. Art 2 includes the period from the Renaissance through Modern.

3-4. Design and Color. (2-3)

A study of space and color relationships and their application. Practical problems requiring application of theory, as designing of greeting cards, wood blocks and stencils.

Parallels University of California at Los Angeles Art 2A-2B.

5-6. Freehand Drawing. (2-2)

A study of outlines of objects, their shadows, space relationships and grouping. The study of texture, trees, shrubbery, houses, landscapes, with interpretations in pencil and water color.

Parallels University of California at Los Angeles Art 4A-4B.

7-8. Life—Elementary. (2-2)

Drawing from life to develop the ability to construct the figure. Study of the shapes, proportions, and structural relations of the skeletal masses; the balance of weights and supports in a moving figure. Introductory study of muscle masses.

Prerequisite: Art 3, 5. (May be taken concurrently.)

9-10. Life—Advanced. (2-2)

Drawing from life to develop the ability to use the figure creatively. The first semester stresses a study of anatomy. The second semester develops compositional treatment of the figure.

Prerequisite: Art 7-8.

11-12. Watercolor. (2-2)

Painting of still-life and landscape forms to give the student ability to build simple form in paint, and an opportunity to experiment in the medium of watercolor to develop a technique for use in either commercial or fine arts field. The second semester emphasizes painting composition.

Prerequisite: Art 3, 5. (May be taken concurrently.)

13-14. Costume Design and Illustration. (2-2)

Principles of design applied in creating designs for contemporary costumes. Study and use of historic source material. Stylization of the figure for fashion illustration. The second semester stresses problems of illustration.

Prerequisite: Art 3, 5. (May be taken concurrently.)

15-16. Advanced Costume Design. (2-2)

A course emphasizing costume design for the theater. Study of historic costume. Designing of sets and costumes for the stage. Practical work in collaboration with the drama department.

Prerequisite: Art 13-14.

17-18. Pottery. (2-2)

Practical work in building, firing, glazing, making plaster molds, and casting.

23. Industrial Design. (2)

Practical work in the application of highly conventionalized designs to textiles, leather and clay.

Prerequisite: Art 3-4.

25-26. Advanced Freehand Drawing. (2-2)

A practical course leading to the drawing of cuts and illustrations for newspapers and magazines. Methods of using various media.

Prerequisite: Art 5-6.

34. Landscape. (2)

Study of the outdoor world, with emphasis on form, color and space arrangement. Choice of medium by the student.

Prerequisite: Art 5-6.

35-36. Advertising Art—Elementary. (2-2)

The fundamental letter forms and their structure, spacing and application in advertising art uses. The adaptation of lettering to layouts, package design and posters.

Prerequisite: Art 3, 5. (May be taken concurrently.)

37-38. Advertising Art—Advanced. (2-2)

Advertising art in all its various phases: book jackets, magazine pages and covers, design for industrial uses, billboards, show cards, etc.

Prerequisite: Art 35-36.

39. Composition, Still Life. (2-2)

The organization of various form elements to create rhythm and harmony. Emphasis on originality. Careful studies in black and white, followed by translation into color.

40. Composition, Pictorial. (2)

The use of the human and other animate forms in illustration. Stimulation of the imagination.

Prerequisite: Art 39.

41. Caricaturing. (2)

Expression of emotions, attitudes and characteristics. The use of exaggeration. Planning and drawing the comic strip.

51. Art Appreciation. (3)

A course planned primarily for the student who is not an art major in order to give a knowledge of fundamental principles of art, an

understanding of the historic progression of the race as expressed through its art and an acquaintance with some of the great masters and masterpieces; with contemporary commercial techniques and processes. This course aims to develop the ability to use this knowledge for personal enlightenment, culture and pleasure, and is open to any junior college student.

ASTRONOMY

Ernest W. Hawkes, Instructor

1. Elements of Astronomy. (2)

An introductory, descriptive course in the fundamental facts of our universe, presented as far as possible, in non-technical language. Includes use of telescope, and trip to Planetarium. Lectures, field trips, and constellation study.

BACTERIOLOGY

51. Bacteriology for Nurses. (4)

History of bacteriology; biochemical activities of bacteria; the pathogenic bacteria; air, water, soil, milk and food bacteriology; industrial applications.

Prerequisite: Chemistry 61 and the first semester of the year course in Physiology and Anatomy (51-52).

BOTANY

Preparation for the Major

Required:

1. Botany 1-2
2. Chemistry 1-2

Recommended:

1. Chemistry 5-6
2. French
3. German
4. Elementary courses in other biological subjects.

1. General Botany. (4)

An introduction to the science of plant life. The structure, functions, and life relations of seed plants. Laboratory, field work, collections and practical projects. Two lectures and two three-hour laboratory periods.

Prerequisites: High School Biology or Chemistry.

Parallels Botany 2A, University of California at Los Angeles.

2. General Botany. (4)

The lower orders of plants, and the comparative morphology of the great plant groups.

Prerequisite: Botany 1.

Parallels Botany 2B, University of California at Los Angeles.

CHEMISTRY

Charles H. Harrington, Instructor
Park L. Turrill, Instructor

Preparation for the Major

Required:

1. Chemistry 1-2, which must be passed with a grade of C or better before any further work in Chemistry is taken;
2. Chemistry 3-4
3. Chemistry 5-6
4. Physics 1-2
5. Mathematics 3-4
6. A comprehensive reading knowledge of German.

Recommended:

1. Physics 3-4
2. Mathematics 5-6
3. French 1-2

For those planning to transfer to the California Institute of Technology advanced shop work and mechanical drawing (Engineering 1-2) are required. For chemical engineers Engineering 3, 6-7 is recommended. The above recommendations follow those given by the College of Chemistry, University of California.

Advanced Standing:

All sophomores from other institutions who desire courses in chemistry more advanced than Chemistry 1-2 must present themselves to the chemistry instructor on or before the date of their registration for an informal examination, or test of their fitness to undertake such work.

1-2 General Chemistry. (5-5)

A course in fundamental chemistry designed to set forth the most important facts and theories with which chemistry is concerned. Basic laws are stressed; descriptive chemistry follows, and is deemed secondary in importance to the fundamental theories and laws. (This course is prerequisite to Chemistry 3-4-5-6.) Three hours recitation and quiz, six hours laboratory each week.

Prerequisites: High school chemistry, physics and trigonometry, or any two of these three subjects, or high school chemistry with a grade of "B" or better.

Parallels University of California Chemistry 1A-1B.

3-4. Quantitative Analysis. (3-3)

The principles and methods of quantitative chemistry. Large numbers of illustrative problems are solved. Applications to industrial chemical analysis are studied. Chemistry 3-4 should be elected by

(a) all students majoring in Chemistry, Physics, Pharmacy, Mining Engineering, Metallurgical or Petroleum Engineering; (b) Pre-medical students. One hour lecture, six hours laboratory each week.

Prerequisites: Chemistry 1-2 with a grade of C or better.

Parallels University of California Chemistry 6A-6B.

5-6. Organic Chemistry. (3-3)

Lectures, recitations, laboratory work and problems in an introductory study of the compounds of carbon. For Chemistry 5, two hours lecture and four hours laboratory per week; for Chemistry 6, one hour lecture and six hours laboratory per week. Chemistry 5-6 should be taken by all students majoring in Chemistry, Petroleum Engineering, Sanitary and Municipal Engineering, Pharmacy, or Pre-Medicine.

Prerequisite: Chemistry 1-2 with a grade of "C" or better.

Parallels University of California Chemistry 8-9 if both semesters are taken.

11-12. Elements of Chemistry. (4-4)

An intermediate course in fundamental college chemistry, in which the descriptive phases are emphasized. This subject should be elected by all physical education and home economics majors, and by those desiring a cultural knowledge of scientific matters. Chemistry 11-12 can be taken in partial fulfillment of the science requirements for the Junior Certificate at the University of California. Three hours lecture and recitation and a three hour laboratory period each week.

Prerequisite: Elementary algebra and plane geometry.

Parallels University of California at Los Angeles Chemistry 2A-2B.

15-16. Organic, Medical and Food Chemistry. (3-3)

A course of instruction in the chemistry of carbohydrates, fats, proteins, body tissues, body secretions, medical and pharmaceutical products. Blood and urine analysis. Designed particularly for students looking forward to nursing or pharmacy, or becoming a doctor's laboratory assistant. Recommended for home economics majors. Two laboratory periods of three hours each, one lecture hour per week.

Prerequisite: Chemistry 1-2 or 11-12.

Parallels University of California at Los Angeles Chemistry 10 for 4 units and includes also 2 units of instruction in medical and clinical chemistry.

51. Chemical Principles. (3)

A survey of fundamental science with chemistry applications. This course is particularly designed for those students, who, in increasingly large numbers, pursue a study of fundamental science as an element of general culture rather than as a part of their professional or technical training.

61-62. Chemistry for Nurses. (4-4)

A foundation course in chemistry in which sufficient fundamentals are stressed to furnish a basic course for those students enrolled in the

Curriculum for Nurses. Three lectures per week and one three hour laboratory period. No prerequisites except a sound knowledge of arithmetic.

90-91. Shop Work and Instrument Making. (1-1)

A one unit course each semester consisting of laboratory work in designing and constructing apparatus for lecture demonstration and use in connection with Chemistry 1-2, 3-4, 5-6, and 15-16. Credit will count towards graduation only. Registration in this course by permission of instructor in charge. Three hours per week. No fee.

COMMERCE

Dorothy Esther Klotz, Instructor
Florenze K. Mane, Instructor
D'Alton B. Myers, Instructor
Loyd S. Noble, Instructor

Curricula in Commerce and Business Courses are listed on pages 30-31 for students majoring in Commerce.

The lower division requirements for the College of Commerce at the University of California are listed on pages 38-39 and for College of Business Administration at the University of California at Los Angeles are listed on pages 40-41.

51. Typing. (3)

An introductory course in typewriting designed to give the academic student and other students not enrolled in the secretarial course sufficient skill in typewriting to meet personal needs. This is a foundation course for practical use in business for the secretarial students. Five class periods a week.

52. Typing. (3)

An intensive course in typewriting. A foundation course for practical use in the business world, with emphasis on accuracy in both speed and business forms, such as business letters, legal forms, rough drafts, and tabulation work. Five class periods a week.

Prerequisites: One year of high school typing or Commerce 51.

51-A. Advanced Typing. (2)

Third semester typewriting. Emphasis is placed on speed and accuracy in doing professional work. A complete review of business letters and business forms. Three class periods a week.

Prerequisite: One and a half years or more of high school typewriting or Commerce 51-52.

51-B. Advanced Typing. (1)

Fourth semester typing. The work will be mainly individual, arranged according to the needs of the student. Admission only by consent of the instructor.

53-54. Shorthand. (4-4)

Theory, dictation, transcription. An intensive course in Gregg shorthand. Fundamentals of Gregg shorthand are mastered; emphasis is placed on correct writing technique, principles, and phrase-writing. This course is designed to train stenographers to meet the demands of the business world. Seven hours a week.

Prerequisite: Commerce 53: None.

Prerequisite: Commerce 54: One year of high school shorthand or Commerce 53.

53 A, B, C, D. Advanced Shorthand (3-3-3-3)

A thorough review of the manual with emphasis placed on shortcuts and phrase-writing. Individual work in speed. Five hours per week.

Prerequisite: Commerce 53-54, or 100 word certificate from Gregg, or permission of the instructor.

55-56. Office Practice. (4-4)

An intensive course devoted to the study of secretarial practice, office methods, and procedure. Consideration is to be given to the alphabetic, geographic, subject and numeric systems of filing. It is the purpose of this course to familiarize the student with the use of the various machines commonly found in the modern business office, such as the Comptometer, the Mimeograph, the Ditto, the Monroe Calculator, and the Dictaphone. Business etiquette and ethics will also be a part of the course. The second semester students are given the opportunity to work in business offices for practical office training. Five class periods a week. Students may enroll in this course as beginning students either semester.

57. English for Business. (3)

This course is designed to help students overcome deficiencies in grammar, punctuation, spelling, and diction, which hinder students entering the business world in transcribing correctly and express their thoughts effectively and concisely.

58. Writing in Business. (3)

A careful study of the business letter and the business report. The student will receive instruction and individual supervision in writing the following type letters: application, order, adjustment, sales, credit, and collections. The problems of direct mail advertising and selling will be studied.

Prerequisite: Commerce 57 with a grade of "C".

59. Readings in Business. (3)

A survey of fiction and non-fiction of special interest to students of commerce and business. Special emphasis will be given to biographies of successful business men, and to histories of businesses. Lectures, oral and written reports.

60. Business Mathematics. (2)

An intensive course in arithmetic needed for a successful career in business. Special consideration will be given the following: Commercial Discounts, Interest, Bank Discount, Partial Payments, Property Taxes, Inheritance Taxes, Pay Rolls, Perpetual Inventory, Building and Loan Associations, etc.

61-62. Bookkeeping and Accounting. (4-4)

The equation of modern accounts; theory of debit and credit; classification of accounts; procedure of recording transactions in modern accounting devices; preparation of balance sheets and profit and loss statements.

67. Law for the Layman. (3)

Emphasis is placed on legal problems that every one should know. The course includes courts, trials, marriage and divorce, community property, wills, trusts, succession, mortgages, trust deeds, conditional sales contracts, partnerships, corporations, contracts, sales and agency.

68-69. Business Law. (3-3)

A practical course in the principles of law that affect the business relations of persons, including contracts, sales, agency and insurance. Special emphasis is placed on the study of laws of California that a person should know in order to take care of his everyday business affairs. A study of negotiable instruments, partnerships, corporations, securityship, real property and wills.

71. Store Management and Merchandising. (2)

A course for the young man or woman interested in retailing. Special emphasis is placed on the problems of the independent merchant in meeting existing and probable competition. Store location, organization, and lay-out. Budgeting, stock control, pricing, and mark-up systems. Class discussions, individual projects, collateral readings, and reports.

75. Selling and Advertising. (2)

A basic course in the selling and advertising practices of retailers. Special emphasis is placed on the problems of the independent merchant. How to meet and handle customers. Methods of customer control. Training and improving of salesmen. Advertising: planning the program and measuring the results. Co-ordinating retail advertising and selling. Class discussions, individual projects, class projects, collateral readings, and reports.

81-82. Theory and Problems of Marketing. (3-3)

An intensive study of how goods and services are marketed and sold. Special attention is given to the subjects of merchandising, sales-management, advertising, salesmanship, foreign trade, and marketing statistics. The methods and procedures of successful businesses, both large and small, are studied. Visits are made to large industrial plants

Prerequisite: Economics 14 or Commerce 61 or consent of instructor.

90. Money and Banking. (2)

A course for the young man or woman interested in investment banking, commercial banking, the stock exchange, and the stock exchange business. A survey of the financial institutions of the United States and of the financial and monetary policies of the federal government. Lectures, class discussions, problems, and reports.

95. Investments. (2)

A systematic study of the buying and selling of stocks and bonds from the point of view of the individual investor. New York Stock Exchange, brokerage companies, financial counseling services, Dow Jones indices and reports. Lectures, class discussion, and projects.

ECONOMICS

John E. Kienle, Instructor
Loyd S. Noble, Instructor
Anne H. Rambo, Instructor
Donald V. Spagnoli, Instructor

Preparation for the Major

Required:

1. Economics 1-2
2. At least one of the following year courses:
History 1-2
History 3-4
Political Science 1-2
Philosophy 3-4
Geography 1-2
Psychology 1-2

Recommended:

1. A reading knowledge of French and German.
2. Additional social science courses.
3. Economics 10 or 11.
4. Economics 14-15.

Economics 1-2 is prerequisite to all upper division work in the departments of economics at all the institutions of higher learning in the state.

The lower division requirements for the College of Commerce at the University of California are listed on pages 38-41.

1-2. Principles of Economics. (3-3)

An introductory course dealing with fundamental principles of economics, value, price, wealth, wages, population, and social welfare. An attempt is made to give the student an approach to the economic problems of the day with an intelligent appreciation of the factors which make for sound public policy. Sophomore standing preferred.

Parallels University of California Economics 1A-1B.

10. Economic History of Europe. (3)

A critical survey of economic history of Europe from the earliest historical times to the present. Stresses economic and social movements and developments, such as Manorialism, the Guilds, the Industrial Revolution, the development of cotton and wool industries, the mercantile system, water commerce, and trusts. Emphasis is placed upon the growth and development of English industry.

Parallels University of California Economics 10.

11. Economic History of the United States. (3)

Economic, social and commercial history of the United States from its settlement to the present day. Emphasizes geographical, population, climate and economic factors in development of institutions and organizations, changes occasioned by factory system, mass production, standardization, etc. Industry and business since 1918 is studied intensively.

Parallel University of California Economics 11.

14-15. Elements of Accounting. (3-3)

The equation of modern accounts; theory of debit and credit; classification of accounts; procedure of recording transactions in modern accounting devices; preparation of balance sheets and profit and loss statements.

Parallels University of California Economics 60A-60B.

51. Introduction to Economics. (3)

An introduction to the practical aspects of economics with the idea of better preparing the student to take his place in modern economic society. The major economic problems confronting the people at the present time will be studied.

ENGINEERING

O. Howard Caya, Instructor

C. Leslie Nichols, Instructor

Preparation for the Major

Required:

1. Engineering 6, 7, 8
2. Mathematics 2, 3, 4, 5, 6
3. Physics 1, 2, 3, 4
4. Chemistry 1, 2

Recommended:

1. Mathematics 8, 10
2. Engineering 2, 3
3. Geology 1

1. Instrumental Drawing. (3)

A course which gives training in the manipulation of instruments, application of water color washes and fundamentals prerequisite to work in engineering. Students with matriculation credit in mechanical

drawing cannot take this course for credit. 6 hours weekly.

Prerequisite: Plane Geometry.

2. Machine Drawing. (3)

Design and delineation of simple machine parts in the drafting room, with special emphasis upon the production of drawings which conform with standard practice. Six hours per week.

Prerequisite: Engineering 1 or its equivalent.

Parallels University of California Mechanical Engineering 6.

3. Descriptive Geometry. (3)

An applied science, which treats of the graphic representation of lines, planes, surfaces and solids, and is excellent training in visualization. For students in the College of Mechanics, Mining, and Civil Engineering. Six hours weekly.

Prerequisite: Engineering 1.

6. Plane Surveying. (3)

A course in the fundamentals of surveying for all students of engineering. The measurement of distances by pacing, chaining and the stadia; the use of the Brunton Transit in compass traverses; the computation of area by coordinates; the use and adjustment of Wye and Dumpy levels in differential leveling, level circuits and cross sectioning; the adjustment of the transit and its use in the measurement of angles in vertical and horizontal planes, prolonging lines and the transit traverse. The computation of notes for the staking out of simple curves.

Prerequisite: Plane trigonometry and instrumental drawing.

Parallels University of California Civil Engineering 1A.

7. Plane Surveying. (3)

A continuation of Engineering 6. The principles of the stadia as used in the transit and plane table. The stadia triangulation for "control" of topographical surveys. Topographic mapping with the transit and plane table. Observations on Polaris for latitude and "meridian" with the transit and sextant. Solar observations for latitude and azimuth. The use of the Solar Ephemeris in surveying and navigation.

Prerequisite: Engineering 6.

Parallels University of California Civil Engineering 1B.

8. Materials of Construction. (2)

A study of the structural properties, behavior and adaptability of metals and various building materials.

Parallels University of California Civil Engineering 8.

56. Plane Surveying (3)

An elementary course in plane surveying for students desiring a practical course in this phase of engineering. The measurement of distances by pacing, chaining, and the use of the compass or Brunton Transit in compass surveys; the use and adjustment of instruments including Wye and Dumpy levels, transits, plane tables, sextants, planimeters and drafting machines. The measurement of angles in

vertical and horizontal planes and the computations for the closing of traverses. One hour lecture, three hours laboratory each week.

57. Plane Surveying. (3)

Methods of mapping topography using level and transit. Estimating quantities, computing notes for vertical, simple, and compound curves. Observations on Polaris for latitude and the true meridian with the sextant and transit and the use of the Solar Ephemeris and Polaris tables. One hour lecture, three hours laboratory each week.

60. Slide Rule and Computation. (1)

Lectures and instruction in the use of the slide rule. The circular type, Mannheim, Log-log, log-log trigonometric and stadia slide rules will be explained and used in computation. Estimating, checking and solving problems in computation will be required of the student.

61. Graphic Analysis. (3)

An elementary drawing course accompanied by lectures on the resolution of forces and velocities; the use of graphic methods in the analysis of stresses in simple trusses. One hour lecture, four hours laboratory each week.

ENGLISH

Gerald Nathan Allen, Instructor
Mary Jane Collins Farner, Instructor
May E. Murphy, Instructor

Preparation for the Major

Required:

1. English 1-2 (with an average grade of C).
2. English 5-6

Recommended:

1. One ancient and one modern foreign language in high school
2. Continuation of above in Junior College.
3. Philosophy 3-4.

English A. No Credit.

A review of the fundamentals of writing. English A is offered for the benefit of students who fail the Subject A Examination upon entering college. Any student who is a candidate for junior standing at the University of California, must pass the Subject A examination, which is given as the final examination in this course. The class is adapted as nearly as possible to individual needs, each student working at his own speed upon the particular rules and exercises designed to overcome his deficiencies as indicated in a progressive series of diagnostic and achievement tests. These tests cover such subject matter as capitalization, punctuation, grammar, diction, and effective sentence structure. At the satisfactory completion of the tests, the student may be excused from further attendance in class until the time of the final examination, the Subject A examination.

1-2. Freshman English. (3-3)

A foundation course in composition and in reading, intended to give methods and procedure for further college study. Both the reading and the composition work of the first semester are concerned with exposition, giving particular attention to unity of subject matter, clarity of expression, and precision in diction. Regular written composition is required, in the form of the one paragraph theme, with emphasis upon criticism and revision for more forceful expression. During the second semester the short story, the essay, and the research paper are studied as to purpose and technique of structure, the aim being to stimulate appreciation for creative writing and to develop a skill in preparing the research paper. Book reports are required in both English 1 and English 2 with the intention of acquainting the student with the various forms in which prose literature is produced.

Prerequisite: Passing grade in either the Subject A examination or course.

Parallels University of California English 1A-1B.

5-6. Survey of English Literature . (3-3)

The survey course covering the entire field of English literature from the *Beowulf* to the end of the nineteenth century. Required of all students whose major subject is English and open to all sophomores who have completed English 1-2.

The aim of the course is to familiarize students with the movements, names, dates, and facts which have been significant in the development of English literature and to provide a sound basis for further and more specialized study in British poetry and prose. One hour weekly is devoted to a discussion of the historical and biographical background; two hours weekly are spent in interpretation of important writings. A program of required collateral reading including important plays and novels reinforces the class work.

Prerequisite: Sophomore standing. English 1-2.

Parallels University of California English 56A-56B.

7. The Modern Novel. (2)

An elective course designed to further the knowledge and appreciation of the works of the best modern novelists, and to develop an understanding of the novel as an art form which is an interpreter of the thought and philosophy of the day. A brief historical survey of the novel in English literature is made as preliminary to the main work of the course. Consideration of the student's previous acquaintance with outstanding novels, and of leading references and critical works connected with the novel is made before selecting readings appropriate to the needs and interests of the class. Readings are accompanied by oral and written reports, class discussions, and lectures.

Prerequisite: English 1-2, or consent of instructor.

8. The Modern Drama. (2)

A study of modern plays and playwrights. Representative works of European and American dramatists read with special attention to portrayal of character and sociological problems. Readings, reports, discussions.

Prerequisite: English 1-2.

10. Shakespeare. (2)

A course designed to provide the student with a comprehensive acquaintance with the plays of Shakespeare. About fifteen dramas are assigned for rapid reading. Lectures on the background of the plays are given; class discussions follow the reading assigned.

12. Modern Poetry. (2)

An elective course designed for students who are interested in poetry or those who wish to increase their knowledge and appreciation of poetry. Extensive readings of the work of the chief English and American poets since 1890, and of the work of literary persons and current publications concerned with modern poetry constitute the main work of the class. Oral and written reports, class discussions, and lectures accompany the readings. Occasional papers on special topics of interest selected by students are read. The plan of the course, primarily to further literary appreciation, is informal and flexible, and is readily adapted to interested students of various reading backgrounds. It aims to provide opportunity, if desired, for students to attempt verse-making, and to increase the understanding of modern poetry as an art which is interpreter of thought and philosophy of the time.

Prerequisite: English 1-2, or consent of instructor.

13. Introduction to World Literature. (2)

An elective course designed to stimulate the interest of the student, whether or not his major subject is English, in a wide variety of types of world literature. European and Oriental works are read in translation along with corresponding examples taken from the whole field of English literature. Consistent stress is laid upon the significance of literature as a force in social development, and to this end writing from the fields of history, philosophy, criticism, etc. are included. The aim of the course is to introduce the student to new fields of reading and to broaden his interests for his further intellectual and social development.

14. Modern American Literature. (2)

In this course the field of American literature from 1890 to the present is surveyed. Outstanding writers and the movements in which they play a part are studied. Lectures and class discussion of the text provide the historical background for the students' reading, which is directed to the significant novels, short-stories, plays, biography, and poetry of the period. Each student selects a writer or group of minor figures and reports the results of his special reading. The primary aim of the course is to provide the student with an intelligent acquaintance with the literature of our own country and day in the belief that in the writings of contemporary Americans is to be found an important guide for the interpretation of the national development of the past half-century.

16. Modern Periodical Literature. (2)

An elective course designed for all types of students regardless of grade, speciality, or previous reading background. Extensive read-

ing of articles in current issues of the best magazines, following a brief survey of the entire magazine field, offers a means of acquaintance with thinkers and writers of the time, as well as a comparative basis for determining the relative merits of publications and writers. Numerous oral and written reports, in which accuracy and thoroughness of interpretation and expression are stressed, and class discussions following the readings are a part of the program of the course. The wide variety of subject matter and flexibility of plan allow for development of vital interest, which serves to further the knowledge of thought and life of the present day as presented by the best writers in outstanding periodicals.

18. Independent Reading. (2)

A course designed to supervise an excursion through the various forms of modern literary expression—the better magazine offerings, representative poetry, fiction in the novel and short story, non-fiction in biography and travel. Individual readings will be adapted to the reading background of the students. The time spent on each general division of the course will be governed, within limits, by the interest and inclination of the class. Class periods will be devoted to sharing the benefits of the readings in reports by the students and pertinent discussion by the instructor.

51-52. Language and Life. (3-3)

A course in reading, oral discourse, and the essentials of writing. Emphasis upon literature pertaining to American life: reading for accuracy of comprehension and evaluation of content, individual help in reading for speed. Library work to include individual research upon subject of preferred vocation. Oral work to provide experience in various forms of communication: telephone, conversation, group discussions, panel discussions, group conferences, symposia, etc. Course will include topics of interest, such as local cultural and industrial developments, content of motion picture and radio programs, etc.

FRENCH

Marguerite V. Fox, Instructor

W. C. D. Kerr, Instructor

Preparation for the Major

Required:

1. 16 units of lower division French.
2. A minor in Spanish, German, English, or History, best supplements the work of the major subject.

Recommended:

1. One year or two years of Latin.
2. English 1-2.
3. History 1-2.
4. Philosophy—introductory course.
5. Another language (10 units).

1. Elementary French. (5)

Training and pronunciation with stress on smoothness and proper intonation. Essentials of grammar, conversation, and composition. Reading of elementary prose and some stress placed on French character and customs. May not be taken **for credit** by students who have had two years of high school French. Students who have had one year of high school French receive only 2 units of college credit.

Parallels University of California at Los Angeles French A.

2. Elementary French. (5)

Continuation of French 1. Stress on correct use of verbs in conversation and writing, and accuracy of grammatical detail. Elementary syntax completed. Reading of intermediate texts and the reproduction of simple French.

Prerequisite: French 1 or two years of high school French.

Parallels University of California at Los Angeles French B.

3. Intermediate French. (3)

Thorough review of grammar, composition, translation, and reading. Oral and written resumes to develop fluency and accuracy in idiomatic usage.

Prerequisite: French 2 or three years of high school French.

Parallels University of California at Los Angeles French C.

4. Intermediate French. (3)

Continuation of French 3. Reading of more difficult material representative of the best in French thought. Free written composition and conversation.

Prerequisite: French 3 or four years of high school French.

Parallels University of California at Los Angeles French D.

51. French Culture and Civilization. (3)

A course in the civilization of France and the French. Analysis of the culture and characteristics of the people, and their contribution to the thought of modern times.

52. Conversational French. (3)

A course in contemporary French: practice in the conversation of everyday life, based on a minimum vocabulary; free reading.

GEOGRAPHY

D'Alton B. Myers, Instructor

Lloyd S. Noble, Instructor

Preparation for the Major

Required:

1. Geography 1-2
2. Geology 1-2

Recommended:

1. Botany 1-2

1. Elements of Geography. (3)

A development of the underlying principles of human geography through a study of the main features of the physical environment in their relationship to man's life and activities, particularly as exemplified in type regions; varied map study.

Parallels University of California Geography 1.

2. Regional Geography. (3)

Natural divisions of the world and their utilization under different cultural systems. Systematic regional map studies.

Prerequisite: Geography 1.

Parallels University of California Geography 2.

51. World Geography. (3)

This course includes principles of geography and regional studies. Earth relations, climates, maps, and effect of earth features and other natural phenomena on forms of life are studied. The geography of Europe, Asia, Africa, North America, South America, and Australasia is considered in some detail.

55. Economic Geography. (3)

The geography of the more important products or farm, range, forest, mine, river, and sea; the development and localization of industries; continental and oceanic trade routes; the character and direction of trade; the independence of the great consuming and producing regions of the world. Lectures, problems, and readings.

GEOLOGY

Clement D. Meserve, Instructor

Preparation for the Major

Required:

1. Chemistry 1-2.
2. Physics 5-6.
3. Engineering 6-7.
4. Geology 1-2.
5. Mathematics 2.
6. Paleontology 1.

Recommended:

1. A reading knowledge of both French and German.
2. Chemistry 3-4 for students going into petrological, mineralogical, or economic lines.
3. Art 5.

1. General Geology. (3)

Dynamic and Structural Geology. A general study of the earth, its materials, structures, and the processes, internal and external, which

2. Chemistry 1-2
3. History 1-2, or 3-4

1. Elements of Geography. (3)

have aided in determining its present form, and are still at work. Three lectures per week, and three or more half day field trips.

Recommended prerequisite: One year of high school physics or chemistry.

Parallels University of California Geology 1A.

2. General Geology. (3)

Historical. A general study of the origin of the earth, its geological history, sequence of formations, and types of life represented in each period. Three lectures per week and three half day field trips.

Prerequisite: Geology 1.

Parallels University of California Geology 1B.

51-52. Geological Science Survey. (3-3)

A general cultural study of the earth sciences stressing the scientific approach. Emphasis on the major features of the earth, its weather, climate and the principles of physiography. Practical study of topographic and weather maps and of the more important minerals and rocks. Elements of Prospecting. The second semester will emphasize the study of vulcanism, earthquakes and the principles of petroleum and mining engineering. Emphasis on the practical importance of geologic activities in engineering, economic and governmental problems. The methods of geological study.

GERMAN

Herman H. Wiebe, Instructor

Preparation for the Major.

Required:

1. 16 units of lower division German.
2. A minor in French, Spanish, English, or History, best supplements the work of the major subjects.

Recommended:

1. English 1-2.
2. History 1-2.
3. Philosophy—introductory course.
4. Another language (10 units).

1. Elementary German. (5)

Training in accurate pronunciation through daily drill; elementary grammar and sentence structure. Reading and reproduction of simple graded prose. This course may **not** be taken **for credit** by students

who have had two years of high school German. Students who have had one year of high school German receive only 2 units of college credit.

Parallels University of California at Los Angeles German A.

2. Elementary German. (5)

Continuation of German 1. Completion of elementary grammar essentials. Reading and interpretation of prose of increasing difficulty. Conversation, diction, composition. Some knowledge of German tradition and character in folk-lore; essential geographical and historical data concerning German peoples stressed.

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

Parallels University of California at Los Angeles German B.

3. Intermediate German. (3)

Review of elementary grammar and an advanced study of syntax, idioms, and sentence structure with formal composition. Word analysis. Intensive reading of modern prose, with rapid reading of simple stories or plays.

Prerequisite: German 2 or three years of high school German.

Parallels University of California at Los Angeles German C.

4. Intermediate German. (3)

Continuation of German 3. Reading and interpretation of more difficult prose. Increasing stress on conversation and free composition.

Prerequisite: German 3 or four years of high school German.

Parallels University of California at Los Angeles German D.

51. German Culture and Civilization. (3)

A course in the civilization of Germany and the Germans. Analysis of the culture and characteristics of the people, and their contribution to the thought of modern times.

52. Conversational German. (3)

A course in contemporary German; practice in the conversation of everyday life, based on a minimum vocabulary; free reading.

HISTORY

John E. Kienle, Instructor
Anne H. Rambo, Instructor
Donald V. Spagnoli, Instructor

Preparation for the Major

Required:

1. History 1-2.
2. Economics 1-2 or
3. Geography 1-2.

Recommended:

1. Political Science 1-2.
2. All students who intend to take upper division courses in history are advised to acquire a reading knowledge of at least one of the following languages before they reach their junior year: French, German, Italian, Latin, Spanish.

Introductory Courses

History 1-2 is open to freshmen and sophomores. History 3-4 is designed for sophomores and is not open to freshmen. All other courses are open to freshmen and sophomores.

All courses are organized to give supplementary instruction in historical geography, map work, bibliography, the use of the library, and methods of historical study.

1-2. History of Western Europe. (3-3)

The growth of western European civilization from the decline of the Roman empire to the present time. An introduction to the study of history, giving a general perspective of the development of those political, economic and social institutions which explain our present day civilization.

Parallels University of California History 4A-4B.

3-4. History of the Americas. (3-3)

A general survey of the history of the western hemisphere from the discovery to the present time. The planting of European civilization in the western hemisphere, the growth of the colonies of the different nations, colonial systems, the international contest for the continents, the wars of independence in English-America and Hispanic-America, the development of independent American Republics, their relations with each other and with the rest of the world.

Parallels University of California History 8A-8B.

7-8. Survey of Man's Social and Economic Developments. (3-3)

The world in which we live today explained through the study of the progress of civilization. Emphasis placed upon the economic and social experiments attempted and their effects upon our present social, economic, and political organizations.

Two periods per week devoted to lecture and discussion on past history; one period to current history with emphasis upon the relationship between past and present events.

12. Pacific Coast History. (2)

A survey of the political, constitutional, economic, and cultural phases of the history of California, Oregon, Washington, and Alaska, and their present day relations to the rest of the world.

Parallels University of California at Los Angeles History 39.

51-52. Survey of Man's Social and Economic Developments. (3-3)

The world in which we live today explained through the study of the progress of civilization. Emphasis placed upon the economic and

social experiments attempted and their effects upon our present social, economic, and political organizations.

Two periods per week devoted to lecture and discussion on past history; one period to current history with emphasis upon the relationship between past and present events.

HYGIENE

Helen W. Cox, Instructor
James L. Jonas, Instructor
Winifred Champlin Page, Instructor
Sam A. Tenison, Instructor

1. Health Education. (2)

The course consists of a consideration of the health problem and its effect on the quality of human life. The effect of exercise and fatigue, prevention in specific diseases, the hygiene of the circulatory system, the excretory system, the respiratory system, the nervous system, and nutrition. One semester is required of all students for graduation.

JOURNALISM

James P. Beasom, Instructor

1-2. Journalism. (2-2)

A course designed to give the student (1) an understanding of the modern newspaper, and (2) practice in news writing. Representative American papers published in different sections of the country are studied and the weekly college paper is produced by the class. Readings and class reports acquaint the student with the lives of great journalists and the history of newspaper development. Readings, reports, discussions and news writing.

Prerequisites: (1) Consent of instructor; (2) English 1-2 unless by special permission.

3. Journalism. (2)

Advanced work in journalism for journalism majors, designed to give practical application of the principles of journalism on not only the school paper, but also city papers. Readings, reports, discussions, and news writing.

Prerequisite: Permission of instructor.

60. Feature Writing. (2)

Lectures on and practice in preparing articles for newspaper and magazine publication. The field for feature articles; study of newspaper and magazine articles; writing the article; appeal and purpose; structure and style; preparation of manuscript.

Prerequisite: Journalism 3.

LAW

Loyd S. Noble, Instructor
Elmer T. Worthy, Instructor

Pre-Legal students are advised to follow the Pre-Legal Curriculum as outlined on page 44.

1. Elementary Law. (3)

History and development of law. Nature of sovereignty, the Roman law, common law, fundamental concepts of justice, legal rights and duties, the courts, doctrine of stare decisis, nature of property and property rights.

18. Commercial Law. (3)

A practical course on the principles of law that affect the business relations of persons, including contracts, sales, agency and insurance. Special emphasis is placed on the study of the laws of California that a person should know in order to take care of his every day business affairs.

Parallels University of California Jurisprudence 18A.

19. Commercial Law. (3)

A continuation of 18. A study of negotiable instruments, partnerships, corporations, securityship, real property and wills.

Prerequisite: Law 18.

Parallels University of California Jurisprudence 18B.

67. Law for the Layman. (3)

Emphasis is placed on legal problems that every one should know. The course includes courts, trials, marriage and divorce, community property, wills, trusts, succession, mortgages, trust deeds, conditional sales contracts, partnerships, corporations, contracts, sales and agency.

LIBRARY SCIENCE

Esther Ramont Nichols, Instructor

Students who plan to enter a library school should select an academic program which is well rounded in such departments as English, modern languages, and social science. A knowledge of typing is imperative.

It is possible for students to enter certain library schools, for a one year course, after completing two years of study at the Junior College.

A special credential is required of high school librarians in California, with qualifications similar to those of the high school teacher. To meet these requirements, a four-year course leading to the A.B. degree must be completed, including the work in education, before entering a library school.

1. Library Science. (3)

The study of the use of books and libraries with special attention to reference aids, such as the card catalog, dictionaries, encyclopedias, indexes, yearbooks, etc. Practical experience in the routine of the Junior College Library is an important phase of the course. Instruction includes discussion of classification, cataloging, subject headings, and filing, with practical problems in book selection and order routine. Three hours of lecture and five hours of laboratory work a week.

Prerequisite: Consent of instructor.

MATHEMATICS

Burgoyne L. Griffing, Instructor
Charles H. Harrington, Instructor
Clement D. Meserve, Instructor
C. Leslie Nichols, Instructor

Preparation for the Major

Required:

1. Mathematics 2, 3, 4, 5, 6.

Recommended:

1. Physics.
2. Astronomy.
3. Reading knowledge of French, Italian, and German.

1. Intermediate Algebra. (3)

Fundamental laws, curve plotting, linear equations, negative and fractional indices, quadratic equations, arithmetic and geometric progressions, the binomial theorem, and logarithms. Students who have two entrance units in algebra may not receive college credit for this course. Students who have one and one-half entrance units in algebra may receive only 2 college credits for this course.

Prerequisite: One year of high school algebra.

2. Trigonometry. (2)

An elementary course, including high school plane trigonometry with practical applications. Trigonometric functions, the right triangle, functions of multiple angles, trigonometric equations and identities, radians, inverse functions, the oblique triangle, logarithms, calculations and trigonometric analysis. Students who have entrance credit in trigonometry may not receive college credit for this course.

Prerequisites: High school plane geometry and either 1½ years of high school algebra or Mathematics 1.

3. Plane Analytic Geometry. (3)

A study of the equations representing the straight line, circle, ellipse, and other conic sections as the locus or equations of first and second degree in rectangular coordinates; methods of writing equa-

tions for tangents and normals to circles and conic sections. Polar coordinates and transformation of coordinates.

Prerequisites: Two years of high school algebra, plane geometry and trigonometry, or Mathematics 1 and 2.

Parallels University of California Mathematics 3A.

4. Differential Calculus. (3)

The study of functions, algebraic and transcendental and their classification. The derivative defined; its practical use in obtaining velocities and acceleration values in non-uniform straight line and curved line motion; and in obtaining maximum and minimum values useful in design. The differential, and infinitesimal and its use in forming derivatives. The use of the first and second derivative in rapid curve tracing.

Prerequisite: Mathematics 3.

Parallels University of California Mathematics 3B.

5-6. Integral Calculus, Solid Analytical Geometry and Infinite Series. (3-3)

A study of integration in the indefinite and definite integral. Applications of the definite integral in the determination of areas, volumes, centroids and moments of inertia. The study of surfaces in the geometry of space; partial differentials, multiple integrals and infinite series.

Prerequisite: Mathematics 4.

Parallels University of California Mathematics 4A-4B.

8. College Algebra. (3)

A review of fundamental processes of algebra and advanced work in progression, determinants, theory of equations, partial fractions, permutations and combinations, logarithms, probability, and infinite series.

Prerequisite: One and one-half years of high school algebra or Mathematics 1, and Mathematics 2.

Parallels University of California Mathematics 8.

10. Spherical Trigonometry. (1)

A study of the spherical right triangle, Napier's rule of circular parts, the oblique spherical triangle. Napier's analogies. Application of trigonometry to the astronomical triangle solving for latitude, azimuth and time; the use of the ephemeris of the sun and polaris with sextant and transit observations on the sun and polaris.

Prerequisite: High school plane trigonometry or Mathematics 2.

MUSIC

Irene Maddocks Pattison, Instructor
Harland Otis Shennum, Instructor

Preparation for the Major

Required:

1. Music 1-2, 3-4, 5-6, 7-8.

Recommended:

1. Related courses in English.
2. History 1-2.
3. Foreign languages, particularly French and German.
4. Philosophy 3-4.
5. Physics 5-6.

1-2. Solfegge. (2-2)

Basic course for all students of both instrumental and vocal music. Extensive drill in sight reading, ear training and melodic dictation.

3-4. History and Appreciation of Music. (3-3)

A study of the development of form and style in music through lecture, illustration and readings with regard to the structure and esthetics of musical compositions. The course also assists in a better understanding of music literature. The historical development of music through to the contemporary composers is taken up in conjunction with the study of their works. Either semester may be taken first.

5-6. Harmony. (3-3)

One year course in the study of materials used in music both diatonic and chromatic. Deals with chord relationships and progressions. Harmonization of melodies by section and phrase with the use of embellishing tones. Emphasis is placed on rhythmic principles governing harmonizations. Common chord and common tone modulation. Allied chords and modulations. Use of the augmented Sixth chords.

Prerequisite: Music 1-2. (May be taken concurrently)

7-8. Counterpoint. (2-2)

Fundamental principles of good melody. Strict Counterpoint in all orders; two, three, and four voices. Free or modern counterpoint: note to note; second order; two or more notes to one admitting unharmonized dissonances either as changing notes, passing notes, retardations or suspensions.

11-12-13-14. Chorus. (1-1-1-1)

Studies in the appreciation and performance of standard choral literature with special emphasis placed upon principles of part singing, vocal control, expression, diction, phrasing, and breath control. Development of ability to interpret printed page. Give training in public appearance.

15-16-17-18. A Cappella Choir. (1-1-1-1)

Emphasis on singing technique, repertoire, and public performance. A wide variety of music from Praetorius to the modern literature is studied. Assist in annual school opera. Open to all students by tryout.

21-22-23-24. Voice Training. (1-1-1-1)

Study of the principles of correct tone production and application of same to the simpler songs and ballads in English. Poise and diction stressed. Much individual singing and class discussion. Course

planned toward the development of individual accomplishment. Style, tone color and interpretation are stressed.

31-32-33-34. Orchestra. (1-1-1-1)

Standard symphonic literature studied. Appears at the annual school opera, many school functions and the Annual Spring Junior College Festival. Open to all students.

41-42-43-44. Band. (1-1-1-1)

The better literature for modern bands is studied. Beginners admitted by arrangement with the instructor. Functions at all school athletic events. Open to all students.

53-54. History and Appreciation of Music. (3-3)

A study of the development of form and style in music through lectures, illustration and readings with regard to the structure and esthetics of musical compositions. The course also assists in a better understanding of music literature. The historical development of music through to the contemporary composers is taken up in conjunction with the study of their works. Either semester may be taken first.

61-62. Instrumental Training. (1-1)

Elementary instruction on all string and wind instruments. Stress is placed upon proper tone production, simple technique, and ensemble playing. Fundamental principles of transposing, arranging and conducting are also given.

71. Trio. (1)

Class for vocal trios to be trained for public appearance with special emphasis placed on phrasing, diction, interpretation, and stage presence. Two hours per week.

Prerequisite: Consent of Instructor.

73. Male Quartet. (1)

Class for training male quartets for public appearance. Special emphasis is laid on blending tone quality, interpretation, phrasing, and diction. Two hours per week.

Prerequisite: Consent of Instructor.

75. Instrumental Quartet. (1)

Quartet for string or woodwinds. Study of suitable material for public appearance with emphasis on phrasing, interpretation, and tone quality. Two hours per week.

Prerequisite: Consent of Instructor.

PALEONTOLOGY

Clement D. Meserve, Instructor

Preparation for the Major

Required:

1. Botany 1-2 or Zoology 1-2.

2. Geology 1-2.
3. Paleontology 1.
4. High school chemistry and physics.

Recommended:

1. Chemistry 1-2.
2. A reading knowledge of both French and German.

1. General Paleontology. (3)

A general study of the history of life on the earth with particular reference to the principles of and evidences for organic evolution. Three lectures or recitations each week and three field trips.

Parallels University of California Paleontology 1.

PHILOSOPHY

Ralph Leslie Johns, Instructor

Preparation for the Major

Required:

1. Philosophy 1-2.
2. Philosophy 3-4.
3. Logic (U. C. Philosophy 12).

Recommended:

1. Foreign Languages.
2. Social Sciences.

3-4. History of Philosophy. (3-3)

The development of philosophical theories from the early Greek period to the end of the eighteenth century, with a brief outline of philosophical movements of the nineteenth century. Attention will be given throughout to the relations of philosophy with social and political conditions and with science, literature and religion.

Sophomore standing preferred.

Parallels University of California Philosophy 10A-10B.

51. Applied Philosophy. (3)

A survey of a selected list of topics in ethics, logic, aesthetics and metaphysics, with emphasis upon the practical applications of thought to everyday problems. Problems, projects, discussions, lectures, and collateral reading

PHYSICAL EDUCATION FOR MEN

James L. Jonas, Instructor

Sam A. Tenison, Instructor

Preparation for the Major

Required:

1. Chemistry 1.

2. Zoology 3.
3. Psychology 1.
4. Hygiene 1.

Recommended:

1. Speech 3-4.
2. Economics 1-2.
3. Psychology 2.

Physical Education is required of all freshmen and sophomore students regardless of the course in which they are majoring. Medical examination by the school physician is required of all students.

Freshmen and sophomore men are classified for the work in physical education on the basis of their physical efficiency determined by tests. Men qualified for the Athletic Division may enroll for the regular work in any of the following sports: football, basketball, track, baseball, boxing, wrestling, golf, tennis, handball, and gymnastics. Men failing to qualify for heavy athletics will be assigned to work adapted to their special needs.

1-2. Freshmen Gymnastics. ($\frac{1}{2}$ - $\frac{1}{2}$)

A minimum of two hours each week, including corrective and postural work, general gymnastics, and class athletics.

3-4. Sophomore Gymnastics. ($\frac{1}{2}$ - $\frac{1}{2}$)

A minimum of two hours per week throughout the year. Men transferring to varsity athletic squads must transfer back to original class at close of athletic season in order to obtain credit for the course.

11. Social Dancing. ($\frac{1}{2}$)

A class for beginners only. Open to men and women. This class meets once a week for two hours.

PHYSICAL EDUCATION FOR WOMEN

Helen W. Cox, Instructor
Winifred Champlin Page, Instructor

Preparation for the Major

Required:

1. Chemistry 11-12.
2. Zoology 3.
3. Psychology 1-2.
4. Social Arts 25.

Recommended:

1. Music 3-4.
2. Speech 7-8.

Two hours per week is required of all women students.

1. Freshman Formal Gymnastics. (½)

Danish and Swedish gymnastic exercises with marching and games.

2. Beginning Sports. (½)

Volleyball, basketball, hockey, baseball in season. Instruction in fundamental technique for those who have not had these activities.

3. Intermediate Sports. (½)

Volleyball, basketball, hockey, baseball in season. Development of technique. Matches and tournaments.

4. Beginning Tennis. (½)

Fundamental strokes and practice for beginners.

5. Intermediate Tennis. (½)

Only for those who have had beginning tennis and can pass an examination in fundamental strokes. Instruction in umpiring, doubles and singles tactics.

6. Beginning Rhythmic Activities. (½)

Simple clogs and athletic rhythms.

7. Intermediate Rhythmic Activities. (½)

Clogs and taps.

8. Beginning Folk Rhythms. (½)

Folk dances of all nations with some discussion of costumes.

9. Adapted Activities. (½)

A class for the student whose medical examination indicates that she should take restricted activities.

10. Social Sports. (½)

Badminton, ping-pong, and deck tennis for fourth semester students recommended by the Department of Physical Education.

11. Social Dancing. (½)

A class for beginners only. Open to men and women. This class meets once a week for two hours.

12. Beginning Swimming. (½)

Correct breathing, body balance and elementary strokes and diving.

13. Intermediate Swimming. (½)

Recreational swimming with instruction in advanced strokes.

20. Leadership. (2)

Discussion of the principles governing the choice of activities. Study of technique and rules. Organization and leadership of activities.

PHOTOGRAPHY**B. L. Griffing, Instructor****51. Photography. (2)**

Exposing, developing, printing and enlarging; illumination of subjects; portrait photography; color photography; filters, lenses and cameras; applications of photography to scientific work. 1 hour lecture, 1 three hour laboratory period.

PHYSICS**B. L. Griffing, Instructor**
Charles H. Harrington, Instructor**Preparation for the Major**

Required:

1. Physics 1-2, 3-4.
2. Chemistry 1-2.
3. Mathematics 2, 3, 4, 5, 6.

Recommended:

1. Mathematics 8.
2. A reading knowledge of French and German.

1-2. General Physics. (3-3)

Heat, sound and mechanics. A study of the laws of motion, dynamics, statics, properties of matter, molecular nature of heat, laws of heat transfer. A study of the fundamental laws of sound and musical tone; acoustics of buildings; modern applications to theory of sound.

Only engineering students and science majors should enroll in Physics 1-2.

Prerequisite: High school physics or chemistry, and trigonometry (trigonometry may be taken concurrently).

Parallels University of California Physics 1A-1B.

3-4. General Physics. (3-3)

Continuation of Physics 1-2. Electricity and light. The laws of magnetic fields, the laws and measurements of current flow and potential difference; Ohms law and electromagnetism and induced currents; conduction of electricity through gases, ferromagnetism; radio activity; laws of illumination; photometry, measurement of wave length; spectroscopy. A short survey will be made of some of the tendencies in modern physics.

Prerequisite: Physics 1-2 with a grade of C or above.

Parallels University of California Physics 1C-1D.

5-6. General Physics. (4-4)

A study of properties of matter, mechanics, heat, sound, light,

electricity and magnetism. Lectures, demonstrations, problems and laboratory work. Required for pre-medical students. Elective for liberal arts students. Students desiring a general knowledge of physics should enroll in this course. Only engineering students and science majors should enroll in Physics 1-2, 3-4.

Prerequisite: High school physics or chemistry, and trigonometry (trigonometry may be taken concurrently).

Parallels University of California Physics 2A-2B, 3A-3B.

51. Physical Principles. (3)

A survey of fundamental science with physics applications. The form and content of this course have been chosen so as to make appeal to the imagination and intellectual interests of those who are not destined for a scientific career, but who desire to understand something of the intellectual progress of recent years and to gain some knowledge of the fundamental physical sciences upon which much of our present-day civilization is based.

52. Mechanics. (3)

A course of the engineering type similar in scope to Physics 1, but with emphasis put on applications of stress analysis to problems in aviation and civil engineering.

Prerequisite: High school physics or Physics 51, and trigonometry.

61. Radio Engineering. (3)

Fundamental laws of direct and alternating currents; characteristics of vacuum tubes; circuit theory.

Prerequisite: High school physics and 3 years of mathematics.

62. Radio Engineering. (3)

Applications of principles of radio to public address systems, transmitters, and various kinds of receivers.

90-91. Shop Work and Instrument Making. (1-1)

A course consisting of laboratory work in designing and constructing apparatus for lecture demonstration and use in connection with Physics 1-2, 3-4, and 5-6. A student will be eligible for two units in this course and the credit will count toward graduation only. Registration in this course is subject to the approval of the instructor.

92-93. Radio Measurement. (1-1)

A course covering experiments in radio and electrical measurements. Three hours.

PHYSIOLOGY AND ANATOMY

Ernest W. Hawkes, Instructor

51-52. Physiology and Anatomy. (4-4)

This course covers the essential features of the structure and functions of the systems of the human body. It is presented by lectures, text assignments, and the use of skeletons, charts, and models.

The dissection of the rabbit and cat furnish correlation for the study of human structure.

Required of all students in the nursing curriculum.

Prerequisite: High School Chemistry or Physiology.

POLITICAL SCIENCE

John E. Kienle, Instructor
Elmer T. Worthy, Instructor

Preparation for the Major

Required:

1. Political Science 1-2.
2. Political Science 3-4.

Recommended:

1. Economics 1-2.
2. History 1-2.
3. Law 1.
4. Psychology 1-2.

1-2. Comparative Government. (3-3)

Study of the origin and development of the state; its organization, function and chief problems, with emphasis placed on the study of the Government of Great Britain and her dominions, France, Italy, Russia, Germany and Switzerland.

Parallels University of California at Los Angeles Political Science 51A-51B.

3-4. American Government. (3-3)

A study of principles and problems in relation to the organization and functions of the American system of government. A survey of the organization and functions of the national government with special attention to the features and the principles of the Federal Constitution. Some features of the organization of state and local governments will be briefly considered.

Students who have credit for Political Science 5 should not enroll in Political Science 3-4. Duplication of material studied will result in deduction of units.

Parallels University of California at Los Angeles Political Science 3A-3B.

5. American Political Ideals. (2)

This, or a similar course, must be taken by all students graduating from a four year institution of higher learning in the State of California, and by all teachers before receiving a certificate to teach. The background of American institutions, the Constitution studied from the historical, philosophical and analytical points of view.

No credit is allowed for Political Science 5 if the student has already taken Political Science 3.

Parallels University of California at Los Angeles American Institutions 101.

PSYCHOLOGY**Ralph Leslie Johns, Instructor****Preparation for the Major**

Required:

1. Psychology 1-2.
2. Zoology 1-2.

Recommended:

1. French and German.
2. Chemistry and Physics.

1-2. General Psychology. (3-3)

A systematic treatment of various reactions, traits, and tendencies; reflexes, instincts, feelings, emotions, intelligence, memory, imagination, perception, personality, etc. Lectures, collateral reading, laboratory demonstrations, and frequent quizzes.

Sophomore standing preferred.

Parallels University of California Psychology 1A-1B.

51. Applied Psychology. (3)

The application of psychology in the home, the school, business, industry, professional and semi-professional activities, political life, social life, and mental hygiene. Problems, projects, lectures, discussions and collateral reading. Open to all students but particularly recommended for curricula in nursing, commerce, home economics, social arts, pre-legal, pre-medical, and students desiring a workable knowledge of psychology.

SOCIAL ARTS**Emma M. Ueland, Instructor****Preparation for the Major of Household Arts**

Required:

1. High school chemistry.
2. Social Arts 11-12.
3. Art 3-4.
4. History 1-2.

Recommended:

1. High school courses in clothing, freehand and mechanical drawing, and physiology.
2. Anthropology 1A-1B (University of California).
3. Economics 1-2.
4. Psychology 1-2.
5. Latin, French, Italian, Spanish, or German.

Preparation for the Major of Household Science

Required:

1. Chemistry 1-2.

2. Economics 1-2.
3. Social Arts 21-22.

1. The American Home. (2)

The purpose of this course is to present to women students and assist them in putting into practice the highest ideals of woman's part in the scheme of living. The scope of the course is planned to be wide enough to touch the individual needs of each student. Such phases of life as women's part of home making, family relationships, the art of entertaining, correct social usages and the practicing of certain manners and customs are studied. Situations which will arise in life are invented and ways of meeting these situations worked out. A history of home life in various foreign countries as well as in our own is studied and some interesting foreign customs introduced into class functions of a social nature.

2. Home Furnishing. (2)

A study of house planning and furnishing in accordance with structural art principles. The historic, artistic, economic and sanitary phases are emphasized and problems of selection and arrangement of furniture, draperies, rugs, pictures, and decorative objects studied. A study is made of period furniture and of historic decorative accessories.

3. Art in Dress. (2)

This course aims to stimulate students to observe the costume needs of various types of people and to give the student an appreciation of historic costumes. It includes the study of women's costumes from the historic, artistic, and economic view points. Historic costumes from the earliest times to the modern are used as inspirations in costume design. Modern costumes are designed, taking into consideration personality, build and coloring. An analysis is made of each student as to colors and lines which she should wear. A study is made of the selection of appropriate ready-to-wear garments from the shops.

4. Handicrafts. (2)

This course aims to stimulate students to observe and appreciate art in the fields of textiles and crafts. The historic, economic, as well as artistic phases are studied. The principles of color, line, and design are applied to household accessories as well as to wearing apparel. The application of the following processes: batik, weaving, leather tooling, book binding, wood carving, stenciling, wool embroidery, etc., are used in the construction of simple craft problems.

11-12. Clothing. (3-3)

The evolution of typical forms in clothing and household articles; the study of kinds and qualities of materials for different uses; typical forms of clothing; artistic appreciation through design; pattern and color in materials, clothing industries and clothing standards in relation to the economic and social life of the community.

Parallels University of California Household Art 1A-1B.

21-22. Elementary Food Study. (3-3)

The principles involved in food selection, preparation, and preserva-

tion. Analysis of recipes and standard products. The composition and general properties of food stuffs.

Prerequisite: High school chemistry.

Parallels University of California Household Science 1A-1B.

25. Elements of Nutrition. (3)

The principles of nutrition and their application to the feeding problems of everyday life. Discussions of metabolism and feeding experiments for testing biological efficiency of different types of food materials. Attention is given to recent literature bearing upon problems in dietetics, upon growth, and upon normal and subnormal nutrition.

26. Food Study for Nurses. (3)

This course includes food preparation and menu making, emphasizing a study of hospital trays, and special diets. Planned especially for nursing students.

31. Home Citizenship. (1)

This is a study of men's part in home making. Its purpose is to present to men students the highest ideals of the American home of today. Such phases of life as family relationships, spending the family income, the art of being a host, correct social usages, and the practicing of certain manners and customs are studied. This course aims to meet the individual needs of every male student in a practical way.

41. Clothing Selection. (1)

This course aims to develop good taste in dress. Art principles are emphasized in the study of line and color in costume; and in the use of fabric. Personality types are studied. Practical problems of the clothing budget, dressing on a limited income, and shopping suggestions are also part of the course. Individual problems are given consideration. This course is planned especially for students who are not taking other clothing courses.

60. Family Relations. (2)

A course in the art and science of family life. Such topics as friendships, personality adjustments in marriage, social and economic responsibilities of family members. Sex hygiene will be discussed.

65. Domestic Management. (2)

A systematic study of the problems of domestic management designed to meet the needs of students who will soon have homes of their own, and also for those who are working for their room and board. It will deal with practical home problems, such as: cleanliness and sanitation, modern equipment, meal planning and table service, time and money budgeting, relationship of employer and employee and other subjects of special interest to the home maker. Field trips and demonstrations by experts.

71. Clothing Clinic. (2)

A lecture and laboratory class in clothing. The lecture period will

be devoted to developing an understanding of the principles of good taste in dress. The laboratory period will include making over, designing and planning clothes. As much individual supervision as possible will be given.

72. Pattern Making. (2)

This course includes flat pattern work, drafting and draping on figures. Its purpose is to develop in the student an understanding of foundation figure construction to the extent that she will not be dependent upon commercial patterns.

SOCIOLOGY

John E. Kienle, Instructor

51. Introduction to Sociology. (3)

This course is a study of the present-day functions of the group life of individuals, such as recreational, occupational, racial, and community groups; and the individual's relationship to these and similar groups.

SPANISH

Leroy T. Herndon, Instructor

W. C. D. Kerr, Instructor

Preparation for the Major

Required:

1. 16 units of lower division Spanish.
2. Stanford and the University of Southern California recommend two years of Latin in the high school. The University of California requires it. It must be taken in the high school, as the universities are not offering elementary Latin.
3. English 1-2.

Recommended:

1. History of Spanish-speaking countries.
2. Additional Latin.
3. Related courses in other literatures.
4. Courses in French, German, Italian. A minor in another language is strongly advised.
5. A thorough course in English grammar.

1. Elementary Spanish. (5)

The elements of grammar, composition, and conversation, with drill in pronunciation. May **not** be taken **for credit** by students who have had two years of high school Spanish. Students who have had one year of high school Spanish receive only 2 units of college credit.

Parallels University of California at Los Angeles Spanish A.

2. Elementary Spanish. (5)

Spanish 2 is a continuation of Spanish 1. It furthers the study of grammar, adding much in conversation and reading knowledge. Special emphasis is placed on idioms and oral work.

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

Parallels University of California at Los Angeles Spanish B.

3. Intermediate Spanish. (3)

Reading, translation, and interpretation of Spanish texts. Much practice in oral and written resumes of reading, character sketches, etc. Grammar review.

Prerequisite: Spanish 2 or three years of high school Spanish.
Parallels University of California at Los Angeles Spanish C.

4. Intermediate Spanish. (3)

A continuation of Spanish 3. Reading of more advanced texts and grammar.

Prerequisite: Spanish 3 or four years of high school Spanish.
Parallels University of California at Los Angeles Spanish D.

5. Advanced Spanish. (3)

Advanced grammar review, class and supplementary reading of Spanish texts, practice in conversation.

Prerequisite: Spanish 4.

Parallels University of California at Los Angeles Spanish 50A.

51. Spanish Culture and Civilization. (3)

A course in the civilization of the Spanish-speaking peoples. Analysis of their culture and characteristics, and their contribution to the thought of modern times.

52. Conversational Spanish. (3)

A course in contemporary Spanish: practice in the conversation of everyday life, based on a minimum vocabulary; free reading.

SPEECH

James P. Beasom, Instructor

Richard B. Lewis, Instructor

1. Fundamentals of Expression. (2)

A study of the principles governing voice quality, articulation and clarity of expression. The means to effective speech will be studied in lecture sessions. In small laboratory sections the student will work to analyze and to correct his individual speech problems. Recordings will be made twice during the course. Students who need this work may be transferred to this course by the instructors in Speech 3.

2. Oral Interpretation. (2)

A continuation of Speech 1 with stress upon reading aloud from prose, poetry and plays. Choral reading of poetry and group reading of plays will be done in addition to individual reading. Speaking and reading for radio and public address systems will be practiced.

Prerequisite: Speech 1 or permission of the instructor.

3-4. Public Speaking. (3-3)

A study of the fundamental principles of speech preparation, and of simple and direct speaking. Practice in outlining speech material and in presenting from the platform extemporaneous speeches. (Students interested in inter-collegiate extemporaneous and oratorical contests will be given special assistance.)

Parallels University of California Public Speaking 1A-1B.

5-6. Argumentation and Debating. (3-3)

The application of the rules of evidence and of inductive and deductive reasoning to public debate and discussion. Practice in gathering materials, in briefing, and in preparation of speeches for inter-collegiate debating.

Prerequisite: Permission of the instructor.

Parallels University of California Public Speaking 5A-5B.

7. Introduction to the Theater. (3)

A general introductory course offering foundation study for acting and play production, but with stress upon appreciation and enjoyment of the modern stage and motion pictures. Play reading and evaluation with concentration upon the contemporary period. An introduction to acting and a practical study of general body control for social poise and for acting. Discussions and research in theories of play production. Field trips. Introduction to stage make-up.

8. Techniques of Dramatic Production. (3)

A critical and experimental study of the actor's craft. Preparation of plays for production including how to study a play, how to cast, how to plot action, how to plan sets, properties and lighting. Stage organization and management. Advanced study of make-up. Each student will produce at least one scene for public presentation and will act in several plays. Designed primarily for drama majors and minors.

Prerequisite: Speech 7.

61-62. Repertory Acting. (2-2)

Open to a limited number of advanced students. Plays will be prepared for presentation in the community.

Prerequisite: Speech 7-8 or consent of instructor.

Note: The courses in drama are planned to give students an introduction to the theater. Work in the department is not primarily intended to train students for the professional stage, but experience and knowledge which are essential to a theatrical career can be acquired. Emphasis is placed upon training for non-professional theater work and enjoyment of stage and screen productions through a trained appreciation.

STAGECRAFT

Leroy T. Herndon, Instructor

Richard B. Lewis, Instructor

1-2. Stagecraft. (2-2)

A laboratory course in modern stage design, construction, painting, lighting, and backstage organization.

Prerequisite: Consent of instructor.

ZOOLOGY**Ernest W. Hawkes, Instructor****Preparation for the Major**

Required:

1. Zoology 1-2.
2. Chemistry 1-2.

Recommended:

1. Chemistry 5-6.
2. French.
3. German.
4. Elementary courses in other biological subjects.

1. General Zoology. (4)

An introduction to the principles of animal biology, with special reference to the structure, functions, heredity, and evolution of animals. Study and dissection of animal types, assisted by charts and models. Two lectures and two three-hour laboratory periods.

Required of pre-medical and pre-dental students, and psychology, paleontology, and zoology majors.

Prerequisite: High school biology and physiology, or high school chemistry.

Parallels University of California Zoology 1A.

2. General Zoology. (4)

A continuation of Zoology 1. Structure and functions of chordate types, including their embryonic development. Two lectures and two three-hour laboratory periods.

Prerequisite: Zoology 1.

Parallels University of California Zoology 1B.

3. General Biology. (3)

An outline of the principles of animal biology, with special reference to evolution, heredity, eugenics, and the relation of biology to human life. Open without prerequisite to all students, but designed for those not specializing in zoology. Not open for credit to those students who are taking Zoology 1, but students who have taken this course may elect Zoology 1 for credit. Lectures, conferences, and reports.

Parallels University of California Zoology 10.

51-52. Biology and Man. (3-3)

This course is a study of the relation of biological principles to human life. Topics of general interest, such as heredity, eugenics, and evolution will be considered, as well as the value of plants and animals to man. Weekly demonstrations and experiments will supplement the lectures. This course is designed for students not specializing in Zoology and is open without prerequisite to all students desiring a cultural knowledge of the subject.

INDEX



Administration, Officers of.....	7
Anatomy	90
Announcement of Courses.....	58
Application for Registration.....	20
Art	59
Architecture	59
Assemblies	17
Associated Book Store.....	13
Astronomy	62
Attendance	12
Authority of Instructors.....	11
Bacteriology	62
Board of Education.....	7
Botany	62
Calendar	6
Change of Program.....	12
Chemistry	63
Classification of Students.....	22
College and Professional Curricula.....	37
College Attitude.....	11
Commerce	65
Commerce, Semi-Professional Curriculum.....	30
Commerce, College and Professional Curriculum.....	38
Dental Curriculum.....	41
Disqualification	19
Economics	68
Engineering Curriculum	42
English	71
Entrance Examinations.....	20
Entrance Requirements.....	20
Equipment	10
Examinations	12
Faculty	8
Fees	13
Final Examinations.....	12
Foreign Language Requirements.....	15
French	74
Geography	75
Geology	76
German	77
Grades	18
Grade Points.....	19
Graduation Requirements	24
History	78
History and Organization.....	10
Honor Students	16
Honorable Dismissal.....	12
Hygiene	80
Journalism	80
Law	81
Liberal Arts, Semi-Professional Curriculum.....	32
Liberal Arts and Science.....	45

Library	10
Library Science	81
Location	10
Lower Division Requirements.....	25
Mathematics	82
Mathematics Requirements.....	15
Medical Curriculum	49
Medico-Dental Assistant's Course.....	33
Music	83
Music, College and Professional Curriculum.....	51
Music, Vocational.....	35
Natural Science	52
Numbering of Courses.....	14
Nursing Curriculum.....	53
Organization of Courses.....	21
Paleontology	85
Pharmacy	54
Philosophy	86
Photographs	21
Photography	89
Physical Education for Men.....	86
Physical Education for Women.....	87
Physics	89
Physiology	90
Placement Bureau.....	13
Political Science.....	91
Psychology	92
Purpose of the Junior College.....	11
Radio	34
Repetition of a Failure Course.....	19
Requirements University of California.....	25
Requirements University of California at Los Angeles.....	27
Requirements University of Southern California.....	27
Requirements Stanford University.....	27
Secretarial Course, Two-Year Semi-Professional Curriculum.....	31
Semi-Professional Curricula	28
Social Arts.....	92
Sociology	95
Spanish	95
Speech	96
Stagecraft	97
Student Activities.....	16
Student Counseling.....	13
Student Finances.....	17
Teaching Curriculum.....	56
Time Schedule of Classes.....	17
Transfers from other Colleges.....	23
Transfers to other Colleges.....	16
Transfers to University of California.....	22
Type College and Professional Courses.....	37
Type Semi-Professional Courses.....	28
Unit Limitations	18
Units of Work.....	18
Vocational Music	35
Withdrawal from College.....	12
Zoology	98

