



MOUNT
ROYAL
JUNIOR
COLLEGE



1968 - 1969 CALENDAR

Calgary Alberta

MOUNT ROYAL JUNIOR COLLEGE

SEVENTH AVENUE AND ELEVENTH STREET S.W.

CALGARY, ALBERTA

CANADA

AFFILIATED WITH THE UNIVERSITY OF CALGARY

A MEMBER OF THE AMERICAN ASSOCIATION OF
JUNIOR COLLEGES

A MEMBER OF THE NORTH WEST ASSOCIATION OF
JUNIOR COLLEGES

A MEMBER OF AMERICAN ASSOCIATION OF
COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS

Incorporated by the Province of Alberta under an Act
respecting the Establishment and Operation of
Mount Royal Junior College, 1966, Third Session,
Fifteenth Legislature and assented to August 31, 1966

**Mount Royal Junior College reserves the right to make whatever
changes circumstances may require, including the addition and
cancellation of particular courses and programs**

ALL GENERAL ENQUIRIES SHOULD BE ADDRESSED TO:

**The Registrar
Mount Royal Junior College
Calgary 2, Alberta**

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Architects discuss growth system designs for the relocation of Mount Royal on a new campus in the early 1970's.

ACADEMIC SCHEDULE

1968

September 2	Monday	College closed. Labor Day.
September 3-6	Tuesday-Friday	Registration. Introduction of students to College. Institutional Research and fee payment for all programs A, B, C, D, E and N.
September 9	Monday	First day of classes all programs A, B, C, D, E and N.
September 10-13	Tuesday-Friday	Final late registration period all programs.
September 13	Friday	Last day program changes and admission, Fall Semester all programs.
October 14	Monday	College closed. Thanksgiving Day.
October 18	Friday	Last day for dropping or withdrawing from courses without penalty.
November 4	Monday	Mid-term marks due in Registrar's Office by 4:00 p.m.

November 11	Monday	College closed. Remembrance Day.
November 25	Monday	Spring pre-registration dates to be announced.
December 20	Friday	Last day of classes before Christmas recess.
Dec. 21 - Jan. 5		Christmas recess.
1969		
January 6	Monday	First day of classes in 1969.
January 10	Friday	Last day of classes Fall Semester.
January 13-17	Monday-Friday	Final examination week for programs B and E.
January 13-17	Monday-Friday	Mid-terms for programs A, C, Fall sequence.
January 17	Friday	Last day of classes for Program D.
January 20-24	Monday-Friday	Final examination for Program D (Departmentals)
January 21	Tuesday	Final marks – Programs B and E due in Registrar's Office.
January 28-31	Tuesday-Friday	Registration. Introduction of students to College. Statistical Research and fee payment for all programs for Spring Semester A, B, C, D, E and N.
February 3	Monday	First day of classes Spring Semester all programs A, B, C, D, E and N.
February 4-7	Tuesday-Friday	Final late registration period all programs.
February 7	Friday	Last day for program changes all programs Spring Semester.
March 14	Friday	Last day for dropping or withdrawing from a course without penalty.
March 31	Monday	Mid-term marks for B and E programs due in Registrar's Office by 4:00 p.m.

April 4	Friday	Last day classes Program A and C Spring Semester.
April 7-12	Monday-Saturday	Final examinations programs A and C. Mid-term marks for B and E programs.
April 18	Friday	College closed. Good Friday.
April 23	Wednesday	Final marks for programs A and C Fall sequence due in Registrar's Office.
May 12-17	Monday-Friday	Spring recess for programs A and C Spring sequence.
May 19	Monday	College closed. Citizenship Day.
May 23	Friday	Last day of classes for programs B and E.
May 25-31	Monday-Friday	Final exams for programs B and E.
May 31	Saturday	Commencement exercises – 8:00 p.m.
June 3	Tuesday	Final marks programs B and E due in Registrar's Office by 4:00 p.m.
June 18	Wednesday	Last day of classes for Program D.
June 20-27	Friday-Friday	Departmental examinations Program D.
June 25-27	Wednesday-Friday	Summer School registration. Program D.
July 1	Tuesday	College closed. Canada Day.
July 2	Wednesday	First day Summer School classes. Program D.
July 23-25	Wednesday-Friday	Registration for Day Coaching School.
July 28	Monday	First day of classes Day Coaching School.
August 4	Monday	College closed. Calgary Day.
August 15	Friday	Last day of classes for Summer School and Coaching School.
August 18-22	Monday-Friday	Supplemental examinations.
August 23-29	Saturday-Friday	Final examinations Program A Spring-Summer sequence.



An elected student government organizes and controls student activities. Through this system students control the funds and activities of their own clubs, societies and publications.

**Board of Trustees
of
Mount Royal Junior College**

Representing the Board of Governors of Kerby College

HOWARD P. WRIGHT, LL.D. (Chairman)

E. B. (PETE) LYLE, F.R.I.

W. LLOYD McPHEE

Representing the Calgary Public School Board

MRS. HARRY COHEN, B.A., M.S.

HARVEY W. BLISS, C.A.

GLENN E. HOLMES, C.A.

Representing the Calgary Separate School Board

J. COMESSOTTI (Vice-Chairman)

WILLIAM LINDSAY JAMES, B.A., LL.B.

W. BRUCE MACDONALD, B.Sc.

ADMINISTRATIVE OFFICERS

Acting President and Dean of Instruction . . .	R. W. McCready , B.Sc., M.A.
Assistant to the President: Planning	N. J. Gamble , B.A., M.A.
Administrative Assistants	O. A. Kelly , B.A., M.A. J. Yates , B.A., B.Ed.
Secretary-Treasurer and Business Manager . .	W. G. M. Rae
Registrar and Director of Admissions	C. B. Brewer , B.Sc.
Assistant Registrar	R. H. Cooke , B.Comm.
Director of Information Services and Public Relations	J. D. Balcers , B.A.
Director of Research	R. A. Brimacombe , B.A.
Director of Personnel	G. F. Dunn , A.A., B.A., M.A.
Director of Counselling	K. T. Fuller , B.A.
Co-ordinator of Student Affairs and Financial Aid Officer	E. F. Johnston , B.A.
Director of Student Health Services	D. S. Bishop , M.D.
Director of Evening College	M. S. Feader , C.D., B.A., B.Comm., M.B.A.
Director of Fine Arts	L. C. Purnell , B.Ed., M.A.
Librarian	J. A. Brown , B.A., B.Ed., B.L.S.
Co-ordinator of Visual Aids	W. A. Harvey , B.Sc.

PROGRAM CHAIRMEN

Interior Design	A. O. F. Wawruch , B.Arch.
Journalism	J. D. Balcers , B.A.
Religion	J. W. S. Wallens , B.A, M.A., B.D.
Business Administration	N. E. Brown , B.Sc., M.B.A.
Nursing	E. J. Mackie , R.N., M.N.
Engineering	M. A. Spring , B.Sc.
Music and Fine Arts	L. C. Purnell , B.Ed., M.A.
Secretarial Science	E. May , B.A.

DEPARTMENT HEADS

Biology	G. D. Burgess , B.A., M.Sc.
History	E. L. Pitt , B.A., M.A.
English	E. A. Park , B.A., M.A.
Modern Languages	R. Gervais , B.Ed.
Psychology	G. W. Dean , B.A., M.A.
Sociology	L. B. Pashak , B.Sc.
Chemistry	R. Calosing , B.Sc., M.Sc.
Political Science and Economics	
Mathematics	J. S. Kenyon , B.Sc., M.Sc.
Physics, Geography and Geology	O. H. Deutsch , B.Ed., B.Sc.

ACADEMIC STAFF

Allan, H. H.	University of Alberta, 1949 (B.Ed.)
Anderson, F. W.	University of Saskatchewan, 1955 (B.A.) University of Toronto, 1956 (B.S.W.), 1957 (M.S.W.)
Ankerman, W. A.	University of British Columbia, 1966 (B.P.E.)
Baptie, B.	University of Calgary, 1965 (B.A.), 1968 (M.A.)
Besse, T.	University of Alberta, 1956 (B.Ed.) University of Washington, 1967 (M.A.)
Bury, Eunice	University of Windsor, 1963 (R.N.), (B.Sc.N.)
Brydon, M. A.	University of Manitoba, 1945 (B.A.) University of Alberta, 1963 (B.Ed.) University of Calgary, 1967 (M.A.)
Brindley, S. R. W.	University of Queensland, 1965 (B.Sc.) University of Calgary, 1967 (B.Ed.)
Brown, N. E.	University of Oregon, 1964 (B.Sc.), 1965 (M.B.A.)
Caldwell, G. T.	University of Sidney, (BA.)
Calosing, R.	University of San Augustin, Philippines, 1956 (B.Sc.) University of Alberta, 1965 (M.Sc.)
Campbell, D.	University of Alberta, 1961 (B.Sc.)

Collier, R. M.	Carleton College, Minnesota, 1963 (B.A.)
Davies, G. E.	University of Wales, 1949 (B.A.) Pacific University, Oregon, 1961 (M.A.)
Dean, G. W.	University of Alberta, 1962 (B.A.), 1966 (M.A.)
Deutsch, O.	University of Alberta, 1949 (B.Sc.), 1951 (B.Ed.)
Ferguson, A. M.	University of Western Ontario, 1966 (B.A.)
Foster, Ethel	University of British Columbia, 1936 (R.N.), (B.Sc.N.)
Gervais, R.	University of Calgary, 1966 (B.Ed.)
Godwin, A. T.	Queen's University, 1937 (B.A.)
Gordon, G.	University of Manitoba, 1966 (B.I.D.)
Harrison, Margaret	University of British Columbia, 1964 (R.N.), (B.Sc.N.)
Horrey, R. B.	University of Calgary, 1967 (B.Sc.)
Howarth, L.	University of British Columbia, 1950 (B.A.), 1951 (B.S.W.), 1957 (M.S.W.)
Howse, J. B.	McGill University, 1959 (B.Sc.)
James, A.	University of Calgary, 1964 (B.Sc.)
Jardine, D. K.	University of Toronto, 1960 (B.A.Sc.)
Kelly, D.	University of Calgary, 1963 (B.A.)
Kenyon, J.	University of Alberta, 1960 (B.Sc.) University of Calgary, 1967 (M.Sc.)
Kernick, L.	
Korella, L.	University of Calgary, 1967 (B.Ed.)
Krempien, E.	University of Alberta, 1963 (B.Ed.)
Law, M.	University of Utah, 1954 (B.Sc.)
Lee, B.	Brigham Young University, 1960 (B.Sc.)
Lefroy, C. E.	University of Calgary, 1963 (B.Ed.)
Linton, Q. M.	University of Alberta, 1962 (B.Ed.)
Mackie, Jean	McGill University, 1951 (R.N.), (B.N.) University of Washington, 1962 (M.N.)
McKay, J.	Glasgow University, 1938 (Dip.Ed.B.), 1941 (M.A.)
McLeod, H.	University of Calgary, 1964 (B.Ed.)
MacNab, D.	Royal Roads, Victoria, B.C., 1956 (M.Q.) University of Calgary, 1963 (B.Ed.)
May, E.	San Francisco State, 1953 (B.A.)
McCue, A. D.	University of Alberta, 1955 (B.Sc.), 1961 (B.Ed.) University of Calgary, 1965 (Dip.Ed.Psy.)

McDougall, E.	University of Saskatchewan, 1959 (B.A. Honours) University of Alberta, 1965 (M.A.)
McDougall, R.	University of Saskatchewan, 1961 (B.Ed.), 1965 (B.A.)
McGraw, D.	University of Calgary, 1967 (B.Ed.)
McPhail, C. A.	Acadia University, 1960 (B.A.)
Merkley, H. B.	Brigham Young University, 1958 (B.Sc.) University of Utah, 1964 (MSc.)
Millman, S.	University of Alberta, 1962 (B.A.) University of Manitoba, 1965 (M.S.W.)
Morey, C. R.	University of British Columbia, 1956 (B.A.), 1958 (M.A.)
Moseley, S.	University of California, 1964 (B.A.)
Nightscales, D.	University of Alberta, 1956 (B.A.)
Pappas, G.	Carleton University, 1959 (B.A.) University of Manitoba, 1962 (B.Ed.)
Parbs, Ruth A.	Beloit College, 1956 (B.A.) University of Wisconsin, 1961 (M.S.)
Park, E. A.	University of Alberta, 1940 (B.A.), 1941 (M.A.)
Pashak, L. B.	University of Calgary, 1962 (B.Sc.)
Peever, Mary	University of Manitoba, 1966 (R.N.), (B.Sc.N.) University of Colorado, 1967 (M.Sc.N.)
Pitt, E. L.	University of Alberta, 1943 (B.A.), 1949 (M.A.)
Plaxton, A.	University of Saskatchewan, 1951 (B.Ed.)
Rapson-McGugan, J. E.	University of London, 1949 (B.Sc.) University of Alberta, 1963 (M.Sc.) University of London, 1967 (Ph.D.)
Rattner, B.	University of Manitoba, 1960 (B.A.)
Rogers, K. D.	University of Alberta, 1961 (B.Comm.) New York University, 1963 (M.B.A.), 1967 (Ph.D.)
Ruttledge, E. M.	Allegheny College, (B.A.) Ohio State University, 1954 (M.A.)
Sloan, R.	University of Calgary, 1965 (B.Sc.), 1967 (M.Sc.)
Spring, M. A.	University of Alberta, 1950 (B.Sc.), (P.Eng.)
Steadman, R.	University of Montana, 1965 (B.A.), 1967 (M.A.)
Stillwell, R. G.	University of Alberta, 1952 (BSc.), 1965 (B.Ed.)
Stouffer, D. J.	Colorado College, 1963 (B.A.)
Sudre, E.	University of Alberta, 1935 (B.A.)

Tilleman, P. D.	University of Alberta, 1948 (B.A.) United College, Winnipeg, 1951 (B.D.)
Thirnbeck, R.	University of Durham, England, 1964 (B.A.)
Thomas, C. H.	University of Canterbury, Christ Church, N.Z., 1964 (B.A.)
Thomas, L. C.	University of Alberta, 1957 (B.Ed.) Ithaca College, New York, 1959 (M.Sc.)
Teel, G. S.	Seattle Pacific College, 1963 (B.A.) University of Washington, 1967 (M.A.)
Turner, D. V.	Brigham Young University, 1961 (B.Sc.) University of Calgary, 1965 (B.Ed.)
Tyson, E. G.	University of Alberta, 1929 (B.Sc.) University of Calgary, 1965 (B.Ed.)
Walker, J.	Mount Allison University, 1937 (B.A.)
Wallens, J. W. S.	University of Toronto, 1943 (B.A.), 1946 (B.Ed.) Columbia University, 1947 (M.A.)
Walters, H. A.	University of British Columbia, 1962 (B.P.E.)
Wawruch, A. O. F.	University of Manitoba, 1962 (B.Arch.)
Webber, J.	University of Alberta, 1964 (B.Sc.) University of Ottawa, 1964 (M.Sc.)
Webber, N.	University of Alberta, 1957 (B.Sc.), 1961 (B.Ed.) University of Montana, 1965 (M.A.)
Weight, J. R.	Brigham Young University, 1956 (B.Sc.), 1961 M.S.)
Wilson, W. J.	University of Manitoba, 1962 (B.A. Honours), 1964 (M.A.)
Woytowich, E.	University of Manitoba, 1952 (B.Sc.)
Yudcovitch, N. T.	McGill University, 1964 (B.Sc.) University of Calgary, 1968 (M.Sc.)

THE MOUNT ROYAL JUNIOR COLLEGE GENERAL STATEMENT OF EDUCATIONAL OBJECTIVES

Mount Royal Junior College is a Community College and by virtue of this definition its policy is to serve the community in areas where needs in education are discovered. The staff of the College must maintain a vital contact with all areas of community life in order to be informed of the developments that may need the aid of an educational institution.

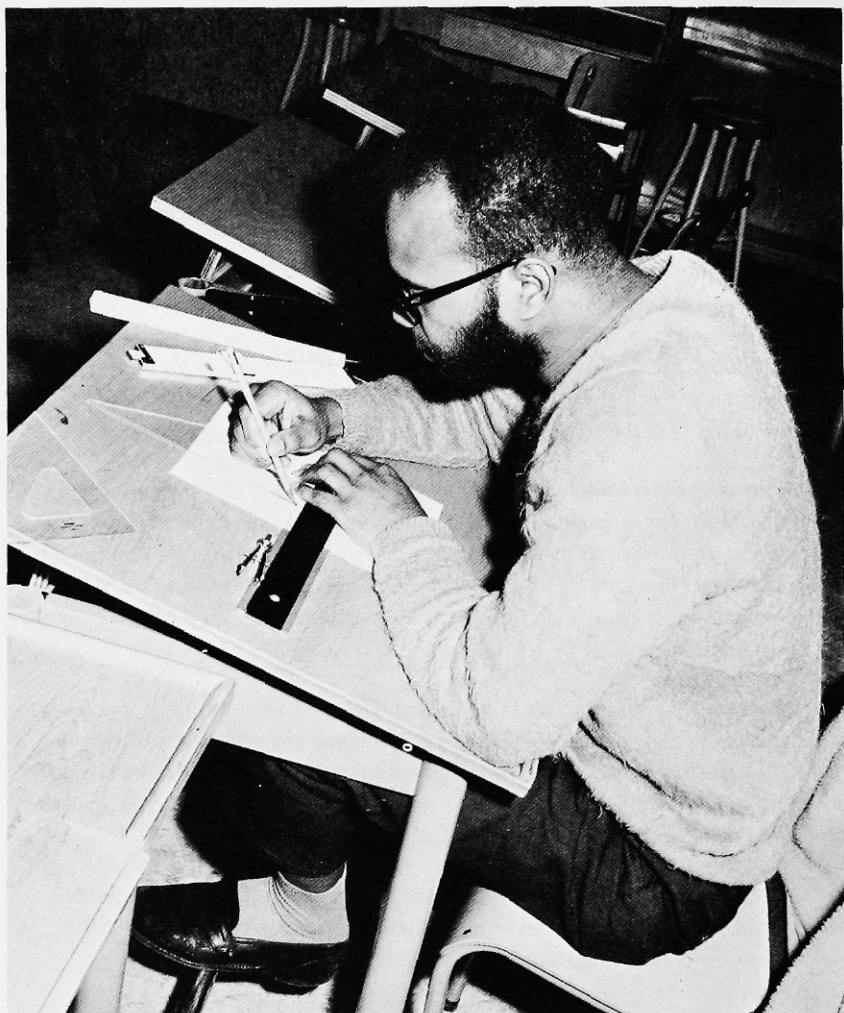
Mount Royal Junior College acknowledges that it has an obligation to the community to seek to raise the level of education within it. Accordingly it will consider admitting to the College any person, irrespective of race, colour, creed or educational background, who sincerely wishes to attempt to increase his skills and knowledge.

The College will endeavour to offer a student so admitted a program that is tailored to his own desires and abilities. It is our conviction that, given a normal ability and sufficient motivation, a student will be able to discover an area in which he may profitably study. This may mean a frequent change of program or readjustment. It should rarely mean that a student is branded as a failure and it is therefore indicated to him that there is no place for him in an educational institution.

In order to achieve this formidable task all the resources of the College must be brought to bear. The Administration will show sympathy and understanding; the Faculty will give primacy to the learning processes of the student, the Counselling Services will give due consideration to individual needs; the College as a whole will co-operate to investigate and design ways and means of fulfilling the Community needs.

The College believes all activities to be educational, and does not restrict education to experiences in classroom and laboratory. Residence life, athletics, social events and all College-centred activities are integrated into the general educational policy of the institution. A student who does not find a niche in the academic area may well advance in maturity and citizenship because of participation in College activities.

The College believes that the life of the spirit is an integral part of the educated being. Thus, the College will never be without the formal expression of faith and religion as found in its Department of Religion and allied courses.



Engineering is prominent among the courses offered at the college. Intensive study and drafting work by the students is often combined with such extracurricular activities as beard growing in preparation for the Engineers Ball.

HISTORY OF THE COLLEGE

Mount Royal College was founded in 1910 under the sponsorship of the Board of Colleges of the Methodist Church and through the efforts of a group of public spirited citizens, together with Rev. George W. Kerby, D.D., minister of Central Methodist Church. In the fall of that year the Legislature of the Province of Alberta granted the College a charter to conduct an institution of learning for both sexes in elementary and secondary education, and for instruction in music, art, speech, drama, journalism, commercial and business courses, technical and domestic arts. Its management and administration was placed in the hands of a Board of Governors, Hon. W. H. Cushing was appointed Chairman of the Board and Dr. George W. Kerby the first principal.

The College opened in 1911 with a registration of 154 students in its academic and commercial department and the Conservatory of Music. Since then the College has grown steadily to 1420 full-time day students registered in academic programs; 1622 students in the Conservatory of Music; and 2378 students in other divisions in the 1967-68 academic year.

With the establishment of the United Church of Canada in 1925 Mount Royal College became one of the Secondary Schools related to the Board of Colleges and Secondary Schools of the United Church, with its Board of Governors being appointed by the General Council of that church. In 1931, Mount Royal College became affiliated with the University of Alberta and the Junior College Division was organized. At the same time the College discontinued its Elementary School.

Dr. John H. Garden became principal in 1942 when Dr. Kerby retired and served the College until 1959. The scope of the College charter was broadened by amendments and the College began teaching engineering courses in its university department. Dr. Garden conducted much of the fund raising for the erection of the Kerby Memorial Building and the G. D. Stanley Gymnasium which were completed in 1949. In the fall of 1956, the Business Administration department of the Junior College was established. To meet the immediate needs of the College a wing was added to the Kerby Memorial Building in 1957 and remodelled and added to again in 1961.

In January, 1959 Rev. W. John Collett, D.D. was appointed as principal when Dr. Garden retired. Dr. Collett had served the College from September 1948 as its Dean.

Dr. R. N. Anderson of the University of Alberta, Calgary, was engaged by the Board of Governors in 1964 to study Mount Royal College. As a result, the administration of the College was reorganized and the office of the Principal became

that of President. An Academic Senate, broadly representative of the educators of the community, was established to advise the College Administration on academic concerns.

With the granting of autonomy to the University of Alberta, Calgary, Mount Royal Junior College negotiated an affiliation agreement with the new University of Calgary in 1966.

On September 1, 1966, Mount Royal College became a public institution and the name was changed to Mount Royal Junior College. A Board of Trustees was established consisting of members appointed by the Calgary School Board, Calgary Separate School Board and the Board of Governors of Mount Royal College.

Rapidly rising enrollments have put heavy pressures on the College to provide adequate classroom space at its present downtown location. As a result, studies have been under way to evaluate alternative sites for a new campus.

APPLICATION AND REGISTRATION

HOW TO APPLY

1. Direct all enquiries and requests for materials to The Registrar, Mount Royal Junior College, Calgary 2, Alberta; telephone (403) 266-4611.

Information and materials normally sent out by The Registrar include:

- (a) application forms
 - (b) request-for-transcript forms
 - (c) calendars
 - (d) information brochures
 - (e) residence applications
 - (f) medical forms
2. Fill out the application form and send it and the registration fee of \$25.00 to The Registrar, Mount Royal Junior College, Calgary 2, Alberta.
 3. Fill out the request-for-transcript form and send it and \$1.00 for one copy to The Examination Branch, Department of Education, Edmonton, unless your high school record is from outside Alberta. A student will not be admitted to the College until the transcript is received.
 4. A student who has had his high school work outside Alberta must forward a transcript of his complete high school record to the Registrar. A student will not be admitted to the College until the transcript is received.
 5. If a student applies before the results of any Grade XII examinations he has written are sent out by the Department, the report of these Departmental Examinations must be sent to the Registrar as soon as they are received from the Department.
 6. A student who seeks admission on adult privilege must send a transcript or record of whatever high school work he has had.

7. If there is any doubt in the student's mind about entrance qualifications or about courses, it is strongly recommended that he make arrangements through the Information Office for a personal interview.

WHEN TO APPLY

A student may apply any time during the spring or summer for admission to the fall semester. Should any programs or courses become over-subscribed, admission will be granted to the earliest applicants.

REGISTRATION

A student may register in a program of courses at Mount Royal Junior College in one of the following ways:

- (1) By mail
- (2) By formal registration at Mount Royal Junior College.

1. By Mail

- a. A student must supply the College with fully completed application forms and other relevant information, including the correct times of courses requested. The Office of Registrar retains the right to make changes in programs where deemed necessary.
- b. By return mail the student will receive notification of:
 - (i) acceptance
 - (ii) acceptance pending receipt of transcript
 - (iii) referral to Counselling Centre for an appointment
- c. In cases of acceptance or acceptance pending receipt of transcript, a student will receive a printed program sheet outlining courses he will take and the time table. The student will also receive notification of a specific time to pay his fees and pick up class admittance cards prior to attending classes.
- d. Out-of-province applications must be received by August 15th for processing by mail.
- e. All applications by Alberta residents must be completed by August 20th for processing by mail.
- f. All tentative registrations are subject to change.

2. At the College

Students who do not complete registration by mail will be required to be present for the "walk-through" registration procedure at the College. Check the Academic Schedule (page 5) for specific dates.

ORIENTATION

All students are required to take part in the orientation program prior to attending classes. Students registering by mail will be informed of the specific dates they must attend. All other students will follow the Academic Schedule as listed on page 5.

REGISTRATION DATES

Students must register on the registration dates announced in the College calendar. Admission applications should be filled out and sent to the Office of the Registrar and Director of Admissions well in advance of registration day. Students registering late may be charged a late registration fee.

PLANNING THE SCHEDULE

The time table of classes covers morning, afternoon and evening hours. Full time students are expected to devote both mornings and afternoons and possibly evenings to their program of studies. Students should not plan to take classes mornings only, or afternoons only, or less than the full week's program of course offerings.

AUDITORS

Persons wishing to audit courses will register in the regular manner and pay the regular fee. Audited courses carry no credit. Courses audited count toward the student's load. Students once registered for "audit" are not permitted to change to "credit".

INCOMPLETE REGISTRATION

Registration is not complete until all fees have been paid and proper procedure followed. Failure to satisfy any of the admission or registration requirements is sufficient for removing a student from all classes.

LATE REGISTRATION

Students who have not completed registration before the "last day of scheduled registration" as indicated in the Academic Schedule, must take part in late registration. Students taking part in late registration will not be admitted to courses until registration is complete. Late applications for admissions will be submitted to the Special Cases Committee.

COURSE CHANGES

Programs should be carefully planned under the guidance of the program chairman so that changes in registration will not be necessary. After a student has completed his registration, changes may be made only through the office of the Registrar and Director of Admissions by means of a Drop-Add form. Changes may be made only during the course change period as announced in the Academic Schedule.

DROPPING COURSES AFTER CLOSE OF REGISTRATION

The courses for which a student is registered at the close of the late registration period constitutes his official registration and semester load. A student may officially drop a course or courses from his approved program of studies with a mark of W after the close of the Drop-Add period and before the end of the first six weeks of the semester. A student may withdraw after that date with a grade of F.

Any exception due to injury, death in the family, or other crisis must be approved by the instructor, the Department Chairman in which the course is offered, and any other pertinent official or body as deemed necessary by the Registrar. Where exceptions are permitted, the recorded grade will be W or F in accordance with the student's status at the time. No student will be permitted to drop a course during the weeks in which final examinations begin nor will any student ever be allowed to drop the last course for which the student is registered as this constitutes an official withdrawal from Mount Royal Junior College.

A student who quits a course for which he is officially registered by absenting himself from class will receive a grade of F at the end of the semester.

To drop a course the student will obtain from the Office of the Registrar and Director of Admissions an authorization for Dropping Course form and process it according to the instructions on the form.

WITHDRAWAL FROM THE COLLEGE

Students who find it necessary to withdraw from the College should withdraw officially by obtaining and completing an official withdrawal card from the Office of the Registrar and Director of Admissions.

Until a student withdraws officially, he is registered in all courses and will at the end of the semester receive grades appropriate for his performance in each course. A student who officially withdraws from the College during the first six weeks of a semester receives the mark of W in all courses for which he is registered. Students who officially withdraw from the College later than the sixth week will receive a mark of W or F depending upon the quality of the work at the time of the official withdrawal. No student will be permitted to withdraw during the week in which final examinations begin. Students who stop attending classes but who fail to officially withdraw will receive grades of F.

ADMISSION REQUIREMENTS AND GRADUATION REQUIREMENTS

TRANSFER PROGRAMS

PROGRAMS IN AFFILIATION WITH THE UNIVERSITY OF CALGARY

PROGRAM "A" (including Spring-Summer Sequence) – beginning Fall and Spring

Entrance Requirements – Senior matriculation standing according to the faculty desired as specified by the University of Calgary.

This program provides Arts and Science courses for students who desire to obtain the equivalent of the first year at the University of Calgary.

See program outlines starting on page 59.

PROGRAM "C" (Deficiency or Cmpup Program) – beginning Fall and Spring

Entrance Requirements – The student must be able to complete senior matriculation for the University Faculty he desires to enter by taking one high school subject along with four University of Calgary subjects.

This program provides senior matriculation and four Arts and Science courses towards the first year equivalent at the University of Calgary.

THE TWO-YEAR COLLEGE ACADEMIC PROGRAMS

PROGRAM "B" – beginning Fall only

Entrance Requirements – An Alberta High School Diploma or its equivalent with possible additional requirements as specified by each department.

This program provides courses for students who desire to obtain the equivalent of the first two years of a four year University.

Students who have deficiencies in their Alberta High School Diploma may arrange to combine a number of high school or preparatory subjects with junior college courses. Arrangements for such programs must be discussed with a member of the Counselling Centre staff.

See program outlines starting on page 65.

HIGH SCHOOL AND PREPARATORY PROGRAMS

PROGRAM "D" – beginning Fall and Spring

Entrance Requirements – The student must be an adult (18 years of age) who wishes to attempt to increase his skills and knowledge and who has been advised by the Counselling Centre.

This program offers high school courses for students wishing to complete high school matriculation or gain a high school diploma. Normally only Grade XII courses are offered.

The preparatory courses are non-credit courses which prepare a person for entry into the Grade XII subjects.

See program outlines starting on page 83.

CAREER PROGRAMS

PROGRAM "E" – beginning Fall only

Entrance Requirements – Students must have a high school diploma or must be adults (18 years of age) who wish to attempt to increase their skills and knowledge and who have been recommended by the Counselling Centre. Final acceptance rests with the Admissions Committee.

This program provides courses for students who wish to prepare for an occupation that requires post-high school education.

Students should refer to their particular program for specific additional entrance requirements or recommendations. Provisions may be made for students who do not have the necessary entrance requirements in order to qualify them for the full program. Students with deficiencies should discuss their plans with a member of the Counselling Centre staff.

Note: The Nursing Education Program entrance requirements are substantially different.

SPECIAL NOTE ON COURSES

While courses in Religion or Physical Education are no longer compulsory in most programs, students are encouraged to take at least 4 credits in these courses during their enrollment at the College.

GRADUATION REQUIREMENTS

In order to qualify for a Mount Royal Junior College diploma, a student must complete the following basic requirements:

1. A minimum of 64 credits is required. A 2.0 cumulative grade-point average is necessary.

Certain programs require a student to achieve a certain minimum standard in addition to the above.

2. a. A minimum of 6 credits in English.
b. A minimum of 6 credits in Science and/or Mathematics.
c. A minimum of 6 credits in Humanities.
d. A minimum of 6 credits in Social Science.
3. For Program "B" students:
 - a. Students in Program "B" may select a major. Not more than 18 credits may be taken in the major subject.
 - b. Students with an Arts and Science major may not take more than 6 credits of their elective courses in a professional field.
 - c. Students in Arts and Science with a professional major may not select more than 6 courses in their professional subjects.
 - d. Students in Arts and Science with a professional major may not take more than four of their elective courses in a professional field, and the professional courses chosen as electives must not be in their field of specialization.
 - e. Engineering and Religious Education have special requirements which are indicated in the program descriptions.
 - f. See special departmental requirements under descriptions of each program.
4. For Program "E" students:
 - a. In the first year "E" program students will take General Education and Arts and Science courses totalling at least 18 credits. Professional courses must be selected to make up 32 credits.
 - b. In the second year, career students will be required to take a minimum of two courses in Arts and Science or General Education. These courses must be at least 6 credits. Professional courses must be selected to make up 32 credits.
 - c. 4. a. and b. are minimum standards for career students. Some programs may require more than 64 credits for graduation. These exceptions are noted on the program descriptions.
 - d. A program chairman may allow a career student to select Arts and Science courses instead of general education courses in his first year if the student has a high school diploma and on the recommendation of a counsellor. Under special circumstances and on recommendation of the counsellor, the Chairman may allow a student without a high school diploma to select an Arts and Science elective.



Students receive careful guidance in financing a college education. Recent additions in scholarships and government loans now enable all qualified students to pursue an education or career of their choice regardless of financial background.

ACADEMIC POLICIES

GRADING SYSTEM

except for high school

SCHOLARSHIP GRADES

Scholarship grades on the student's report card and on his permanent record card are indicated by the letters and explanations given below:

The "A" grade is given for work of exceptional quality.

The "B" grade is given for work above average.

The "C" grade is given for average work.

The "D" grade is given for work below average. It is a passing grade, but it is not usually accepted as transfer credit to other institutions.

The "F" grade is a failing mark. Students receiving grades of F must repeat the course in the regular class if they desire credit. Both the F and the new grade remain as a part of the student's permanent record.

The "I" grade is given for work that has not been completed. If a student at the end of the semester has not completed the course to the satisfaction of the instructor, regardless of his mark on the final examination, he will receive this grade. Negligence or indifference are never accepted as reasons for giving an I. It is the

sole responsibility of each student receiving a mark of incomplete to contact the instructor or Department Chairman in cases where the instructor is no longer available. An "I" grade must be removed within 30 days of the end of any semester examination period by completing the necessary work or it will automatically become an "F".

The "W" grade is given in a course whenever a student (1) officially drops from a course during the first six weeks of the semester; (2) officially withdraws from the College during the first six weeks of the semester; (3) officially drops a course after the first six weeks only if passing at the time of withdrawal; (4) officially withdraws from the College after the first six weeks only if passing at the time of withdrawal.

The "X" grade is given for all courses audited.

The "Y" grade is given if the course is offered for non-credit.

The "Z" grade is given if the course is sequential and the grade of the first semester is dependent on the grade of the second semester. This grade is not computed in the G.P.A. and if not removed within one year will automatically become an "F" grade.

REPETITION OF COURSE

Students may repeat any course in which a grade of "F" was received. When a course is repeated the original grade remains on the student's record and is included in his G.P.A. A student may, by formal petition to the Registrar, request that a grade of "F" received during his first 60 credits of college work not be included in his G.P.A. after he has repeated the course in residence with a passing grade. A course, however, may only be counted once for any program requirements pertaining to graduation.

CHANGE OF GRADE

A grade once reported to the Office of the Registrar may be changed only upon the authorization of the faculty member issuing the original grade and the approval of the Department Chairman concerned.

A change of grade is made by filing an Authorization of Change of Grade form with the Office of the Registrar. The reason for the change of grade should be entered on the form and signed by the faculty member and by the Chairman of the appropriate Department.

REPORTS TO STUDENTS

Each student receives a Deficient Scholarship Report at the mid-semester for courses in which his grades are "D" or "F".

POINTS

except for high school

Grade points are assigned on the following basis:

Grade	Grade Points	Grade	Grade Points
A	4	I	0
B	3	W	0
C	2	X	0
D	1	Y	0
F	0	Z	0

The number of credits assigned to each course is shown under the description of the courses. The number of credits is arrived at on the basis of the number of lecture hours per week given in the course. One laboratory period or recitation period of two hours or more is equivalent to one credit.

The number of grade-points received by a student for a course will be equal to the product of the points assigned to the letter grade and the credits assigned to the course.

$$\text{The grade-point average} = \frac{\text{sum of the grade-points for all courses taken}}{\text{total number of credits assigned to courses taken}}$$

Example of how to calculate a grade-point average:

Assume a student earns the following grades: English C, Geology D, Business A, Mathematics B, Psychology I, Chemistry W.

Course	Grade	Points	Credits	Grade Points
Business 222	A	4	4	16
Chemistry 101	W	—	—	—
English 110	C	2	3	6
Geology 110	D	1	3	3
Mathematics 102	B	3	4	12
Psychology 110	I	0	3	0
TOTALS			17	37

$$\text{Grade Point Average} = \frac{\text{Total Grade Points}}{\text{Total Credits}}$$

$$\text{Hence: GPA} = \frac{37}{17} = 2.176 = \underline{\underline{2.18}}$$

TRANSFER OF CREDITS

A student who has successfully completed Program "A", "B", "C", or "S" at Mount Royal Junior College may apply to a university for admission.

Upon written application from a student, a transcript of his studies at Mount Royal Junior College will be forwarded to a designated educational institution or business firm. A "Request for Transcript" form, may be obtained from the Registrar's Office. This must be completed and submitted to the Registrar. Credits earned at other schools must be presented on separate documents issued by the institution attended. There is no charge for the first transcript. The fee for each additional transcript is \$1.00.

Students who register in any junior college program are under the sole jurisdiction of Mount Royal Junior College and have no relationship with an institution to which they plan to transfer until that institution has accepted them as a student.

Information regarding the transfer of credits to universities and other institutions may be obtained from the Counselling Centre.

The transferability of credits varies from program to program and from university to university. No rule on transfers is available. Each department is able to provide general guidelines. The final decision will be received in the correspondence a student enters into with the institution to which he hopes to transfer.

The only courses normally transferable to The University of Calgary are those offered in Programs "A" and "C".

THE SEMESTER SYSTEM

The school year at Mount Royal Junior College is divided into two semesters. Final examinations are held at the end of each semester. For specific dates see the Academic Schedule on page 5.

The Fall Semester begins the first week of September and ends the middle of January. The Spring Semester begins about the third week of January and ends late in May.

ATTENDANCE

It is the responsibility of the student to attend all classes. It is the policy of the College to require the student to conform to the particular attendance requirements established by his instructors.

SCHOLARSHIP

A student whose academic performance falls below a standard acceptable to the College may be required to restrict his course load and to take such remedial action as deemed necessary. Remedial education will not be assigned credit nor will it appear on the student's official transcript.

GRADING POLICY

APPEALS OF MARKS

All students wishing to appeal their final marks to the Marks Review Committee, must within 15 days after the final exam was written, make formal application in the office of the Registrar.

Note: All students must meet with their instructor before filing formal application of appeal. All formal appeals shall be submitted to the Marks Review Committee and the student may be required to appear before the Committee.

EXAMINATION POLICY

DEFERRED FINAL EXAMINATIONS

Students wishing to apply for deferred final exams must make formal application to the office of the Registrar within 30 days after the date of the original examination. All deferred exams must be written in completion within 30 days after the original examination.

HIGH SCHOOL

Mount Royal Examinations

Where allowed, the duration and weight of these examinations will be set by the instructor in consultation with the Head of the Department concerned.

JUNIOR COLLEGE

Program "B" and "E" Examinations

Final examinations in Program "B" and "E" are the responsibility of the Department concerned. The duration and weight of these examinations will be set by the instructor in consultation with the Head of the Department concerned.

SPECIAL STUDENT CATEGORY

Students who wish to take Program "B" courses and have not achieved the proper high school prerequisites may be admitted to Mount Royal Junior College as a special student. It is to be understood that all credit for Program "B" courses will be withheld and not released for transfer until the student has obtained the necessary prerequisites.



The college book store handles all the textbook requirements of the junior college students. The stacks of books indicate that lectures or laboratory sessions alone do not supply all that is necessary for a comprehensive education.

SCHEDULE OF FEES

REGISTRATION FEE

To accompany application form	\$ 25.00
(Registration – \$5.00, Deposit on fees – \$20.00)	

INSTRUCTION FEES (Advance Rates, Payable on Registration Day)

PROGRAMS IN AFFILIATION WITH THE UNIVERSITY OF CALGARY

– PROGRAM A	\$300.00
– PROGRAM C	\$300.00

TWO-YEAR COLLEGE TRANSFER PROGRAMS

– PROGRAM B	\$300.00
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CAREER PROGRAMS

– PROGRAM E	\$300.00
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HIGH SCHOOL AND PREPARATORY

One to Five Subjects in an Academic Year	
– Per Subject	\$ 95.00

Full Year Rates:

– Six Subjects: (3 Fall, 3 Spring) or (4 Fall, 2 Spring)	\$530.00
– Seven Subjects: (3 Fall, 4 Spring) or (4 Fall, 3 Spring)	\$580.00
– Eight Subjects	\$620.00

PARTIAL COLLEGE PROGRAMS

– Per Credit	\$ 15.00
– As Auditor per Credit	\$ 5.00

INSTALMENT PAYMENTS

All Programs (except High School and Preparatory)

Instalment rates: payable Registration Day	\$210.00
Payable within 4 months	100.00

Adult High School and Preparatory

Semester Rates – (One to Five subjects in an Academic year)

Fall Semester – payable on Registration Day	\$ 55.00 per subject
payable on November 1, 1968	42.50 per subject
Spring Semester – payable on Registration Day	55.00 per subject
payable on February 1, 1969	42.50 per subject

Full Year Rates – (Six, Seven or Eight subjects in two Semesters)

Six subjects (three Fall, three Spring)

payable Registration Day	\$180.00
payable November 1, 1968	160.00
payable February 1, 1969	110.00
payable April 1, 1969	95.00

Six subjects (four Fall, two Spring)

payable Registration Day	\$205.00
payable November 1, 1968	185.00
payable February 1, 1969	85.00
payable April 1, 1969	70.00

Seven subjects (three Fall, four Spring)

payable Registration Day	\$195.00
payable November 1, 1968	175.00
payable February 1, 1969	125.00
payable April 1, 1969	100.00

Seven subjects (four Fall, three Spring)

payable Registration Day	\$205.00
payable November 1, 1968	185.00
payable February 1, 1969	115.00
payable April 1, 1969	90.00

Eight subjects

payable Registration Day	\$205.00
payable November 1, 1968	185.00
payable February 1, 1969	135.00
payable April 1, 1969	110.00

LABORATORY FEES

Community Service (field trips)	\$ 5.00
Broadcasting	\$ 20.00
Interior Design (field trip)	\$ 15.00
Journalism	\$ 15.00

Recreation: 130: Indoor-Outdoor Recreation	\$ 7.00
131: Indoor-Outdoor Recreation	\$ 8.00
110: Introduction	\$ 5.00
111: Introduction	\$ 5.00
Laboratory Science Courses, per course.	
Programs "A", "B", and "C"	\$ 5.00
Adult High School	\$ 3.00

OTHER GENERAL FEES (Compulsory for All Students)

	Full Year (2 Semesters)	One Semester (J.C. or 3 or 4 H.S.)	One Semester (2 H.S.)	One Semester (1 H.S.)
Accident Insurance	\$ 3.00	\$3.00	\$3.00	\$3.00
Athletics Board	10.00	5.00	4.50	

STUDENT UNION FEES (Compulsory for All Students)

Student activities: per year	\$19.00
per semester	9.50
Student Union Building Fund: per year	10.00
Student Union Building Fund: per semester	5.00
Part-time Student Activity Fee:	
Junior College Division – one or two courses	5.00 per semester
High School – one course	5.00 per semester
Students' Union Building Fund – all programs	2.50 per semester

LOCKERS

Lockers are shared by two students and may be rented at the following rates, per student:

Full year	\$ 1.00
One semester50

SPECIAL EXAMINATION FEES

Re-read	\$ 5.00
Special examination	15.00

EXAMPLE: Typical Full Time Day Student's Fees

Registration fee	\$ 25.00
– \$ 5.00 for registration	
– \$20.00 deposit on fees	\$ 25.00
Instruction fee	\$300.00
– less \$20.00 deposit on fees	\$280.00
Laboratory Fee	
– Laboratory Science Course	\$ 5.00
Accident Insurance	\$ 3.00
Athletics Board	\$ 10.00
Student Activities Fee	\$ 19.00
Student Union Building Fund	\$ 10.00
Locker	\$ 1.00

TOTAL \$353.00

NOTE: Residence fees and books are extra.

RESIDENCE FEES

All programs (except High School and Preparatory and Spring-Summer Program "A")

Advance rate: payable Registration Day	\$660.00
Instalment rates: payable Registration Day	\$380.00
payable February 1, 1969	300.00

Spring Summer Program "A"

Advance rate: payable Registration Day	\$577.50
Instalment rates: payable Registration Day	\$330.00
payable May 1, 1969	267.50

Adult High School and Preparatory

A. For full academic year:

Advance rate: payable Registration Day	\$820.00
Instalment rates: payable Registration Day	\$210.00
payable November 1, 1968	210.00
payable February 1, 1969	210.00
payable April 1, 1969	210.00

B. For Fall Semester only:

Advance rate: payable Registration Day	\$410.00
Instalment rates: payable Registration Day	\$210.00
payable November 1, 1968	210.00

C. For Spring Semester only:

Advance rate: payable Registration Day	\$410.00
Instalment rates: payable Registration Day	\$210.00
payable April 1, 1969	210.00

- Women's Residence fees are \$5.00 per month extra.

REFUNDS

Refunds on application fee:

Students who have applied for admission in the Fall semester but who decide not to attend will be granted a refund of \$20.00 providing they notify the Registrar prior to August 15, 1968.

Students who have applied for admission in the Spring semester but who decide not to attend will be granted a refund of \$20.00 providing they notify the Registrar prior to January 13, 1969.

CREDITS ON FEES IN CASE OF WITHDRAWAL

All Programs except High School or Preparatory

During first calendar month	80% of fees
During second calendar month	60% of fees
During third calendar month	40% of fees
After end of third calendar month	No refund

High School or Preparatory

Before end of second calendar week	80% of semester fees
Between end of second calendar week and end of first calendar month	60% of semester fees
During second calendar month	40% of semester fees
During third calendar month	20% of semester fees
After end of third calendar month	No refund

REFUND OF RESIDENCE FEES

In case of withdrawal from a college residence, a student must give one month's written notice on the official withdrawal form, otherwise one month's full fees for room and board will be assessed.

Residence fees are based on the condition that High School students do not remain in residence during Christmas and Easter vacation and that Junior College students do not remain in residence during Christmas vacation. Students wishing to remain in residence during these periods must have the permission of the Residence Supervisor and pay an additional charge of \$2.50 per day.

In the case of a student being absent from the Residence due to illness, a rebate of Residence Fees will be made from the 15th day of absence onward.

GENERAL REGULATIONS GOVERNING PAYMENT OF FEES

1. Fees are due and payable on registration day and on instalment dates as outlined in the schedule of fees.
2. The final date for payment of any instalment is 7 days after the due date. After this date, the student may be excluded from classes until fees have been paid.
3. Fees billed at advance rates must be paid within 7 days of billing; otherwise instalment rates will be charged.
4. Student Union Fees apply to all students in all programs as shown in the schedule of fees and are payable on registration day.
5. All financial obligations must be settled before Diploma, Scholarships, Medals, Prizes or Standing can be awarded or issued.
6. If a student is expelled from the College, or excluded from a class, there will be no refund of fees.
7. Students unable to meet fee obligations while awaiting loan or grant assistance must make arrangements in advance with the Financial Aid Office. Students are required to make a minimum deposit of \$50.00 on fees.



Displays and visual aids are often used in classrooms to illustrate and supplement academic studies.

COLLEGE SERVICES

EDUCATIONAL COUNSELLING CENTRE

Mount Royal Junior College maintains a permanent Counselling Centre. Students with scholastic, vocational or personal problems may seek help from the trained counselling staff. The Counselling Centre maintains an extensive library of calendars from educational institutions in both Canada and the United States and counsels an individual with these direct sources of information. The Counselling Centre also has a wide variety of vocational, interest ability, aptitude and psychological tests that may provide the student with information about himself which will prove useful in planning his life.

The Counselling Centre also operates an Educational Clinic where students with academic difficulties may have these diagnosed and a plan of remedial action prepared. Each student using the clinic will follow a planned routine of self-help materials best suited to his problems. The Educational Clinic is prepared to assist with such problems as reading comprehension and speed, study skills and study habits, vocabulary, spelling and essay writing. It also makes available programmed materials on mathematics and science for students with difficulties in these areas.

The Junior College is established for the purpose of encouraging students to continue their education. It attempts to offer the sincere student an opportunity to overcome deficiencies. The College requires all students to take tests of general ability and achievement as part of the registration and admission procedure. If the scores on his tests indicate that a student's chance of success in a subject is slight, the student may have to register for an appropriate remedial course as a prerequisite or corequisite to the regular course. If an instructor decides that a student has an

inadequate background for any course the student must take steps as recommended by the chairman of his department.

The Counselling Centre also operates a Special Reading and Learning Clinic designed to aid students with deficiencies or difficulties in acquiring adequate reading and academic skill.

Mount Royal Junior College Counselling Services are available to all students or bona fide prospective students who wish assistance prior to enrollment.

STUDENT HEALTH SERVICES

PRE-ENTRANCE EXAMINATIONS

All students must have a medical examination prior to formal registration.

GENERAL HEALTH CARE

The Health Service is designed to supervise general student health care. Students are encouraged to use the Health Service Offices to their best advantage. A doctor, nurse and general medical facilities are available on a 24-hour basis.

COSTS

The costs of hospitalization, specialists and diagnostic services, where necessary, are not covered. Students are therefore urged to maintain insurance as dependents, or obtain insurance individually.

Accident insurance covers students for accidents only.

The cost of drugs must be borne by students, but a discount is obtained from several local druggists.

CHAPLAINCY SERVICES

A Chaplaincy Service is provided by the College to counsel students. These chaplains are from many denominations. Their services are available at regular times each week in the Chaplain's Office.

STUDENT PLACEMENT

The Canada Manpower Centre, Department of Manpower and Immigration operates a student placement office on campus. The major function of this office is to aid students in seeking suitable employment by bringing employers on campus, by providing career information concerning various fields of employment and counselling students on industry's requirements. This office will also assist students in locating part time and summer employment.

BOOK STORE

All books required for Junior College may be purchased at the Book Store in the College.

CAFETERIA AND STUDENTS' LOUNGE

Snacks may be purchased in the cafeteria during the day and evening. A comfortable students' lounge adjoins the cafeteria.

LOCKER SERVICE

For the benefit of day students, lockers are provided and are available at a nominal rental. Locker space may be rented in order to have a place for books, gymnasium equipment, clothing, etc. The College DOES NOT assume responsibility for loss of money, valuables, books, clothing or other items.

ACCIDENT INSURANCE

All day program students attending Mount Royal Junior College are covered by accident insurance.

ATHLETICS

Mount Royal Junior College is a member of the Western Intercollegiate Conference and provides opportunities for men and women to compete in intercollegiate sports.

Men's activities include basketball, volleyball, bowling, badminton, curling, track and field, golf, cross country, hockey, wrestling, judo, canoeing, rugby, fencing and gymnastics.

Women's activities include badminton, track and field, curling, volleyball, bowling, canoeing, fencing, judo, basketball and cross country. Some of these items are highlighted at the annual Conference Sports weekend.

Teams are organized on campus for those students seeking to develop their skills in specified activities and who choose to represent Mount Royal Junior College at college and university campuses throughout Canada and the Northwestern United States.

Every team or individual is encouraged to achieve the highest honours available in his or her selected activity. In the past, we have been well represented in the Western Inter-College Conference, the National Junior Men's Basketball Championships, Interprovincial and International Tournaments and Exhibitions.

INTRAMURAL SPORTS

The Department of Intramurals organizes and administers a comprehensive sports program for all students and staff of all ability levels. The primary objectives of this program are:

- (1) To provide opportunities to participate in activities so as to encourage a reasonable degree of physical fitness.
- (2) To develop recreational skills so individuals who desire to participate actively in wholesome activities in their leisure time may do so.
- (3) To develop friendly relations between the staff and students.

The following activities are being offered in the intramural program:

Archery	Gymnastics
Badminton	Ice Hockey
Basketball	Judo
Bicycle Race	Rifle Shooting
Bowling	Roller Skating
Camp Out	Rugby
Canoeing	Skiing
Car Rally	Soccer
Cross Country	Swimming
Curling	Table Tennis
Field Hockey	Track and Field
Flag Football	Volleyball
Floor Hockey	Water Polo
Golf	Wrestling

Motto: "A Sport for Everyone and Everyone in a Sport."

COLLEGE RESIDENCES

Residences for both men and women are maintained for the convenience of out-of-town students who attend the College. A dining room is operated in conjunction with the residence. Student affairs in residence are directed by a Resident Students' Council.

Facilities for 55 men and 106 women are available. The schedule of fees and regulations governing fees may be found on pages 34 and 35.

Residence Discipline

The College reserves the right to expel a student from residence for:

- a. Persistent refusal to co-operate in the observance of residence rules and regulations.
- b. Consuming alcoholic beverages on the campus or returning to the campus under the influence of alcohol.
- c. Other improper conduct.

When a student is expelled from residence he will be required to leave the residence immediately and there will be refund of residence fees. In a very serious case of improper behaviour the student may be expelled from the College without refund of fees.

Application for Residence Accommodation Forms may be obtained from:

The Registrar
Mount Royal Junior College
Calgary 2, Alberta

STUDENT ACTIVITIES

The College believes that participation in student activities is an integral part of a student's education. Students who participate to a reasonable degree in a diversified program of athletics, social and cultural activities, usually achieve educational benefits not available in the classroom.

The organization and control of student activities is vested in the elected student government. Through this governmental system students control the funds and activities of their own clubs, societies and publications.

Among activities usually organized on the campus are a newspaper, yearbook, literary magazine, handbook, societies, clubs, drama, music and many social functions, including "Frosh Week". In addition to these activities students maintain student union offices and a student lounge.

COORDINATOR OF STUDENT AFFAIRS

The Coordinator of Student Affairs acts as a consultant and advisor to student activities and exercises general supervision over the conduct and welfare of the students participating in co-curricular activities.



Much of the informal social life of the students centres around the canteen. Students pass the time between classes by talking, having a light snack or playing cards.

AWARDS AND FINANCIAL ASSISTANCE

GENERAL INFORMATION

This section contains information about awards and financial assistance administered by the College as well as Provincial and Federal Government Assistance tenable at the College.

Applications or further information for all assistance may be obtained from:

Financial Aid Counsellor
Mount Royal Junior College
Calgary 2, Alberta

Awarding of all assistance is coordinated by the College Financial Aid Committee to insure an equitable distribution of awards among applicants.

Payment of fees is a first charge against any assistance received from the College or the Provincial and Federal Assistance plans.

The College assumes liability for the payment of awards only to the extent that gifts from donors, or returns from particular investments for these purposes, will permit.

The College reserves the right to make whatever changes circumstances may require, including cancellation of particular awards.

Students wishing to apply for awards should be careful to adhere to application deadlines. Where no application information is shown, the award is made automatically without applications.

Students are advised that if they intend to pay their College fees with assistance described in this section that they must make a minimum payment of \$50 toward their fees on registration day. This will be adjusted when the assistance is received.

ENTERING STUDENTS' AWARDS

THE ALBERTA HOTEL ASSOCIATION SCHOLARSHIPS – Sixty-eight scholarships of \$250 or \$500 are offered to permanent residents of Alberta, who are matriculants from Alberta high schools entering the University of Alberta, The University of Calgary, or a program of university level at a Junior College affiliated with either university, including Mount Royal Junior College, or at another university if the program is not available in Alberta. The scholarships of \$250 are intended for students who can secure their desired program in their home city and those of \$500 for students who must live away from home. The basis of the award is academic standing in Grade XII and financial need.

Mount Royal Junior College students meeting the terms of reference for these awards may obtain applications from the Financial Aid Office or from The Secretary, Alberta Hotel Association, Credit Foncier Building, 10275 Jasper Avenue, Edmonton. These must be completed and returned not later than July 15.

THE BOARD OF TRUSTEES OF MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIPS – Ten scholarships equivalent to tuition fees offered to students entering a post-secondary program at the College and showing academic merit during their last year of high school. Only students having attended Mount Royal Junior College Adult High School Division may apply for this award.

Application must be received by the Financial Aid Office no later than October 1. Spring Semester students must apply no later than February 15.

THE HIGH SCHOOL PRINCIPALS' SCHOLARSHIPS – Ten scholarships equivalent to tuition fees offered to students entering a post-secondary program at the College and showing academic merit during their last year of high school. Only students having attended a high school other than Mount Royal Junior College may apply for this award.

Applications must be received by the Financial Aid Office no later than October 1. Spring Semester students must apply no later than February 15.

THE DR. G. W. KERBY MEMORIAL SCHOLARSHIP of \$250 awarded to a student entering any post-secondary program. The award will be given to the student showing outstanding academic standing during the last year of high school.

Applications must be received by the Financial Aid Office no later than October 1.

THE NICKLE FOUNDATION SCHOLARSHIP – BUSINESS ADMINISTRATION of \$200 offered to a student entering the first year of Arts and Science with a major in Business Administration. The Southern Alberta resident with the highest standing as a Grade XII student among all who apply will be awarded this scholarship.

Applications must be received by the Financial Aid Office no later than October 1.

THE NICKLE FOUNDATION SCHOLARSHIP – ENGINEERING of \$200 offered to a student entering the first year of the Engineering Program. The Southern Alberta resident with the highest standing as a Grade XII student among all who apply will be awarded this scholarship.

Applications must be received by the Financial Aid Office no later than October 1.

THE CIVIL SERVICE OF ALBERTA BURSARIES – A number of bursaries of a maximum of \$600 are offered annually to first year university students from Alberta high schools. These students must be children of Provincial Civil Servants, retired Provincial Civil Servants or deceased Provincial Civil Servants, who are contributing or have contributed to the Alberta Civil Service Welfare Fund. The amount of \$600 will be paid to each recipient who finds it necessary to live away from home, while \$300 will be paid to each recipient who can attend the chosen course while living at home. These bursaries are tenable at the University of Alberta, The University of Calgary, or in a program of university level at affiliated Junior Colleges, including Mount Royal Junior College.

Application forms may be obtained from the Executive Secretary, Civil Service Association of Alberta, 10008 - 106 Street, Edmonton and must be completed and returned to him not later than July 15.

THE IMPERIAL ORDER DAUGHTERS OF THE EMPIRE MATRICULATION BURSARIES – The Provincial Chapter of Alberta, Imperial Order Daughters of the Empire, has provided a number of bursaries for matriculating students, known as the Coronation Bursaries, of the value of \$750 each, \$350 payable in the first year and \$200 in each of the second and third years. They are tenable in a degree program at the University of Alberta, The University of Calgary, affiliated Junior Colleges, including Mount Royal Junior College, and are made in three yearly payments. Two of the bursaries are reserved for children of men and women who served overseas in the British forces during the Great Wars. All candidates must have lived in the Province of Alberta for at least three years prior to application.

The Provincial Educational Secretary of the I.O.D.E. will notify the high schools in February of each year of the pending award. All applications are to be in her possession by June 1. Further information and application forms may be obtained from Mrs. D. F. Rutherford, 5452 - 111A Street, Edmonton, Alberta.

THE MASONIC BURSARIES of \$500 each are offered by the Grand Lodge of Alberta, A.F. and A.M., to students from Alberta high schools to attend any degree course at the University of Alberta or an affiliated Junior College, including Mount Royal Junior College or at any other recognized university if the program of studies is not available in Alberta. These bursaries are provided on the basis of financial need and secondly on academic standing. A limited number of these may be renewable, depending on continued financial need.

Application forms must be completed and returned to the Grand Secretary, Grand Lodge of Alberta, A.F. and A.M., 330 - 12th Avenue S.W., Calgary, by April 30.

WESTERN CONFERENCE OF TEAMSTERS SCHOLARSHIP PROGRAM – Each year Western Conference of Teamsters offers four scholarships in the amount of \$2,000 which is allocated in the amounts of \$500 annually, for each of four years of study. Applicants must be a dependent child of a Western Conference of Teamsters member or an active member under age 25, and entering college for the first time in a program which will normally lead to a degree after four years of study.

Applications are available from the Financial Aid Office or the Western Conference of Teamsters office, 1870 Ogden Drive, Burlingame, California 94010 and must be submitted prior to February 15.

FIRST YEAR AWARDS – PROGRAMS “A”, “B” AND “C”

THE CALGARY B'NAI B'RITH SCHOLARSHIP of \$25 presented to the student with the highest standing in Arts and Science Programs “A” and “C”.

This award is announced and presented at the end of the Spring Semester.

THE HENRY BIRKS AND SONS GOLD MEDAL presented to the student graduating from Program “A”, “B” or “C” who in the judgment of the Financial Aid Committee has shown academic merit and made an outstanding contribution to the student life of the College.

This award is announced and presented at the end of the Spring Semester.

THE NATIONAL COUNCIL OF JEWISH WOMEN (CALGARY SECTION) SCHOLARSHIP of \$25 presented to the student with the highest standing in Arts and Science Program “B”.

This award is announced and presented at the end of the Spring Semester.

THE UNITED CHURCH WOMEN'S SCHOLARSHIP of \$100 presented to the student with the highest standing in Programs “A”, “B”, or “C”.

This award is announced and presented at the end of the Spring Semester.

FIRST YEAR AWARDS – RETURNING STUDENTS

The following awards may be announced at the end of the Spring Semester and are tenable only at Mount Royal Junior College for a second year of study. Should the recipient fail to return to the College the award, at the discretion of the Financial Aid Committee, may revert to another qualified student.

THE BAY SERVICE AWARD – INTERIOR DESIGN. This award is open to students during their first year in the Interior Design Program “E” at the College. Students must qualify in respect of academic standing, ability, aptitude and personality and consider possible employment with the company upon graduation from Mount Royal Junior College. The winner will be given a \$200 bursary to be used to return to Mount Royal Junior College for his second year and guaranteed summer employment with the company in the summer period. Subject to satisfactory performance, he will, on graduation be given an opportunity for a career with the company.

Apply to the Financial Aid Office no later than February 1.

THE CALGARY HERALD CENTENNIAL BURSARY – ARTS of the value of \$200 shall be awarded the student who, in the estimation of the Mount Royal Junior College Financial Aid Committee, has shown outstanding merit during the first year arts program.

The bursary shall be awarded at the spring convocation and shall be applicable on fees for the second year at Mount Royal Junior College. Should the student not return to Mount Royal Junior College, the award, at the discretion of the Financial Aid Committee, may revert to the next appropriate student.

When two or more students of equal merit are being considered for the bursary, preference may be given to an applicant who has given at least two years' service as a Calgary Herald newspaperboy.

Apply to the Financial Aid Office no later than April 15.

THE CALGARY HERALD CENTENNIAL BURSARY – JOURNALISM of the value of \$200 shall be awarded the student who, in the estimation of the Mount Royal Junior College Financial Aid Committee, has shown outstanding merit in scholastic endeavours and contribution to a student publication during the first year of the Journalism Program.

The bursary shall be awarded at the spring convocation and shall be applicable on fees for the second year at Mount Royal Junior College. Should the student not return to Mount Royal Junior College the award, at the discretion of the Financial Aid Committee, may revert to the next appropriate student.

When two or more students of equal merit are being considered for the bursary, preference may be given to an applicant who has given at least two years' service as a Calgary Herald newspaperboy.

Apply to the Financial Aid Office no later than April 15.

THE NICKLE FOUNDATION SCHOLARSHIP – BUSINESS ADMINISTRATION of \$200 presented to a Southern Alberta resident with the highest standing in first year Business Administration. The recipient must have completed a minimum of 30 semester hours of credit.

THE NICKLE FOUNDATION SCHOLARSHIP – ENGINEERING of \$200 presented to the Southern Alberta resident with the highest standing in first year Engineering. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – INTERIOR DESIGN PROGRAM B of \$50 presented to the student with the highest standing in first year Interior Design. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – JOURNALISM PROGRAM B of \$50 presented to the student with the highest standing in first year Journalism. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – OPTOMETRY PROGRAM B of \$50 presented to the student with the highest standing in first year Optometry. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – PETROLEUM LAND MANAGEMENT PROGRAM B of \$50 presented to the student with the highest standing in first year Petroleum Land Management. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – PHYSICAL EDUCATION PROGRAM B of \$50 presented to the student with the highest standing in first year Physical Education. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – RECREATION PROGRAM B of \$50 presented to the student with the highest standing in first year Recreation. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – ARTS AND SCIENCE PROGRAM B of \$50 presented to the student with the highest standing in first year Arts and Science. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – APPLIED SOCIAL SCIENCE PROGRAM B of \$50 presented to the student with the highest standing in first year Applied Social Science. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – ARCHITECTURE PROGRAM B of \$50 presented to the student with the highest standing in first year Architecture. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – BUSINESS ADMINISTRATION PROGRAM B of \$50 presented to the student with the highest standing in first year Business Administration. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – RELIGIOUS EDUCATION, PROGRAM B of \$50 presented to the student with the highest standing in first year Christian Education. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – ENGINEERING PROGRAM B of \$50 presented to the student with the highest standing in first year Engineering. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – BUSINESS ADMINISTRATION, PROGRAM E of \$50 to be presented to the student with the highest standing in first year Business Administration. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – RELIGIOUS EDUCATION, PROGRAM E of \$50 to be presented to the student with the highest standing in first year Christian Education. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – INTERIOR DESIGN, PROGRAM E of \$50 to be presented to the student with the highest standing in first year Interior Design. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – JOURNALISM, PROGRAM E of \$50 to be presented to the student with the highest standing in first year Journalism. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – NURSING, PROGRAM E of \$50 to be presented to the student with the highest standing in first year Nursing. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – BROADCASTING, PROGRAM E of \$50 to be presented to the student with the highest standing in first year Broadcasting. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – RECREATION, PROGRAM E of \$50 to be presented to the student with the highest standing in first year Recreation. The recipient must have completed a minimum of 30 semester hours of credit.

THE NURSING PROGRESS AWARD – An amount of \$50 to be presented each year to the student in first year Nursing Program who, in the estimation of the Mount Royal Junior College Financial Aid Committee has made the most progress in theory and practice during the year. This award will not necessarily be awarded to a student with high academic standing, but rather to a student who has shown marked progress in her studies. This award made available by Mrs. E. A. Soole.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – SECRETARIAL SCIENCE, PROGRAM E of \$50 to be presented to the student with the highest standing in first year Secretarial Science. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – AGRO-BUSINESS, PROGRAM E of \$50 to be presented to the student with the highest standing in first year Agro-Business. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – COMPUTER PROGRAMMING, PROGRAM E of \$50 to be presented to the student with the highest standing in first year Computer Programming. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – CORRECTIONAL CAREER, PROGRAM E of \$50 to be presented to the student with the highest standing in first year Correctional Career. The recipient must have completed a minimum of 30 semester hours of credit.

THE MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIP – WELFARE CAREER PROGRAM E of \$50 to be presented to the student with the highest standing in first year Welfare Career. The recipient must have completed a minimum of 30 semester hours of credit.

SECOND YEAR AWARDS

The following awards are presented in the fall semester to returning students. Applications must be submitted on the appropriate form to the Financial Aid Office.

THE LEWIS STATIONERY SCHOLARSHIP – BUSINESS ADMINISTRATION of \$250 for a second year student in Business Administration who, in the estimation of the Mount Royal Junior College Financial Aid Committee, shows academic merit and contribution to student activities.

Applications must be received by the Financial Aid Office no later than October 1.

THE BOARD OF TRUSTEES OF MOUNT ROYAL JUNIOR COLLEGE SCHOLARSHIPS – Ten scholarships equivalent to tuition fees offered to students entering the second year of a post-secondary program at the College who can show academic merit during their first year at the College.

Applications must be received by the Financial Aid Office no later than October 1.

THE MRS. HARRY COHEN SCHOLARSHIP – NURSING of the value of \$300. Awarded annually to a Nursing student, who, during the first year of the Nursing Program, has shown academic merit. The award will be made to a student returning for a second year of studies at Mount Royal Junior College and who shows financial need. Should the student receiving this award fail to return to Mount Royal Junior College, the award, at the discretion of the Financial Aid Committee, may revert to another qualified student.

Apply to the Financial Aid Office no later than February 15.

AWARDS – ADULT HIGH SCHOOL

ALBERTA HOTEL ASSOCIATION SPECIAL FUND FOR HIGH SCHOOL STUDENTS – This is a special fund designed to assist students in Senior High School who possess ability and who are anxious to continue with their education but who owing to financial circumstances may be unable to do so.

Information may be obtained from the Financial Aid Office of the Alberta Hotel Association, Credit Foncier Building, 10275 Jasper Avenue, Edmonton.

THE ALBERTA PROVINCIAL COUNCIL OF THE CATHOLIC WOMEN'S LEAGUE OF CANADA awards the sum of \$200 annually to the Roman Catholic student in Alberta who receives the highest mark in English 30 in the Grade XII departmental examination.

This award must be applied for by September 10 of each year. Send name, mark attained, with a transcript of your work from the Department of Education, to the Provincial Convener of Education, 10828 - 131 Street, Edmonton.

THE IRENE STEVENSON LAYTON SCHOLARSHIP of \$35 presented to an Adult High School student who has made an outstanding contribution to residence life in either the Men's or Women's Residence.

This award is announced and presented at the end of the Spring Semester.

THE MOUNT ROYAL JUNIOR COLLEGE FACULTY ASSOCIATION SCHOLARSHIP of \$100 presented for the highest standing in the Adult High School.

This award is announced and presented at the end of the Spring Semester.

THE MOUNT ROYAL JUNIOR COLLEGE SILVER MEDALS to Adult High School students with merit in each of the following subject areas:

English	Sciences
Foreign Languages	Social Studies
Mathematics	

These awards are announced and presented at the end of the Spring Semester.

SOROPTOMIST CLUB OF CALGARY CITIZENSHIP AWARD – GRADE XII STUDENTS –

The Soroptomist Federation offers an award of \$2500 to a graduating high school student living within the nations of the Soroptomist Federation of the Americas. This award will be judged on the merit and worth of the applicant on the basis of service, dependability, leadership and purpose. The Soroptomist Club of Calgary will award \$50 to the applicant selected to represent Calgary for the National Award.

Interested students may obtain further information from the Financial Aid Office or the Soroptomist Club of Calgary, 4207 - 16A Street S.W., Calgary.

Applications must be submitted prior to January 31 each year.

GRADUATING STUDENTS AWARDS

THE BAY SERVICE AWARD – BUSINESS ADMINISTRATION OR ARTS AND SCIENCE.

This award is open to students during their second year in the Business Administration Program "B" or in appropriate options second year Arts and Science Program "B" at the College. Students must qualify in respect of academic standing, aptitude and personality and consider possible employment with the company upon graduation with a Bachelor's Degree. The winner will be given a \$200 bursary in each of his third and fourth years at a recognized University or College and guaranteed employment with the company in the summer period. Subject to satisfactory performance, he will, on graduation be given an opportunity for an executive career with the company.

Apply to the Financial Aid Office no later than February 1.

GENERAL FINANCIAL AID AND AWARDS

WILLMOTT ANNUAL PRIZE FOR CREATIVE WRITING – A prize of \$25 is presented to the student judged to have produced the best piece of creative writing – poem, fiction, essay or play – whether in the course of academic work or in a student periodical.

MOUNT ROYAL JUNIOR COLLEGE EMERGENCY LOAN AND BURSARY FUND –

With the assistance of private donors the College has at its disposal a Financial Loan and Bursary Fund from which loans and bursaries may be made to students who are unable to meet emergent expenses. In most cases interest-free loans are made

pending receipt of other expected assistance, although summer repayment may be arranged where necessary. Occasionally bursaries are considered.

Applications must be made to the Financial Aid Office.

MOUNT ROYAL JUNIOR COLLEGE FOREIGN STUDENT EMERGENCY LOAN AND BURSARY FUND – The College has at its disposal a Financial Loan and Bursary Fund from which loans and bursaries may be made to students attending Mount Royal Junior College, and whose homes are in a country other than Canada and who are unable to meet emergent expenses. In most cases interest-free loans are made pending receipt of other expected assistance although summer repayment may be arranged where necessary. Occasionally bursaries are considered.

Applications must be made to the Financial Aid Office.

EMPLOYMENT – The College maintains a Student Employment Office to assist students in obtaining part-time employment to help finance their studies. As part-time employment is limited, students are advised not to be dependent upon this to finance their studies at the College.

WORLD UNIVERSITY SERVICE OF CANADA WELFARE FUND FOR OVERSEAS STUDENTS – This fund has limited funds for loans and grants to overseas students who encounter unforeseen financial difficulties. Details may be obtained from the Financial Aid Office or World University Service, 328 Adelaide Street, Toronto 2B, Ontario.

MEDICINE HAT NEWS SCHOLARSHIP – MEDICINE HAT STUDENTS. This company annually offers four scholarships of \$150 available to former carriers of the Medicine Hat News or children of employees. Qualified students should obtain information directly from the company.

CHILDREN OF THE WAR DEAD (EDUCATION ASSISTANCE) ACT – This act provides fees and monthly allowances for Children of Veterans whose death was attributed to military service. Inquiries should be directed to the nearest district office of the Department of Veteran Affairs.

THE LADIES' AUXILIARY TO THE ROYAL CANADIAN LEGION, ALBERTA PROVINCIAL COMMAND offers a number of Bursary Awards each year to students entering University, schools of Technology, Nursing and Business. These awards are intended to assist children of Ex-Service personnel, in advancing their education. Students must be graduates of Grade XII and entering one of the above named institutions.

Information and application forms may be obtained from the Financial Aid Office or from: Mrs. H. Williams, 11205 - 67 Street, Edmonton, Alberta.

J. E. LOVE BURSARIES – An endowment provided to the College by the late J. E. Love, provided a number of bursaries each year that are awarded to students entering any program at the College. Applicants must show academic merit, in previous studies, and financial need. Special consideration is given by the Financial Aid Committee to married students.

Applications must be received by the Financial Aid Office no later than October 1. Spring Semester students must apply no later than February 1.

ROYAL CANADIAN AIR FORCE BENEVOLENT FUND – The Fund is concerned with providing assistance to children of serving and former members of the R.C.A.F. who for financial reasons may be prevented from attaining the type and level of education for which they are capable and desirous, whether it be university, technical, vocational or other specialist type of training.

Information may be obtained from the Royal Canadian Air Force Benevolent Fund, 510 - 12 Avenue S.W., Calgary, Alberta.

THE REGISTERED INTERIOR DESIGNERS INSTITUTE OF ALBERTA annual award for the student showing outstanding qualifications in the Interior Design Department. The student selected by the Financial Aid Committee will receive a plaque and a complimentary student membership in the R.I.D.I.A.

SPECIAL NURSING PROGRESS AWARD – An amount of \$50 to be awarded to the graduating student in the first Nursing Class, graduating in 1969, who in the estimation of the Financial Aid Committee, has made the most progress in theory and practice during the two-year period. This award will not necessarily be presented to a student who has achieved high academic standing, but rather, to a student showing marked progress throughout the program. This award made available by Mrs. E. A. Soole.

THE CANADA STUDENT LOAN PLAN

Under the Canada Student Loan Plan, most full-time students at the College are permitted to borrow on the basis of financial need, a maximum of \$1,000 per academic year. Applicants must be Canadian citizens or have lived in Canada for at least one year, possess landed immigrant status at the time they apply and intend to remain in Canada after graduation.

The same application form as used for Alberta Student Assistance is used to apply for the Canada Student Loan Plan.

THE PROVINCE OF ALBERTA ASSISTANCE

Under the Students' Assistance Act (Queen Elizabeth Fund), the following forms of assistance are available to full time (four-fifths or a normal course load) students attending Mount Royal Junior College.

Payment of fees is a first charge against assistance received from the Students' Assistance Act and the Canada Student Loans Plan.

Applicants must be bona fide residents of Alberta and must be Canadian citizens or have lived in Canada for at least one year and declared that he intends to live in Canada after graduation. A bona fide resident of Alberta is a person whose circumstances establish to the satisfaction of the Students' Assistance Board that his permanent home, or that of his parents or guardian if he is a minor, is at the time of his application, or registration, has been for the preceding 12 months, and will be so far as can be reasonably foreseen, within the Province of Alberta.

Students may apply for scholarships, grants and loans at any time but should note that payments will not be available until registered in the College and may take

eight weeks to process. Financing should be planned accordingly. Any student intending to pay for fees with Government Assistance must make a minimum payment of \$50 toward their fees on registration day. This will be adjusted when the assistance is received.

Students who do not meet the Alberta Residence requirements but who do meet the requirement in another Canadian Province or Territory must apply for assistance from the appropriate authority in that province.

PROVINCE OF ALBERTA MATRICULATION SCHOLARSHIPS (THE QUEEN ELIZABETH EDUCATION SCHOLARSHIP FUND) – Students enrolled in the first year Program "A", or Program "C", leading to transfer to The University of Calgary or the University of Alberta for their second year of study may apply for these scholarships.

Province of Alberta Scholarships of \$100 each may be awarded to matriculating students on the basis of academic attainment, providing that the matriculation average is at least 80%.

Apply on the Provincial Government form obtainable from the Secretary, Students Assistance Board, Department of Education, Edmonton, or, the Financial Aid Office, Mount Royal Junior College.

These applications must be submitted to the Financial Aid Office, Mount Royal Junior College.

PROVINCE OF ALBERTA GRANTS (THE QUEEN ELIZABETH EDUCATION SCHOLARSHIP FUND) – Students enrolled in the first year Program "A" or Program "C", leading to transfer to The University of Calgary or the University of Alberta for their second year of study may apply for grants which are non-refundable monies awarded on the following basis:

Minimum Average on Matriculation Subjects	Range of Grants
60% or admission to program	\$50 – \$400

A maximum grant will be awarded only when a suitable contribution to his expenses has been made by the student. The amount of the grant awarded is based on academic standing and financial need as determined by the Board. The application form for this assistance may be obtained from the same source as the Province of Alberta Matriculation Scholarships and must also be submitted to Financial Aid Office, Mount Royal Junior College.

LOANS TO PROGRAM "A" OR PROGRAM "C" STUDENTS – Students enrolled in programs leading to transfer to the U. of C. or the U. of A. for their second year of studies may apply for loans up to \$1500 in any academic year. As the issuance of loans under the Students Assistance Act is considered in conjunction with those under the Canada Student Loans Plan, one application form only is required.

Loans are based on financial need and may be awarded separately, or in conjunction with scholarships and grants. Married students may be awarded additional loans in excess of the \$1500 limit in any academic year.

PROVINCE OF ALBERTA LOANS, GRANTS AND PRIZES TO VOCATIONAL STUDENTS – The following assistance is available to students in Programs "B" and "E":

Loans – Students may borrow up to a maximum of \$1,500 in any school year.

Grants – A student standing in the top quarter of his class at the end of the Spring Semester may have 75% of his loan, or \$400, whichever is less, converted to a grant. A student standing in the second highest quarter of his class may have 50% of his loan, or \$300, whichever is less, converted to a grant.

Prizes – Prizes valued at \$50 may be awarded to students in these programs on the basis of academic achievement in the current year.

Apply on The Provincial Government form obtainable from the Secretary, Students Assistance Board, Department of Education, Edmonton, or the Financial Aid Office, Mount Royal Junior College. These applications must be submitted to the Financial Aid Office, Mount Royal Junior College.

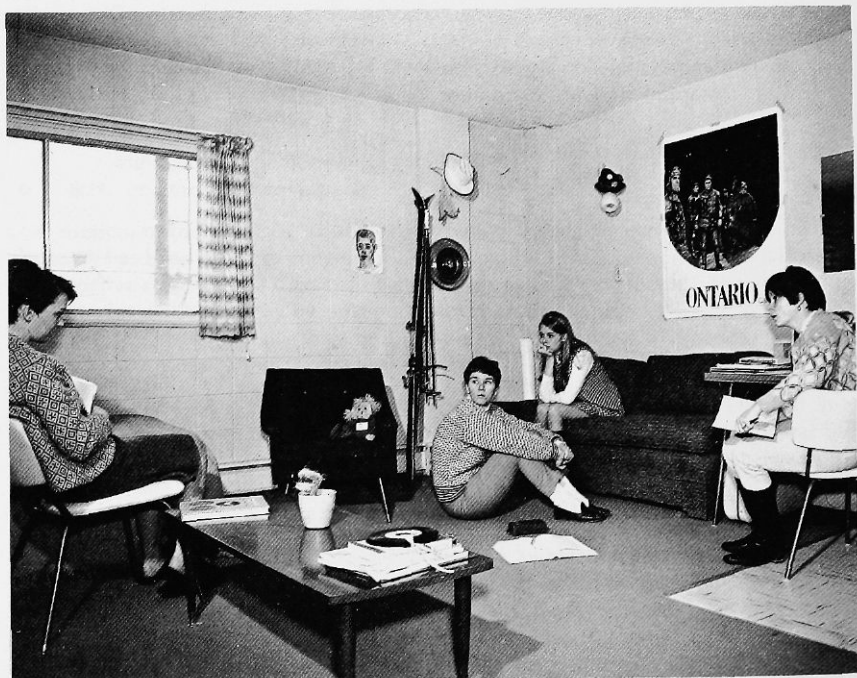
PROVINCE OF ALBERTA LOANS AND GRANTS TO ADULT STUDENTS ATTENDING HIGH SCHOOL (THE QUEEN ELIZABETH EDUCATION SCHOLARSHIP FUND) –

Grants – Students enrolled in the College's Adult High School Program who are over the age of 21 or who are over the age of 18 and out of school for one year may be awarded a grant valued at \$50 to \$400 on the basis of past achievement and financial need. A maximum grant will be awarded only when a suitable contribution to his expenses has been made by the student and/or his parents.

Loans – Students enrolled in the College's Adult High School Program who are over the age of 21 or who are over 18 and out of school for one year may be awarded loans based on financial need either separately or in conjunction with a grant as follows:

Single students (maximum loan) – \$1,000

Married students (maximum loan) – \$1,500



The college residences become a home away from home for many out-of-town students.

PROGRAM "A"

. . . programs in affiliation with The University of Calgary

Program "A" is offered under the affiliation agreement between Mount Royal Junior College and the University of Calgary.

Students of Mount Royal Junior College are in no way considered as students of the University of Calgary. Upon successful completion of their work at Mount Royal Junior College, and the attaining of satisfactory standing on the final examinations, these students may then apply for transfer to the University of Calgary where they may be accepted for further studies. They may also make application to any other university.

Mount Royal Junior College offers first year courses in the Faculty of Arts and Science needed to enter most of the second year programs of the University of Calgary. Students planning to enter faculties other than Arts and Science should consult the Counselling Centre prior to selecting courses.

Students registering at Mount Royal Junior College and planning to transfer to the University of Calgary will select their subjects on the same basis as the students at the University of Calgary.

The program runs from September to April.

SPRING-SUMMER SEQUENCE

This is a program in affiliation with The University of Calgary. It is designed to serve a student who is able to get his Senior Matriculation by the first of February, or one who for some reason has not been able to register in September. The advantage to the student is that he may save a year by completing his first year during the Summer and he can then enter his second year in September. The program runs from January to August.

Admission requirements are the same as for Program "A". A Senior Matriculation standing in the faculty chosen is required.

COURSES OFFERED IN PROGRAM "A"

GROUP I (ARTS, HUMANITIES, SOCIAL SCIENCES)

Economics 200 – Principles of Economics
English 240 – A Survey of English Literature
French 200 – First Year University French
German 100 – Beginner's German
German 200 – First Year University German
History 205 – European History
Philosophy 241 – Introduction to Western Philosophy
Political Science 200 – Elements of Political Science
Psychology 202 – Introduction of General Psychology
Sociology 202 – Introductory Sociology

GROUP II (NATURAL SCIENCES)

Biology 200 – Principles of Biology
Business 201 – Accounting and Statistics in Economic Analysis
Chemistry 230 – General and Analytical Chemistry
Chemistry 250 – Organic Chemistry
Geography 201 – Physical Geography
Geology 201 – General Geology
Mathematics 211 – General Mathematics
Mathematics 239 – Algebra (This course is not a laboratory science)
Physics 200 – General Physics

GROUP III (PHYSICAL EDUCATION)

Physical Education 203 – Basketball
Physical Education 204 – A Survey of Physical Education
Physical Education 205 – Field Games and Volleyball
Physical Education 207 – Elementary Physical Education
Physical Education 209 – Social Dance

(The College reserves the right to cancel any of the above courses if enrollment is insufficient. Course offerings are subject to change, depending on University of Calgary curriculum revisions).

PROGRAMS OFFERED

GENERAL B.A.

ADMISSION REQUIREMENTS

English 30
Mathematics 30
One of: French 30, German 30, Latin 30 or Ukrainian 30
One of: Chemistry 30, Physics 30, Biology 30, or Mathematics 31
One of: Social Studies 30, Chemistry 30, Physics 30, Biology 30, Mathematics 31:
another language or a 5 credit Grade XII non-matriculation subject
(Social Studies 30 is recommended)
OVER-ALL AVERAGE OF 60% OR BETTER.

PROGRAM FOR GENERAL B.A.

English 240

One course from Group I (Arts)

One course from Group II (Laboratory Science required)

Plus 2 courses from Group I and/or Group II

GENERAL B.Sc.

ADMISSION REQUIREMENTS

English 30

Mathematics 30

One of: French 30, German 30, Latin 30 or Ukrainian 30

One of: Physics 30, Chemistry 30, or Biology 30

One of: Physics 30, Chemistry 30, or Biology 30 or another language or Social Studies 30.

Mathematics 31 is recommended as an additional subject for this program.

OVER-ALL AVERAGE OF 60% OR BETTER.

PROGRAM FOR GENERAL B.Sc.

English 240

One course from Group I (Arts)

One course from Group II (Sciences)

Plus 2 courses from Group I and/or Group II

THE FACULTY OF BUSINESS

ADMISSION REQUIREMENTS

English 30

Mathematics 30

Mathematics 31

Two options (one of which must be a science). Recommend

Chemistry 30 or Physics 30 and Language 30

OVER-ALL AVERAGE OF 60% OR BETTER.

PROGRAM FOR THE FACULTY OF BUSINESS

English 240

Economics 200

Mathematics 211

Psychology 202

Business 201

One of: Language 200, Philosophy 241, Mathematics 239

THE FACULTY OF EDUCATION

ADMISSION REQUIREMENTS

English 30

Four of: Social Studies 30, French 30, German 30, Latin 30, Ukrainian 30,

Chemistry 30, Physics 30, Biology 30, Mathematics 30, Mathematics 31.

5 unit non-matriculation examination subject at Grade XII level

with an OVER-ALL AVERAGE OF 60% OR BETTER.

PROGRAM FOR FACULTY OF EDUCATION

English 240
Psychology 202
Sociology 202
2 courses from Section I or II: one should be a teaching major
if possible.

THE FACULTY OF HOUSEHOLD ECONOMICS

ADMISSION REQUIREMENTS

English 30
Mathematics 30
Chemistry 30
A language 30

One of: Social Studies 30, Physics 30, Biology 30

OVER-ALL AVERAGE OF 60% OR BETTER.

PROGRAM FOR FACULTY OF HOUSEHOLD ECONOMICS

English 240
Chemistry 250
Economics 200
2 courses from Group I

N.B. – If the student intends to become a teacher in Household Economics the option should be Psychology 202 or Philosophy 241.

THE FACULTY OF PHYSICAL EDUCATION

ADMISSION REQUIREMENTS

English 30
Chemistry 30
3 other departmental examination subjects with an OVER-ALL
AVERAGE OF 60% OR BETTER. (Biology 30 recommended).

PROGRAM FOR FACULTY OF PHYSICAL EDUCATION

English 240
Chemistry 250 or Biology 200
A social science: (Psychology 202 or Sociology 202 recommended)
Physical Education 203
Physical Education 204
Physical Education 205
Physical Education 207
Physical Education 209

(Consult Chairman of Physical Education in planning program).

DEGREE IN AGRICULTURE OR PRE-VETERINARY PROGRAM

ADMISSION REQUIREMENTS

English 30
Chemistry 30
Language 30
Mathematics 30

One of: Social Studies 30, Physics 30, Biology 30, or second Language 30

OVER-ALL AVERAGE OF 60% OR BETTER.

Mathematics 31 recommended as an extra subject.

PROGRAM FOR DEGREE IN AGRICULTURE OR PRE-VETERINARY PROGRAM

English 240
Economics 200
Biology 200
Chemistry 230
Mathematics 211

Students who do not have credit in Mathematics 31 will be required to take Mathematics 111 as a co-requisite.

THE FACULTY OF MEDICINE AND DENTISTRY

ADMISSION REQUIREMENTS FOR PRE-MEDICINE OR PRE-DENTISTRY

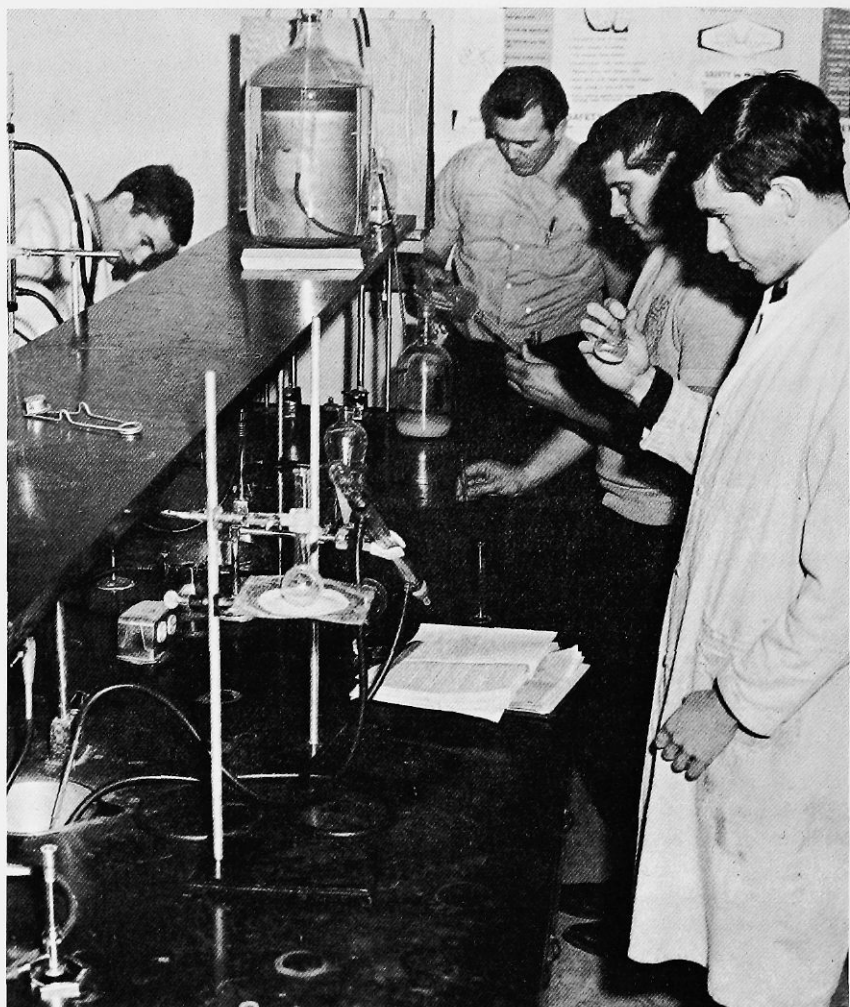
English 30
Mathematics 30
Chemistry 30
Foreign Language 30
Physics 30 or Biology 30

OVER-ALL AVERAGE OF 60% OR BETTER.

PROGRAM FOR PRE-MEDICINE AND PRE-DENTISTRY

English 240
Chemistry 230
Mathematics 211
Biology 200
Plus one option from Group I

Students who do not have credit in Mathematics 31 will be required to take Mathematics 111 as a corequisite.



Students try practical experiments in one of the chemistry laboratories to investigate some of the principles studied in their courses.

PROGRAM "B"

. . . high school diploma program for students wishing to complete university degrees outside Alberta

This program provides two years of Junior College courses which may be transferable to senior institutions for students who wish to proceed on to a university degree.

A student may take an arts and science program or may take arts and science courses with a major in his field of interest. In the latter case, the student would take a basic core of arts and science courses and a selected number of courses from the professional field.

MAJORS OFFERED

General Arts and Science	(see page 71)
Applied Social Sciences (Social Welfare)	(see page 71)
Architecture	(see page 72)
Business Administration	(see page 73)
Engineering	(see page 73)
Interior Design	(see page 74)
Journalism	(see page 75)
Optometry	(see page 76)
Petroleum Land Management	(see page 77)
Physical Education	(see page 77)
Recreation and Outdoor Education	(see page 78)
Religious Education	(see page 79)
Secretarial Science	(see page 80)

COURSES OFFERED IN PROGRAM "B"

See description of courses beginning on page 107.

GROUP I (NATURAL SCIENCES)

Biology 110 – Fundamentals of Biology
Biology 111 – Heredity and Evolution
Biology 114 – Anatomy and Physiology
Biology 115 – Parasitism
Biology 211 – Vertebrate Animals
Chemistry 110 – Principles of Chemistry
Chemistry 111 – Introductory Organic Chemistry
Geography 110 – Physical Geography
Geography 111 – Climate and Man
Geography 113 – Land Forms and Man
Geology 110 – General Historical Geology
Geology 111 – General Physical Geology
Geology 210 – Physical Geology
Geology 211 – Historical Geology
Mathematics 102 – Introduction to Elementary Algebra
Mathematics 103 – Elementary Mathematics
Mathematics 105 – Trigonometry
Mathematics 107 – Solid Geometry
Mathematics 112 – Introductory Finite Mathematics
Mathematics 113 – Finite Mathematics
Mathematics 120 – Introductory Calculus
Mathematics 121 – Calculus
Mathematics 220 – Calculus
Mathematics 221 – Calculus
Mathematics 222 – Introductory Statistics
Mathematics 223 – Statistics
Mathematics 224 – Mathematics Used in Business
Mathematics 225 – Mathematics for Business Application

GROUP II (SOCIAL SCIENCES)

Economics 110 – Introduction to Economics
Economics 111 – Economic Analysis
Economics 210 – History of European Economic Development
Economics 211 – History of Canadian Economic Development
Geography 210 – Human Geography
Geography 211 – Human Geography
Geography 220 – Latin America
Geography 221 – Oceania
Geography 240 – Cartography
Government 112 – Government of the United States
Government 113 – Government of Canada
History 112 – History of the United States to the Civil War
History 113 – History of the United States from the Civil War
History 116 – Europe to 1648

History 117 – Europe from 1648
 History 120 – History of Canada to 1867
 History 121 – History of Canada from 1867
 Political Science 110 – Introduction to Political Science
 Political Science 111 – The Structure and Dynamics of Government
 Political Science 210 – Introduction to International Relations
 Political Science 211 – Power in International Relations
 Psychology 110 – Introductory Interpersonal Behaviour
 Psychology 111 – Introductory Experimental Psychology
 Psychology 210 – Introductory Developmental Psychology
 Psychology 211 – Developmental Psychology
 Psychology 215 – Theories of Personality
 Psychology 216 – Normal and Abnormal Personality Adjustment
 Sociology 110 – Introductory Sociology
 Sociology 111 – Social Problems
 Sociology 210 – Social Stratification
 Sociology 211 – Race and Ethnic Relations
 Sociology 212 – The Family
 Sociology 213 – Criminology

GROUP III (HUMANITIES)

Drama 110 – Oral Interpretations
 Drama 114 – Fundamentals of Acting
 Drama 115 – Techniques of Acting
 Drama 120 – Early Theatre
 Drama 121 – Modern Theatre
 English 110 – Principles of English Composition
 English 111 – English Composition and Literature
 English 210 – English Literature to the 18th Century
 English 211 – English Literature from the 18th Century
 English 212 – 19th Century American Literature
 English 213 – 20th Century American Literature
 English 214 – 18th and 19th Century English Novel
 English 215 – Modern English Novel
 English 216 – Early Drama
 English 217 – Modern Drama
 English 218 – Canadian Prose
 English 219 – Canadian Drama and Poetry
 English 231 – Technical Writing
 French 110 – Introductory Oral French
 French 111 – Oral French
 French 210 – Early French Writing
 French 211 – Modern French Writing
 French 221 – French Comprehension
 German 110 – Introductory College German
 German 111 – College German
 Music 102 – History of Musical Style to 1825
 Music 103 – History of Musical Style (1825 to Present)
 Music 110 – Beginning Harmony and Counterpoint
 Music 111 – Intermediate Harmony and Counterpoint

Music 120 – Mixed Chorus
 Music 121 – College Choir
 Music 122 – Concert Band
 Music 123 – Concert Band
 Music 124 – Orchestra
 Music 125 – Concert Orchestra
 Music 210 – Second Year Theory
 Music 211 – Advanced Harmony and Counterpoint
 Philosophy 110 – History of Ancient Philosophy
 Philosophy 111 – History of Modern Philosophy
 Philosophy 210 – Primary Philosophical Problems
 Philosophy 211 – Moral Philosophy
 Religion 110 – Old Testament Fact and Fable
 Religion 111 – New Testament Fact and Fable
 Religion 121 – Preparation for Marriage
 Religion 160 – The Philosophy of Religion
 Religion 211 – Problems in Religion and Life
 Religion 220 – World Religions
 Religion 221 – World Religions
 Religion 240 – Early Christian Doctrine
 Religion 241 – Christian Doctrine
 Religion 250 – Early Church History
 Religion 251 – Canadian Church History
 Religion 265 – Sociology of Religion
 Speech 110 – Fundamentals of Speech
 Speech 111 – Effective Speaking
 Speech 210 – Advanced Speech Techniques
 Speech 211 – Public Speaking

GROUP IV (PHYSICAL EDUCATION)

Physical Education 170 – Historical and Philosophical Survey
 Physical Education 171 – Survey of Current Practices
 Physical Education 174 – Aquatics and Sailing
 Physical Education 175 – Aquatics and Canoeing
 Physical Education 177 – Basketball Coaching
 Physical Education 178 – Field Games and Volleyball
 Physical Education 181 – Team Sport Planning
 Physical Education 210 – Badminton
 Physical Education 218 – Introductory Contemporary Dance
 Physical Education 219 – Intermediate Contemporary Dance
 Physical Education 239 – Golf and Archery
 Physical Education 242 – Introductory Gymnastics
 Physical Education 243 – Intermediate Gymnastics
 Physical Education 246 – Introductory Judo
 Physical Education 247 – Intermediate Judo
 Physical Education 254 – Social Dance
 Physical Education 255 – Folk and Ethnic Dancing
 Physical Education 262 – Introductory Wrestling
 Physical Education 263 – Intermediate Wrestling
 Physical Education 270 – Elementary School Physical Education
 Physical Education 271 – Principles and practices of Athletic Training

Service Physical Education 102 – Foundations in Physical Education
 Service Physical Education 106 – Introductory Aquatics
 Service Physical Education 107 – Aquatics and Small Craft
 Service Physical Education 110 – Introductory Badminton
 Service Physical Education 111 – Intermediate Badminton
 Service Physical Education 115 – Basketball Coaching
 Service Physical Education 118 – Introductory Contemporary Dance
 Service Physical Education 119 – Intermediate Contemporary Dance
 Service Physical Education 122 – Introductory Fencing
 Service Physical Education 123 – Intermediate Fencing
 Service Physical Education 126 – Field Games and Volleyball
 Service Physical Education 130 – Introductory Fitness Training
 Service Physical Education 131 – Fitness Training
 Service Physical Education 134 – Folk and Ethnic Dance
 Service Physical Education 135 – Folk and Ethnic Dance
 Service Physical Education 139 – Golf and Archery
 Service Physical Education 142 – Introductory Gymnastics
 Service Physical Education 143 – Intermediate Gymnastics
 Service Physical Education 146 – Introductory Judo
 Service Physical Education 147 – Intermediate Judo
 Service Physical Education 150 – Skiing
 Service Physical Education 151 – Skiing
 Service Physical Education 154 – Social Dance
 Service Physical Education 155 – Social Dance
 Service Physical Education 158 – Swimming
 Service Physical Education 159 – Swimming and Diving
 Service Physical Education 162 – Introductory Wrestling
 Service Physical Education 163 – Intermediate Wrestling

GROUP V (OTHER COURSES)

Accounting 222 – Accounting Fundamentals
 Accounting 223 – Principles of Accounting
 Business 110 – Personnel and Financial Management
 Business 111 – Production and Marketing
 Business 230 – Principles of Management
 Business 231 – Personnel Administration
 Business 233 – Introduction to Finance
 Business 234 – Business Law
 Business 239 – Business Letters and Report Writing
 Business 250 – Elements of Marketing
 Business 256 – Principles of Advertising
 Business 278 – Human Relations
 Community Service 110 – Emotional Growth
 Community Service 111 – Emotional Security
 Community Service 210 – Skills and Techniques
 Community Service 211 – Problems of Abnormal Behaviour
 Engineering 100 – Engineering Drawing
 Engineering 111 – Descriptive Geometry
 Engineering 120 – Engineering Problems
 Engineering 209 – Survey School
 Engineering 210 – Surveying

Engineering 211 – Geometrology
 Engineering 214 – Mechanics and Heat
 Engineering 215 – Electricity and Magnetism
 Engineering 252 – Statics
 Engineering 253 – Dynamics
 Journalism 110 – Introduction to Journalism
 Journalism 111 – General Reporting
 Journalism 210 – Editing
 Journalism 211 – History of Journalism
 Journalism 220 – Reporting Public Affairs
 Journalism 221 – Free Lance Writing
 Recreation 110 – Introduction to Recreation
 Recreation 111 – Survey of Programs
 Recreation 130 – Introductory Indoor-Outdoor Recreation
 Recreation 131 – Indoor-Outdoor Recreation
 Recreation 137 – Program Planning
 Recreation 141 – Essentials of Group Work
 Recreation 142 – Recreation Administration
 Recreation 147 – Private Agencies
 Recreation 210 – Outdoor Education
 Recreation 211 – Camping Education
 Recreation 230 – Practical Recreation Skills
 Recreation 231 – Practical Recreation Skills
 Recreation 240 – Internship and Seminar
 Recreation 241 – Internship and Seminar
 Religious Education 110 – Fact and Fable in the Old Testament
 Religious Education 111 – Fact and Fable in the New Testament
 Religious Education 160 – Philosophy of Religion
 Religious Education 213 – Counselling
 Religious Education 222 – Curriculum and Worship
 Religious Education 231 – Leadership
 Religious Education 232 – Introductory Internship
 Religious Education 233 – Internship
 Religious Education 240 – Early Christian Doctrine
 Religious Education 241 – Christian Doctrine
 Religious Education 250 – Early Church History
 Religious Education 251 – Canadian Church History
 Religious Education 265 – Sociology of Religion
 Secretarial Science 110 – Elementary Typewriting
 Secretarial Science 121 – Intermediate Typewriting
 Secretarial Science 130 – Elementary Shorthand (Pitman)
 Secretarial Science 131 – Intermediate Shorthand (Pitman)
 Secretarial Science 135 – Elementary Shorthand (Gregg)
 Secretarial Science 136 – Elementary Shorthand (Forkner)
 Secretarial Science 150 – Fundamentals of Accounting
 Secretarial Science 151 – Intermediate Accounting
 Secretarial Science 180 – Orientation in Specialized Fields
 Secretarial Science 181 – Secretarial Procedure
 Secretarial Science 210 – Advanced Typewriting
 Secretarial Science 230 – Advanced Shorthand and Transcription
 Secretarial Science 250 – Introduction to Electronic Data Processing
 Secretarial Science 251 – Intermediate Electronic Data Processing

PROGRAMS OFFERED

GENERAL ARTS AND SCIENCE PROGRAM

This is an Arts and Science program designed for students wishing to take a general course in arts and science. It provides two years of junior college courses which may be equivalent to the first two years of a four-year university program in arts and science.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "B."

PROGRAM OUTLINE

First Year

FIRST SEMESTER

English 110

SECOND SEMESTER

English 111

plus

Two courses – Group I

Six courses – Group I or II

See page 66 for listing of courses.

Second Year

FIRST SEMESTER

English 210

SECOND SEMESTER

English 211

plus

Eight courses – Group I or II

See page 66 for listing of courses.

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

ARTS AND SCIENCE WITH MAJOR IN APPLIED SOCIAL SCIENCES

This is an Arts and Science program designed for students who wish to major in Applied Social Sciences. It provides two years of junior college courses which may be equivalent to the first two years of a four-year university program in arts and science.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "B."

In addition the student must have a personal interview with the Program Chairman and be recommended by him.

PROGRAM OUTLINE

First Year

FIRST SEMESTER

English 110
Psychology 110
Sociology 110
Community Service 110
Biology 110

SECOND SEMESTER

English 111
Psychology 111
Sociology 111
Community Service 111
Biology 111

Second Year

FIRST SEMESTER

Sociology 210
Psychology 210
Community Service 210
Two of: Economics 110
Psychology 215
History 116
History 212
Political Science 110
Sociology 212

SECOND SEMESTER

Sociology 213
Psychology 211
Community Service 211
Two of: Economics 111
History 117
Political Science 111
Psychology 216
Sociology 212
History 213
Government 213

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

ARTS AND SCIENCE WITH MAJOR IN ARCHITECTURE

This is an Arts and Science program designed for students who wish to major in Architecture. It provides the first year of a five-year program leading to a degree.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "B." In addition the student must have 50% standing in the following subjects:

Mathematics 30
Mathematics 31
Physics 30

English 30
Social Studies 30

PROGRAM OUTLINE

FIRST SEMESTER

Economics 110
Engineering 110
History 212
Mathematics 120
English 110
Mathematics 107

SECOND SEMESTER

Engineering 210
Engineering 111
English 111
Government 112
Mathematics 121
Economics 111
Engineering 209 (after final examinations)

GRADUATION REQUIREMENTS

A certificate is awarded at the end of the first year to students who have successfully completed 34 credits with a grade of "C" or better in each course.

ARTS AND SCIENCE WITH MAJOR IN BUSINESS ADMINISTRATION

This program is designed to prepare students for admission to the third year of Business Administration in a four-year program of a degree-granting institution. On graduation students will be able to seek positions in business and industry or apply for graduate study in business administration in the university of their choice.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "B."

PROGRAM OUTLINE

First Year

FIRST SEMESTER

Business 110
Economics 110
English 110
Speech 110
One of: Mathematics 102, 112, or 120
One of: Psychology 110 or
Sociology 110

SECOND SEMESTER

Business 111
Economics 111
English 111
Speech 111
One of: Mathematics 103, 113 or 121
One of: Psychology 111 or
Sociology 111

Second Year

FIRST SEMESTER

Accounting 222
One of: Biology 110
Geology 110
English 210
One of: History 116
History 212
Statistics 236

SECOND SEMESTER

Accounting 223
One of: Biology 111
Geology 111
English 211
One of: History 117
History 213
Statistics 237

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

ARTS AND SCIENCE WITH MAJOR IN ENGINEERING

This is a program designed for students wishing to major in Engineering. It provides two years of Junior College courses which may be equivalent to the first two years of a four-year university program in Engineering.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "B."
In addition, the student must have a 50% standing in each of the following courses:

Mathematics 30
Mathematics 31
Physics 30

Chemistry 30
English 30
Social Studies 30

PROGRAM OUTLINE

First Year

FIRST SEMESTER
Chemistry 110
Engineering 110
English 110
Mathematics 120
Mathematics 107
Engineering 120

SECOND SEMESTER
Engineering 210
Chemistry 111
Engineering 111
English 111
Mathematics 121
Government 112
Engineering 209 (after final examinations)

Second Year

FIRST SEMESTER
Engineering 214
Engineering 252
Mathematics 220
Geology 210
History 212
Economics 110

SECOND SEMESTER
Engineering 215
Engineering 253
Mathematics 221
Economics 111
English 231
One of: Engineering 211
Geology 211

GRADUATION REQUIREMENTS

The student must have 64 credits with a grade "C" or better in each course.

ARTS AND SCIENCE WITH MAJOR IN INTERIOR DESIGN

This program provides two years of undergraduate study for students wishing to transfer to a United States university or obtain a degree in Interior Design. The program core emphasizes arts and science courses while including interior design courses.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "B."

First Year

FIRST SEMESTER

English 110
French 110
Sociology 110
Geography 110
Interior Design 110
Interior Design 118

SECOND SEMESTER

English 111
French 111
Sociology 111
Geography 111
Interior Design 111
Interior Design 113

Second Year

FIRST SEMESTER

English 210
History 112
Psychology 110
Interior Design 218
Interior Design 220

SECOND SEMESTER

English 211
Government 112
Psychology 111
Interior Design 219
Interior Design 221

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

ARTS AND SCIENCE WITH MAJOR IN JOURNALISM

This is an Arts and Science program designed for students wishing to major in Journalism. It provides two years of junior college courses which may be equivalent to the first two years of a four-year university program in Journalism.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "B."
In addition, the student must receive approval from the Chairman of the Program.

PROGRAM OUTLINE

First Year

FIRST SEMESTER

English 110
Economics 110
Journalism 110
Political Science 110
Psychology 110

SECOND SEMESTER

English 111
Economics 111
Journalism 111
Political Science 111
Psychology 111

Students who have no typing background should take a typing course in the first semester.

Second Year

FIRST SEMESTER

One of: History 212
History 220
History 116
English 210
Journalism 220
Sociology 110
One of: Geology 110
Geography 110

SECOND SEMESTER

One of: History 213
History 221
History 117
English 211
Journalism 221
Sociology 111
One of: Geology 111
Geography 111

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

ARTS AND SCIENCE WITH MAJOR IN OPTOMETRY

This is an Arts and Science program designed for students wishing to major in Optometry. It provides two years of junior college courses which may be equivalent to the first two years of a six-year university program in Optometry.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "B." In addition students must have a High School Diploma with 50% standing in each of the following subjects:

Mathematics 30
Mathematics 31

Physics 30
Chemistry 30

PROGRAM OUTLINE

First Year

FIRST SEMESTER

English 110
Mathematics 120
Biology 110
Chemistry 110
Speech 110

SECOND SEMESTER

English 111
Mathematics 121
Biology 114
Chemistry 111
Physical Education

Second Year

FIRST SEMESTER

English 210
Physics 214
Psychology 110
Sociology 110
Biology 211
Elective

SECOND SEMESTER

English 211
Physics 215
Psychology 111
Economics 110
Two electives

GRADUATION REQUIREMENTS

A total of 68 credits with a "C" average or better, in each course.

ARTS AND SCIENCE WITH MAJOR IN PETROLEUM LAND MANAGEMENT

This is a program designed for students wishing to major in Petroleum Land Management. It provides two years of junior college courses which may be equivalent to the first two years of a four-year university program in Petroleum Land Management.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "B."

PROGRAM OUTLINE

First Year

FIRST SEMESTER

Engineering 110
English 110
Geology 210
Sociology 110
History 212

SECOND SEMESTER

Engineering 111
English 111
Geology 211
Philosophy 111
Mathematics 103

Second Year

FIRST SEMESTER

Accounting 222
Statistics 236
Economics 110
Mathematics 120
Psychology 110

SECOND SEMESTER

Accounting 223
Economics 111
English 211
Government 112
Speech 111
English 231

GRADUATION REQUIREMENTS

A student must have 64 credits with a grade of "C" or better in each course.

ARTS AND SCIENCE WITH MAJOR IN PHYSICAL EDUCATION

This is an Arts and Science program designed for students wishing to major in Physical Education. It provides two years of junior college courses which may be equivalent to the first two years of a four-year university program in Physical Education.

ADMISSION REQUIREMENTS

See page 24 for General Admission Requirements.

PROGRAM OUTLINE

First Year

FIRST SEMESTER

English 110
Psychology 110
Speech 110
Sociology 110
Physical Education 170
One of: Physical Education 174
Physical Education 178

SECOND SEMESTER

English 111
Psychology 111
Speech 111
Sociology 111
Physical Education 171
One of: Physical Education 177
Physical Education 181

Second Year

FIRST SEMESTER

Biology 110
One of: English 210
Sociology 210
Psychology 210
French 110
One of: History 116
History 212
Physical Education 270
Physical Education activity course
approved by advisor

SECOND SEMESTER

Biology 111
One of: English 211
Sociology 211
Psychology 211
French 111
One of: History 117
Government 212
Physical Education 271
Physical Education activity course
approved by advisor

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

ARTS AND SCIENCE WITH MAJOR IN RECREATION AND OUTDOOR EDUCATION

This is an Arts and Science program designed for students wishing to major in Recreation and Outdoor Education. It provides two years of junior college courses which may be equivalent to the first two years of a four-year university program in Recreation and Outdoor Education.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "B."

PROGRAM OUTLINE

First Year

FIRST SEMESTER

English 110
Psychology 110
Sociology 110
Speech 110
Recreation 110
One of: Physical Education
activity class
Religion 160
Religion 220

SECOND SEMESTER

English 111
Psychology 111
Sociology 111
Speech 111
Recreation 111
One of: Physical Education
activity class
Religion 160
Religion 220

Second Year

FIRST SEMESTER

English 210
One of: History 116
History 212
Biology 110
Recreation 240
One of: Psychology 210
Sociology 211

SECOND SEMESTER

English 211
One of: History 117
Government 112
Biology 114
Recreation 241
One of: Psychology 211
Sociology 211

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

ARTS AND SCIENCE WITH MAJOR IN RELIGIOUS EDUCATION

This is an Arts and Science program designed for students wishing to major in Christian Education. The program leads to matriculation into Covenant College, United Church training school.

ADMISSION REQUIREMENTS

See page 24 for General Admission Requirements.

COURSE OUTLINE

First Year

FIRST SEMESTER

History 116
Psychology 110
Biology 110
Religious Education 240
Religious Education 160
Religious Education 220

SECOND SEMESTER

History 117
Psychology 111
Biology 111
Religious Education 241
Religious Education 265
Speech 111

Second Year

FIRST SEMESTER

English 210
Sociology 110
Religious Education 110
Religious Education 232
Religious Education 250
Recreation 140

SECOND SEMESTER

English 211
Sociology 111
Religious Education 111
Religious Education 213
Religious Education 231
Religious Education 233
Religious Education 251

GRADUATION REQUIREMENTS

A total of 64 credits in subjects as specified above. This program has been set up for transfer to Covenant College.

SECRETARIAL SCIENCE

The two-year program is designed for those students desirous of broadening their business knowledge with the overall objective of transferring to a degree-granting university or college. The schedule as presented is a recommended course outline and may be altered to fit the student's need.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "B."

PROGRAM OUTLINE

First Year

FIRST SEMESTER

English 110
Business 160
Secretarial Science 110
Secretarial Science 130
Secretarial Science 150
Elective

SECOND SEMESTER

English 111
Secretarial Science 121
Secretarial Science 131
Secretarial Science 151
Electives

Second Year

FIRST SEMESTER

Business 239
Secretarial Science 210
Secretarial Science 230
Secretarial Science 250
Electives

SECOND SEMESTER

Secretarial Science 181
Secretarial Science 251
Electives

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

PROGRAM "C"

DEFICIENCY OR CMUP PROGRAM

This is a program offered in affiliation with The University of Calgary and is designed to allow a student with a deficiency in senior matriculation to clear this deficiency while studying first year university courses. The advantage to the student is that he saves a year in obtaining his first year in a university program.

This program is available both in the Fall-Winter Sequence (September to April) and the Spring-Summer Sequence (January to August).

Admission to the program is restricted to students who have either:

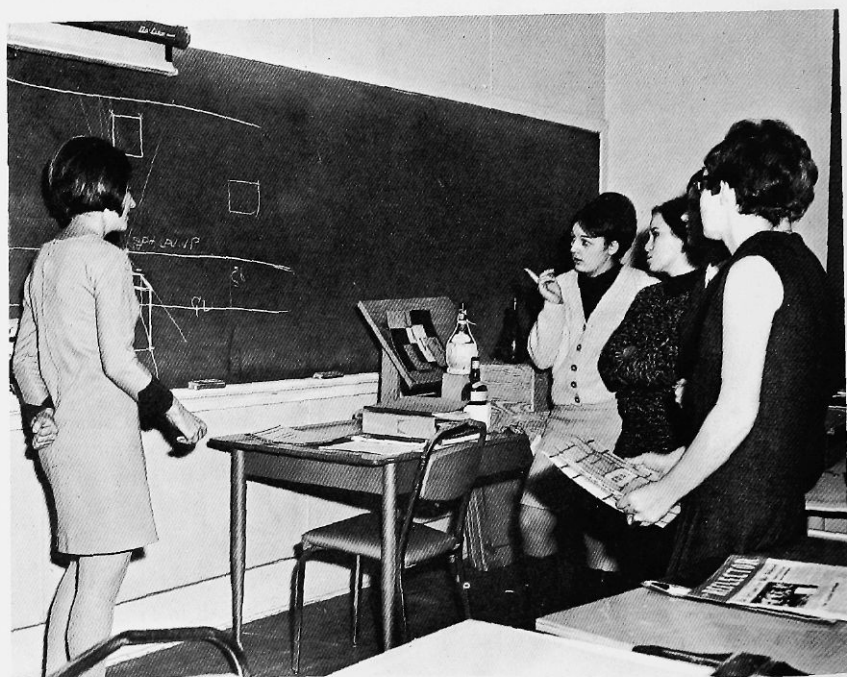
- (a) credit in four matriculation subjects including English 30, with an overall average of at least 60%, or
- (b) credit in at least five matriculation subjects including English 30, lacking an average of 60% but having an average of 58%.

The student must also have a 50% average in each subject presented, including English 30. He then registers in four first year University of Calgary courses and in addition takes the remaining Grade XII subject required to complete his matriculation. If he is successful in completing his matriculation and if he is later successful in his four first-year university courses, he may then apply to The University of Calgary to enter the second year of the faculty in which he started. The first year university course remaining may be taken at a summer session or during the second year at the University of Alberta.

PROGRAMS OFFERED

The programs offered under Program "C" are the same as offered in Program "A". See program descriptions starting page 56.

Students wishing to take this program must plan their program in consultation with the Mount Royal Junior College Counselling Centre.



Practical design problems make up a major part of the program in Interior Design.

PROGRAM "D"

... Adult High School and Preparatory programs

ADULT HIGH SCHOOL

This is a program for students who lack educational prerequisites for Programs "A", "B", "C" and "E". It is comprised of an adult high school in which the student may complete the requirements for a High School Diploma and enter Program "B", or he may complete requirements for Senior Matriculation and enter Program "A".

ADULT PRIVILEGES

Any student 18 years of age or older may register in the Adult High School Program at Mount Royal Junior College. All adult privileges offered by the Department of Education will be extended to these students. An adult student may, therefore, register in any Grade XII subject for credit without holding the prerequisites for these courses. To receive matriculation standing he must write the examination set by the Department of Education.

The College may also recommend adult students for credit in all Grade XII examination subjects except in English 30 and English 33. These credits will apply towards a High School Diploma, but do not apply to matriculation. With the exception of English 33, a course labelled "33" is identical in content to the corresponding course labelled "30". Where adult students are recommended in Grade XII examination subjects they will be awarded credits for the "33" series rather than the "30" series. When so recommended, the student will be awarded credits according to the table printed below.

Adult students choosing this option may earn credits as shown on the schedule below if they obtain a 50% (B) average in each subject. Students who earn between 40 and 49% (C) in these subjects will earn 5 credits per subject. The credits shown are maximum credits only and may be discounted proportionately for any credits previously earned in the Grade X or XI sequence of courses.

English 30	20 credits	Chemistry 30 or 33	10 credits
English 33	15 credits	Physics 30 or 33	10 credits
Social Studies 30	15 credits	Biology 30 or 33	10 credits
Social Studies 33	10 credits	French 30 or 33	15 credits
Mathematics 30 or 33 ...	15 credits	German 30 or 33	15 credits
Mathematics 31	5 credits	Latin 30 or 33	15 credits

1. Requirements for Diploma

The Department of Education sets forth the following as requirements for a High School Diploma:

- English: at least 15 credits (including 5 in English 10 and 5 in English 30 or 33).
- Social Studies: at least 10 credits (including 5 in Social Studies 10).
- Physical Education 10: at least 2 credits.
- Other credits to make a total of 100 credits including:
 - credit in at least one mathematics course.
 - credit in at least one science course.
 - credit in two Grade XII subjects in addition to English 30 or 33.

An approved course offered for 15 credits or more in Grade XII is accepted as an equivalent of two Grade XII courses.

Students seeking diplomas are given considerable freedom of choice in English and Social Studies. After taking English 10 students may choose any of the English courses in Grade X and Grade XI and then proceed to English 30 or 33. In Grade XI one or more of Social Studies 20, Geography 20 or Sociology 20 may be chosen. Credits in Economics 30 or Social Studies 30 (diploma) may also be used to satisfy the social studies diploma requirements.

2. General Requirements for Matriculation

Students from the high schools of Alberta seeking admission to The University of Calgary must possess:

A High School Diploma which includes:

- Twenty credits in high school English courses including English 30.
- "B" or higher standing in the required courses of Grade XII as set forth in the prescriptions of the various schools and faculties, and
- an average of at least 60% except as otherwise specified by various faculties. See pages 60 to 63.

3. Regulations for Adults seeking a High School Diploma at Mount Royal Junior College

Students who already have credits towards a High School Diploma may take high school subjects in order to complete requirements for this diploma. The College

cannot offer sufficient courses to assure a student that he can earn the complete 100 credits, and it may be necessary to complement the program by correspondence courses in such cases.

The following courses will be offered if a sufficient number of students apply to make up a class:

English 30	French 30
English 33	Economics 30
Social Studies 30	Typing 10, 20, 30
Mathematics 30	Bookkeeping 10, 20, 30
Mathematics 31	Office Practcie 10, 20, 30
Chemistry 30	Shorthand 10, 20, 30
Physics 30	Drama 30
Biology 30	Music 30
Preparatory English	
Preparatory Mathematics	
Preparatory Science	
Preparatory French	

PREPARATORY PROGRAM

Since many adult students will find they lack the background necessary to cope with some Grade XII subject matter, special preparation courses will be offered in the several subject areas as needed, e.g. students who want to earn credit in Mathematics 30, French 30, Chemistry 30, but whose background may be weak in these subjects will be expected to enroll in the following one semester courses:

Preparation Mathematics
Preparation Chemistry
Preparation French

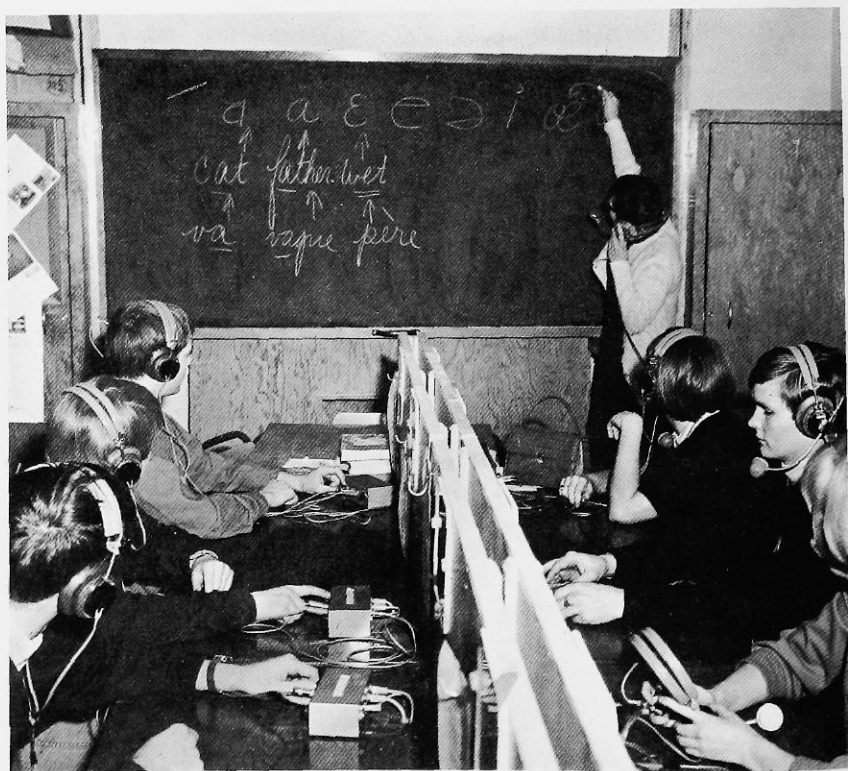
Students who need more basic instruction may be required to enroll in a basic developmental program. This program will offer fundamental instruction in such areas as:

Arithmetic
Grammar
Composition
Basic Science

All students will be required to undergo testing and evaluation procedures. The results of these tests may be used to determine the level at which they will be placed in the subject desired.

The developmental programs are designed in such a way as to permit each student to progress at his own rate. While some students may require only a few weeks to master the fundamental concepts, others may find profit in spending an entire semester in this type of program.

Training of a more specialized nature may also be arranged in such areas as remedial reading and techniques of study. Instruction in these areas will normally be offered on an **individual basis** through the counselling centre or the reading clinic of Mount Royal Junior College.



A language laboratory is used by students to assist in gaining a working oral knowledge of the language studies offered at the College.

PROGRAM "E"

... career programs leading to employment

The objective of these programs is to provide post-secondary education in specialized areas to students who wish to go directly into employment upon graduation from Mount Royal Junior College.

The programs provide general courses in such fields as the social and natural sciences and humanities. The bulk of each program is made up of an extensive pattern of specialized courses and laboratory sessions directly related to the student's employment aspirations.

Students lacking a high school diploma may be required to spend one or more semesters in preparatory or developmental courses to prepare themselves for full entry into the Professional programs.

While courses in Religion or Physical Education are no longer specific requirements in most subject areas, students are encouraged to include these courses in their programs.

Programs offered in Program "E" are:

Agro-Business	(see page 88)
Broadcasting	(see page 88)
Business Administration	(see page 89)
Community Service	(see page 89)
(a) Welfare Career	
(b) Correctional Career	
Computer Programming and Systems	(see page 91)
Interior Design	(see page 92)
Journalism	(see page 93)
Music	(see page 94)
Nursing	(see page 96)
Recreation and Outdoor Education	(see page 98)
Religious Education	(see page 98)
Secretarial Science	(see page 99)
(a) General Stenographic	
(b) General Clerical	

PROGRAMS OFFERED

AGRO-BUSINESS

This is a program designed to prepare persons to enter businesses and industries that have dealings with the people actively engaged, directly or indirectly, in farming. The graduate will have the opportunity to go into such businesses as banking, grain, fertilizer, insecticide, herbicide, co-operatives, feed mills, and many others.

ADMISSION REQUIREMENTS

1. Minimum 18 years of age.
2. Final acceptance rests with chairman.

PROGRAM OUTLINE

First Year

FIRST SEMESTER
Accounting 100
Agro-Business 100
Mathematics 100
Chemistry 110
Economics 110
English 100

SECOND SEMESTER
Accounting 101
Agro-Business 101
Mathematics 101
Chemistry 111
Economics 111
English 101

Second Year

The second year is still in the planning stages.

BROADCASTING

This program is designed to prepare students to enter the field of broadcasting. After one year of post-high school education in the Junior College the graduates enter employment with a Radio or Television Station. Graduates start out with a reasonably good salary which increases as they become more competent.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "E."

PROGRAM OUTLINE

First Year

FIRST SEMESTER
English 100
Speech 110
Journalism 110
Radio 110
Radio 202
Human Relations 100

SECOND SEMESTER
English 101
Speech 111
Journalism 111
Radio 111
Radio 203
Social Relations 101

BUSINESS ADMINISTRATION

This is a broad general program to provide two years of post-high school education for the student who wants to go into the business world. Graduates have the opportunity to go into any area of business, for example, banking, insurance, finance, selling, retailing, accounting, office work, assistants of all kinds, assistant managers, owners of small businesses, advertising and many others. The graduate becomes an assistant and learns the job. With this graduation and native ability many young people have attained very satisfactory positions.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "E."

PROGRAM OUTLINE

First Year

FIRST SEMESTER

Accounting 100
Business 110
Economics 110
English 100
Human Relations 100
Mathematics 100

SECOND SEMESTER

Accounting 101
Business 111
Economics 111
English 101
Social Relations 101
Mathematics 101

Second Year

FIRST SEMESTER

Business 230
Business 250
Business 278
Business 234
Speech 110

SECOND SEMESTER

Business 231
Business 233
Business 256
Business 239
Speech 111

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

COMMUNITY SERVICES CAREER PROGRAMS

The Community Services Career Programs are designed to prepare practitioners by combining a knowledge of the humanities and behavioural sciences, an understanding of community service theory and philosophy, and practical field experience in a variety of social agencies and institutional settings.

WELFARE CAREER

This is a two-year diploma program designed to train personnel to work in a variety of social agencies. The students, upon graduation, will qualify for employment in both public and private social agencies.

ADMISSION REQUIREMENTS

1. Minimum 18 years of age.
2. Suitable personality.
3. Final acceptance rests with chairman.

PROGRAM OUTLINE

First Year

FIRST SEMESTER

Human Growth and Development
English 100
Community Service Methods
Introductory Applied Psychology
Office Procedure
Field Work

SECOND SEMESTER

Human Growth and Development
English 101
Community Service Methods
Applied Economics
Medical and Psychiatric Information
Field Work

Second Year

The second year is still in the planning stages.

The content of the courses listed above is under development by an advisory committee of community welfare and correction agency experts. These courses are not described in the "COURSE DESCRIPTIONS" section of this calendar. Specific details on these courses will be available from the Information Officer in June 1968.

CORRECTIONAL CAREER

This is a two-year diploma program designed to train personnel to work in a variety of correctional agencies. Students, upon graduation, will qualify for employment in both public and private correctional agencies.

ADMISSION REQUIREMENTS

1. Minimum 18 years of age.
2. Suitable personality.
3. Final acceptance rests with chairman.

PROGRAM OUTLINE

First Year

FIRST SEMESTER

Human Growth and Development
English 100
Correctional Service Methods
Introductory Applied Psychology
Office Procedures
Correctional Field Work

SECOND SEMESTER

Human Growth and Development
English 101
Correctional Service Methods
Applied Economics
Medical and Psychiatric Information
Correctional Field Work

Second Year

The second year is still in the planning stages.

The content of the courses listed above is under development by an advisory committee of community welfare and correctional agency experts. These courses are not described in the "COURSE DESCRIPTIONS" section of this calendar. Specific details on these courses will be available from the Information Officer in June 1968.

COMPUTER PROGRAMMING AND SYSTEMS

This two-year program is designed to provide students with a sound understanding of business procedures, computer fundamentals, programming principles and techniques and systems development.

Emphasis will be placed on the use of a computer system and the method by which this is done, namely, through the medium of software and systems design.

This program will produce a graduate who upon employment in programming, systems or operating should become a productive employee within a short period of time, requiring only a minimum amount of on-the-job training.

The student will become proficient in the writing, testing, debugging and documentation of programming languages. He will also be given extensive training in problem definition and system design and implementation.

Subjects such as economics, business administration, and accounting will provide the graduate with an appreciation of the environment within which the computer operates as a utility to an organization.

All candidates will be interviewed in order to evaluate the applicant's interest and aptitude. Aptitude tests will be given to each applicant to be used as a guide for the student and counsellor.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "E."

PROGRAM OUTLINE

First Year

FIRST SEMESTER

Introduction to Accounting

English

Mathematics

Unit Record Equipment

Computer Fundamentals

Introduction to Programming Systems

SECOND SEMESTER

Advanced Accounting

English

Mathematics

Psychology of Supervision

Data Processing Applications

Computer Programming

Systems Development and Design

Second Year

FIRST SEMESTER

Cost Accounting
Business Statistics
Mathematics
Business Administration, Organization
and Management
Computer Programming
Systems and Procedures

SECOND SEMESTER

Economics
Mathematics of Finance
Mathematics
General Psychology
Systems and Procedures
Advanced Computing and
Programming Systems
Advanced Programming

This program of studies for the second year, which is in the planning stage, may be revised in order to improve the standard of the graduate.

The content of the courses listed above is under development and as a result they are not described in the "COURSE DESCRIPTIONS" section of this calendar. Specific details on these courses will be available from the Information Officer in June 1968.

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

INTERIOR DESIGN

The program is designed to provide training toward a two-year diploma making students acceptable in a semi-professional capacity in the interior design field. After graduating from this program, the student is employable as an Interior Design Assistant. Opportunities for employment in supporting capacities include work with professional interior designers, architects, departmental Interior Design Studios (such as stores, government agencies, etc.), contractors and with suppliers. After earning the diploma and with five years of practical experience under professional supervision, a graduate can become a member of the Registered Interior Designers Institute of Alberta.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "E."

PROGRAM OUTLINE

First Year

FIRST SEMESTER

English 100
Human Relations 100
History 116
Interior Design 110
Interior Design 112
Interior Design 114
Interior Design 116
Interior Design 118

SECOND SEMESTER

English 101
Social Relations 101
History 117
Interior Design 111
Interior Design 113
Interior Design 115
Interior Design 119

Second Year

FIRST SEMESTER

Geography 110
Interior Design 200
Interior Design 210
Interior Design 212
Interior Design 214
Interior Design 216
Interior Design 218
Interior Design 220
Interior Design 222

SECOND SEMESTER

Geography 111
Interior Design 211
Interior Design 213
Interior Design 215
Interior Design 217
Interior Design 219
Interior Design 221
Interior Design 223

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

JOURNALISM

The journalism program at Mount Royal Junior College attempts to satisfy demands for a thorough academic background and skills required by modern journalism. The student concentrates on practical work which can lead directly to a reporting job with a daily newspaper.

Mount Royal's journalism department works closely with The Albertan to provide "on the job" training. Each student puts in a specified number of hours at the newspaper.

Students enrolled in journalism are expected to take an active part in the operations of the student newspaper, the Mount Royal Reflector.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "E."

PROGRAM OUTLINE

First Year

FIRST SEMESTER

English 100
Speech 110
Journalism 110
Political Science 110
Human Relations 100

SECOND SEMESTER

English 101
Speech 111
Journalism 111
Political Science 111
Social Relations 101

Second Year

FIRST SEMESTER

English 210
Journalism 210
Journalism 220
History 220
Geography 110

SECOND SEMESTER

English 211
Journalism 211
Journalism 221
History 221
Geography 111

GRADUATION REQUIREMENTS

See Graduation Requirements as listed on page 25.

MUSIC

This is a two-year professional course for prospective teachers of music. The program leads to a teaching diploma in most musical subjects.

The prescribed course of studies provides a complete preparation for the Association teacher's examination in music of Mount Royal Junior College; the Royal Conservatory of Music, Toronto; The Western Board of Music; or Trinity College of Music, London; and of certain other institutions. While the program outlines the basic pattern of prospective teachers of music, exceptional cases may justify a modification of the program, e.g. where a student has completed all or part of the theoretical requirements for the diploma examination he may be exempted from all or part of the theoretical studies.

ENTRANCE REQUIREMENTS

The minimum requirements for admission to the Professional Diploma Course are as follows:

- (a) Grade X certificate in the student's principal practical subject or equivalent.
- (b) Grade II Theory, Grade III Harmony and History III or equivalent.

The student's scholastic capacity and academic achievement will be reviewed by the Committee on Admissions. Those students with specific academic deficiencies may be required to remedy these weaknesses through attendance of certain classes and completion of prescribed courses. Further information may be obtained from the Director of Fine Arts, Mount Royal Junior College. The program is divided into three principal courses as follows:

Course A – For KEYBOARD INSTRUMENTS:
Pianoforte or Organ

Course B – For ORCHESTRAL INSTRUMENTS:
Strings, Woodwind or Brass

Course C – For SINGING

Each of the courses is designed to cover a two-year period of instruction and study. In very exceptional circumstances where a student shows sound evidence of having completed the work of the First Year, admission to the Second Year may be approved.

COURSE A – Keyboard Instruments (Pianoforte or Organ)

First Year

FIRST SEMESTER

English 100

Music 103

Music 110

Private Lesson – Principal Keyboard Instrument (1 hour per week)

Private Lesson – Second practical study – Strings, Wind or Voice, (½ hour per week)

Class Lesson – Aural Training (1 hour per week)

Class Lesson – Keyboard Harmony (¾ hours per week)

SECOND SEMESTER

English 101

Music 104

Music 111

Private Lesson – Principal Keyboard Instrument (1 hour per week)

Private Lesson – Second practical study – Strings, Wind or Voice, (½ hour per week)

Class Lesson – Aural Training (1 hour per week)

Class Lesson – Keyboard Harmony (¾ hours per week)

Second Year (Offered beginning 1969-70)

FIRST SEMESTER

Sociology 110

Music 210

Private Lesson – Principal Keyboard
Instrument (1 hour per week)

Class Lesson – Pedagogy
(1 hour per week)

Class Lesson – Aural Training
(1 hour per week)

Class Lesson – Pianoforte Literature
(¾ hours per week)

Class Lesson – Keyboard Improvisation
(¾ hours per week)

SECOND SEMESTER

Sociology 111

Music 211

Private Lesson – Principal Keyboard
Instrument (1 hour per week)

Class Lesson – Pedagogy
(1 hour per week)

Class Lesson – Aural Training
(1 hour per week)

Class Lesson – Pianoforte Literature
(¾ hours per week)

Class Lesson – Keyboard Improvisation
(¾ hours per week)

COURSE B – Orchestral Instruments (Strings, Woodwind or Brass)

First Year

FIRST SEMESTER

English 100

Music 102

Music 110

Music 122 or 124

Private Lesson – Principal Orchestral
Instrument (1 hour per week)

Private Lesson – Second practical
study – Pianoforte required
(½ hour per week)

Class Lesson – Aural Training
(1 hour per week)

SECOND SEMESTER

English 101

Music 103

Music 111

Music 123 or 125

Private Lesson – Principal Orchestral
Instrument (1 hour per week)

Private Lesson – Second practical
study – Pianoforte required
(½ hour per week)

Class Lesson – Aural Training
(1 hour per week)

Second Year (Offered beginning 1969-70)

FIRST SEMESTER

Sociology 110

Music 210

Private Lesson – Principal Orchestral
Instrument (1 hour per week)

Private Lesson – Second practical
study – Pianoforte required
(½ hour per week)

Class Lesson – Pedagogy
(½ hour per week)

Class Lesson – Aural Training
(1 hour per week)

Class Lesson – Orchestral or Band
Workshop

SECOND SEMESTER

Sociology 111

Music 211

Private Lesson – Principal Orchestral
Instrument (1 hour per week)

Private Lesson – Second practical
study – Pianoforte required
(½ hour per week)

Class Lesson – Pedagogy
(½ hour per week)

Class Lesson – Aural Training
(1 hour per week)

Class Lesson – Orchestral or Band
Workshop

COURSE C – Singing

First Year

FIRST SEMESTER

English 110

Music 110

Music 103

Private Lesson – Singing

(1 hour per week)

Private Lesson – Second practical
study – Pianoforte required

(½ hour per week)

Class Lesson – Aural Training

(1 hour per week)

SECOND SEMESTER

English 111

Music 111

Music 121

Music 104

Private Lesson – Singing

(1 hour per week)

Private Lesson – Second practical
study – Pianoforte required

(½ hour per week)

Class Lesson – Aural Training

(1 hour per week)

Second Year (Offered beginning 1969-70)

FIRST SEMESTER

Sociology 110

Music 210

Private Lesson – Singing

(1 hour per week)

Private Lesson – Second practical
study – Pianoforte required

(½ hour per week)

Class Lesson – Vocal Pedagogy

(½ hour per week)

Class Lesson – Aural Training

(1 hour per week)

Class Lesson – Choral Workshop

(3 hours per week)

SECOND SEMESTER

Sociology 111

Music 211

Private Lesson – Singing

(1 hour per week)

Private Lesson – Second practical
study – Pianoforte required

(½ hour per week)

Class Lesson – Vocal Pedagogy

(½ hour per week)

Class Lesson – Aural Training

(1 hour per week)

Class Lesson – Choral Workshop

(3 hours per week)

NURSING (Diploma Program)

The nursing program offers an opportunity for qualified students to become registered nurses in a two-year period.

The objectives of the program are to assist the student to become a safe and effective practitioner in the nursing of patients of all ages with the most common nursing problems, to qualify for registration in the Province of Alberta, and develop interests in the social sciences, the humanities and cultural areas that lead to a more satisfying life. These objectives are met through the combination of educational offerings in a community college and nursing experiences in several local hospitals. The program has been approved by the Universities' Co-ordinating Council of Alberta and is subject to the regulations governing all schools of nursing in Alberta.

ADMISSION REQUIREMENTS

Minimum admission requirements have been established by the Universities' Co-ordinating Council. They are:

Alberta High School Diploma

100 credits

"B" or higher in:

English 30 or 33

One Grade XII Science

Two other Grade XII subjects

Applicants must be mentally and physically healthy. There is no age limit and the program is open to both men and women.

ADULT PRIVILEGE FOR ADMISSION

In exceptional cases adults may be admitted on the basis of:

1. Preregistration tests to assess the student's potential and to plan, if necessary, a remedial program.
2. A 'B' standing or higher in:
 - (a) English 30 or 33
 - (b) One Grade XII science or an equivalent science course approved by the Department of Education
 - (c) One other Grade XII subject (departmental or non-departmental).
3. Age – a person who has passed his 25th birthday.

PROGRAM OUTLINE

First Year

FIRST SEMESTER

Nursing 110

Biology 110

Psychology 110

English 110

SECOND SEMESTER

Nursing 111

Biology 114

Psychology 111

English 111

Second Year

FIRST SEMESTER

Biology 115

Nursing 112

Sociology 110

SECOND SEMESTER

Nursing 113

Sociology 111

Elective (Humanities or Arts)

Two summer terms of eight weeks each are included in the program to provide opportunity to advance the students' skills in nursing care of the physically and mentally ill. Scheduled hours of clinical experience in giving patient-centered care are included in each week of the program to ensure correlation of theory and practice.

Community health agencies, doctors' clinics, day care nurseries and many other organizations co-operate with the College in offering a comprehensive experience in pre- and post-hospitalization periods of patient care.

GRADUATION REQUIREMENTS

See page 25 for general requirements, plus the following:

- Minimum of 69 credits with a minimum of a 2.0 grade point in each nursing course.
- A certificate of eligibility to write the registration examinations. This is issued to qualifying students upon completion of the program by the Universities' Co-ordinating Council.

RECREATION AND OUTDOOR EDUCATION

This program is designed to prepare persons to live a more enriched life, to serve the needs of public and private agencies and to assume leadership in a variety of recreational settings.

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "E."

PROGRAM OUTLINE

First Year

FIRST SEMESTER

English 100
Recreation 110
Recreation 130
Speech 110
Biology 110
One of: Physical Education
activity class
Religion 160
Religion 220

SECOND SEMESTER

English 101
Recreation 111
Recreation 131
Speech 111
Biology 111
One of: Physical Education
activity class
Religion 160
Religion 220

Second Year

FIRST SEMESTER

English 210
Recreation 242
Recreation 210
Recreation 230
Recreation 140
Human Relations 100
One of: Psychology 110
Sociology 110

SECOND SEMESTER

English 211
Recreation 247
Recreation 211
Recreation 231
One of: Psychology 111
Sociology 111

RELIGIOUS EDUCATION

The program is designed to assist individuals who are already working in the area of Religious Education, or who plan to do so, by providing courses which will help them either in their immediate work or qualify them for professional status. There is a substantial need for full-time workers in Religious Education in church, as assistants to ministers.

ADMISSION REQUIREMENTS

See page 24 for General Admission Requirements.

COURSE OUTLINE

First Year

FIRST SEMESTER

History 116
Human Relations 100
English 100
Religious Education 240
Religious Education 160
Religious Education 220

SECOND SEMESTER

History 117
Social Relations 101
English 101
Religious Education 241
Religious Education 265
Speech 111

Second Year

FIRST SEMESTER

Biology 110
Psychology 110
Religious Education 110
Religious Education 232
Religious Education 250
Recreation 141

SECOND SEMESTER

Biology 111
Psychology 111
Religious Education 111
Religious Education 213
Religious Education 231
Religious Education 233
Religious Education 251

GRADUATION REQUIREMENTS

A total of 64 credits in subjects as specified above.

THE SECRETARIAL SCIENCE PROGRAM

The Secretarial Science Program is designed to serve as a link between the High School and the business office. Students who come to Mount Royal Junior College enjoy a unique advantage in that the College has been engaged in this type of work for many years and has endeavored to build up a reputation with employers. Management's faith in the College's work is indicated by the fact that each year there is little difficulty in placing graduate students.

The College keeps in close touch with employers, and obtains a great deal of valuable information as to their requirements. From this information, the College is able to correct and revise its programs so as to guarantee their value to the student throughout her business career.

GENERAL STENOGRAPHIC (One year only)

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "E."

PROGRAM OUTLINE

FIRST SEMESTER

Secretarial Science 110
Secretarial Science 130
Secretarial Science 150
Secretarial Science 180
English 100
Business 160

SECOND SEMESTER

Secretarial Science 121
Secretarial Science 131
Secretarial Science 151
Secretarial Science 181
English 101
Secretarial Science 170

GENERAL CLERICAL (One year only)

ADMISSION REQUIREMENTS

See General Admission Requirements as listed on page 24 under Program "E."

PROGRAM OUTLINE

FIRST SEMESTER

Secretarial Science 110
Secretarial Science 136
Secretarial Science 150
Secretarial Science 180
English 100
Business 110
Business 160

SECOND SEMESTER

Secretarial Science 121
Secretarial Science 181
English 101
Secretarial Science 170
Business 161

PROGRAM "N"

The "N" Program at Mount Royal Junior College includes all courses and programs offered in Evening College.

Evening courses are designed to meet many of the educational needs of Calgary's working adults (18 years of age and over). The range of courses is wide and varied. The entrance requirements are very flexible – in most cases an interest in a certain area is sufficient to qualify. In most cases classes are limited to 25 students. All courses are on the semester system.

There are six types of courses:

1. Preparatory
2. High School
3. Junior College
4. General Interest
5. Business Diploma
6. Music and Speech Arts

1. Preparatory courses are designed to prepare the student to take Grade XII subjects and includes such courses as Preparatory Mathematics, French, Chemistry. Through these courses, it is not necessary for an adult to complete the entire three years of high school.
2. High School subjects include most of the Grade XII subjects such as Social Studies 30 and Physics 30. Students are required to write the Department of Education examinations in order to receive credit.

3. Junior College courses carry college or university credits. Courses taught include Geology, Interior Design, Mathematics and others.
4. General Interest courses include skill and interest non-credit courses. Some of these are Data Processing, Shorthand, Typewriting, Drama, Judo, and Contemporary Dance.
5. The Business Diploma program offers courses in such areas as organization and management, investment, public relations and promotion, sales, marketing, law, oil industry management, letter and report writing, and personnel management.
The entire program strives to develop and improve an understanding of modern business methods, to stimulate those qualities of leadership which are essential to the community, to encourage the confident acceptance of responsibility, to develop and improve skills in communication and human relations and to develop the decision-making process through intensive practice.
6. Music and Speech Arts include instruction in voice and all musical instruments. There are also Reading and Speech Therapy Clinics. The instruction with the exception of bands and orchestras is on an individual basis.

For information regarding the Evening College, write to:

The Registrar
Mount Royal Junior College
Calgary 2, Alberta
or
Phone 266-4611

DEPARTMENTAL COACHING SCHOOLS

EVENINGS: May 7 – June 14, 1969

To help students prepare for their Grade XII Departmental Examinations, Mount Royal Junior College offers an Evening Coaching School. All subjects in which departmental examinations are to be written will be covered providing there are sufficient registrations. Enrollment will be limited to twenty students per class.

The school will operate from May 7 to June 14, four nights a week, with class hours being from 6:15 – 8:00 p.m. and 8:30 – 10:15 p.m.

Application forms, outlining registration dates and a timetable will be sent to all high schools.

DAYTIME: July 30 – August 12, 1969

Designed to give non-credit assistance consisting of two hours of instruction per day for ten days in all Grade XII subjects, to prepare students for the writing of the Department of Education August Supplemental Grade XII Examinations. Any individual is eligible for these classes.

Application forms outlining registration dates and a timetable will be sent to all senior high schools.

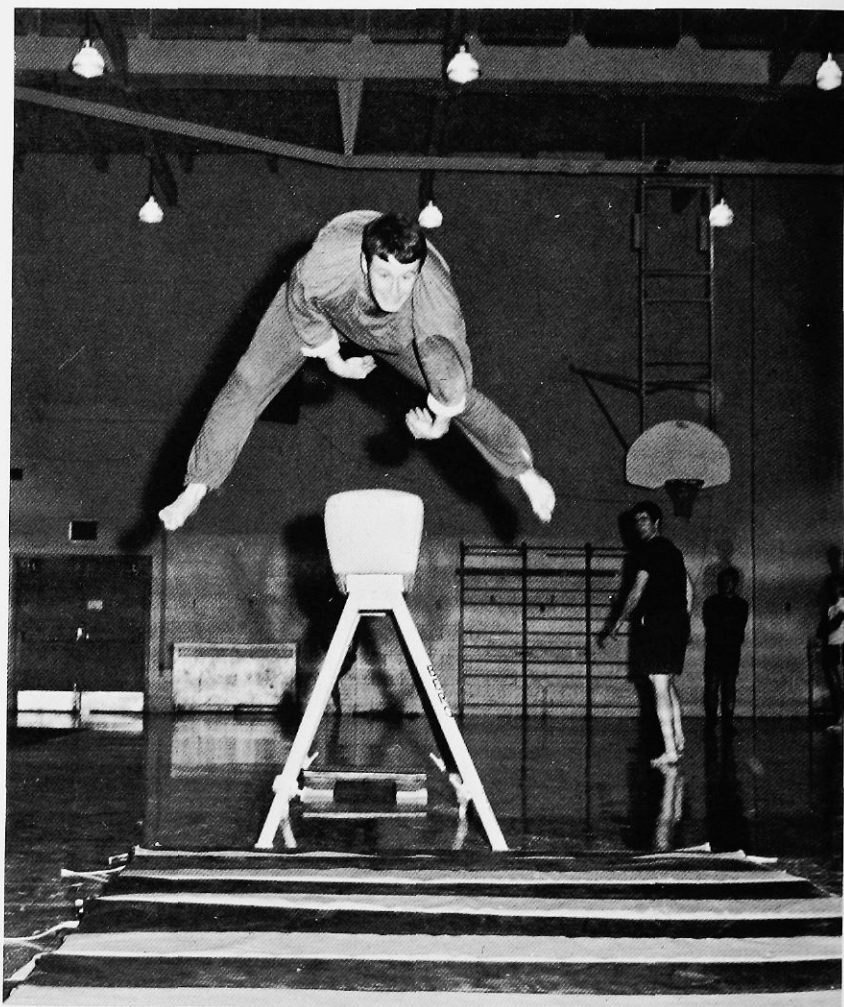
SUMMER SCHOOL PROGRAM

DAYTIME COURSES, 1969

During the summer semester High School courses will be offered daily from July 3 to August 11. The main purpose of this program is to provide a final opportunity for students to complete their High School Diploma or Matriculation in time for The University of Calgary, Mount Royal Junior College and Southern Alberta Institute of Technology registrations.

The following courses will be offered in the High School program:

- English 30
- English 33
- Social Studies 30
- Mathematics 30
- Mathematics 31
- Mathematics Fundamentals
- Chemistry 30
- Physics 30
- Biology 30
- Science Fundamentals
- French 30
- French Fundamentals



Gymnastics is one of the many athletic activities offered at the College. Students have numerous opportunities to compete in both intramural and intercollegiate events.

CONSERVATORY OF MUSIC AND SPEECH ARTS

The Conservatory of Music and Speech Arts was founded in 1911 and is the only conservatory in Western Canada with its own curriculum, syllabus and examinations and an examining board.

The Conservatory of Music offers private instruction in:

Singing
Piano
Organ
String Instruments
Wind Instruments
Percussion Instruments
Theory, Ear Training and
History of Music

Class instruction includes Music Appreciation, Orchestra, Band, Contemporary Dance, Theory Rudiments and Children's Choir.

Professional courses for Prospective Teachers of Music leading to an Associate Diploma in music are also offered. This is offered on the regular college fee basis as a junior college program.

THE CONSERVATORY OF SPEECH ARTS

The Conservatory of Speech Arts offers private and class instruction in: Dynamics of Drama, Creative Drama, Effective Speaking, Fundamentals of Speech, Oral Interpretation and Phonetics. Prospective teachers can take Associate Diploma examinations to qualify for the teaching of speech.

For more complete information and a Fine Arts calendar write to:

The Registrar
Mount Royal Junior College
Calgary 2, Alberta



Many classes are broken down into discussion groups to provide more informal settings to assimilate lecture materials.

COURSE DESCRIPTIONS

ACCOUNTING

ACCOUNTING 100 – Fundamentals of Accounting

3 hours lecture, 2 hours laboratory (4 credits)

This course is designed to acquaint the student with the basic fundamentals of accounting. Subject matter to be considered includes: basic accounting procedures; accounting for cash, payroll, sales, purchases and inventory; accrual basis of accounting; month end and year end accounting procedures; and accounting problems.

96100

Textbooks: A. B. Carson, A. E. Carlson, and C. Boling, **College Accounting** (Southwestern, 1967, 8th Edition).
Canadian Supplement and Workbook.

ACCOUNTING 101 – Fundamentals of Financial Accounting

3 hours lecture, 2 hours laboratory (4 credits)

This course is designed to introduce the student to accounting problems and practices dealing with the corporate organization, partnerships, branch operations, annual reports and their analysis, investment accounting, capital stock accounting, and cost accounting. Emphasis is on the financial use of accounting principles and methods and the practical application of accounting principles in maintaining a set of books.

96101

Prerequisite: Accounting 100.

Textbooks: A. B. Carson, A. E. Carlson, and C. Boling, **College Accounting** (Southwestern, 1967, 8th Edition).
Canadian Supplement and Workbook.

ACCOUNTING 222 – Accounting Fundamentals

3 hours lecture, 2 hours laboratory (4 credits)

This course covers the basic principles of accounting for the measurement of business income, work sheets, merchandise accounting, control procedures, journals, cash, accounts receivable, taxed assets, depreciation and inventories. 96222

Textbooks: W. B. Meigs, C. E. Johnson, J. D. Blazouski, **Accounting: The Basis for Business Decisions** (McGraw-Hill, 1964, 1st Edition).
H. A. Finney, H. E. Miller, **The Accounting Process: A Programmed Adaptation** (Prentice-Hall, 1963, 6th Edition).
Thomas Practice Set (University of British Columbia, 1967, 4th Edition).

ACCOUNTING 223 – Principles of Accounting

3 hours lecture, 2 hours laboratory (4 credits)

The second semester of this course deals with the principles of accounting involved in partnerships, limited companies, investment in bonds, share capital, dividends, voucher systems, cost accounting, analysis of financial statements and budgeting. 96223

Prerequisite: Accounting 222.

Textbooks: W. B. Meigs, C. E. Johnson, J. D. Blazouski, **Accounting: The Basis for Business Decisions** (McGraw-Hill, 1964, 1st Edition).
H. A. Finney, H. E. Miller, **The Accounting Process: A Programmed Adaptation** (Prentice-Hall, 1963, 6th Edition).
Thomas Practice Set (University of British Columbia, 1967, 4th Edition).

AGRO-BUSINESS

AGRO-BUSINESS 100 – Agricultural Marketing

3 hours lecture (3 credits)

This course is designed to acquaint the student with a general knowledge of marketing agricultural products and the problems with this type of marketing, both from the producers' and consumers' points of view; the effect of consumption of agricultural products by changes in the economy and the effect of change in society on consumption. 97100

AGRO-BUSINESS 101 – Farm-Related Businesses

3 hours lecture (3 credits)

A study of farm-related businesses such as marketing boards, co-operatives, vertical integration, open markets. Problems that led to formation, the effect on marketing under each, and the effect on the general economy. 97101

Prerequisite: Agro-Business 100.

BIOLOGY

BIOLOGY 110 – Fundamentals of Biology

3 hours lecture, 3 hours laboratory (4 credits)

An introduction to the concepts, principles and implications of biology.

This course is prerequisite for all subsequent studies in biology. 95110

Textbook: G. E. Nelson, G. G. Robinson, R. A. Boolootian,
Fundamental Concepts of Biology (Wiley, 1967).

BIOLOGY 111 – Heredity and Evolution

3 hours lecture, 3 hours laboratory (4 credits)

An introduction to Mendelian inheritance, probability, sex-linkage, crossing-over, epistasis and chromosomal aberrations, as well as a survey of the forces and characteristics of evolution. 95111

Prerequisites: Biology 110.

Textbook: Wilma George, **Elementary Genetics** (MacMillan, London, 2nd Edition).

BIOLOGY 114 – Anatomy and Physiology

3 hours lecture, 3 hours laboratory (4 credits)

An introduction to human anatomy and physiology. Enrolment in this course is restricted to students of Nursing and Physical Education 95114

Prerequisite: Biology 110.

Textbook: C. P. Anthony, **Textbook of Anatomy and Physiology** (Mosby, 1967, 7th Edition).

BIOLOGY 115 – Parasitism

3 hours lecture, 3 hours laboratory (4 credits)

A survey of plant and animal micro-organisms, helminths and arthropods of medical and economic importance. Enrolment in this course is restricted to students of Nursing and Biology major students. 95115

Prerequisite: Biology 110.

Textbook: G. W. Hunter, W. W. Frye, J. C. Swartzweldel, **Manual of Tropical Medicine** (W. B. Saunders, 1966, 4th Edition).

***BIOLOGY 200 – Principles of Biology**

3 hours lecture; 3 hours lab.

The fundamentals of modern biology; an integrated course designed to prepare the students for further study in botany and zoology. A voluntary tutorial will also be offered to students who feel the lack of an adequate background. 95200

*This is a University of Calgary course and is not offered on the semester system.

BIOLOGY 211 – Vertebrate Animals

3 hours lecture, 3 hours laboratory (4 credits)

A survey of the chordates with special studies on comparative anatomy and physiology of mammals. 95211

Prerequisite: Biology 110.

BUSINESS

BUSINESS 110 – Personnel and Financial Management 3 hours lecture (3 credits)

A survey of the personnel and financial areas of business. The personnel section focuses on the administrative action involved in the planning, organization, staffing, directing, measuring, controlling the individual and group segments within the business enterprise. The finance section examines the financial management of a business unit including legal forms of business enterprise, financial analysis and control, cash flow, sources of business funds and investment policies and actions. Decision-making techniques are stressed in both areas, emphasizing the newer

quantitative and behavioral approaches to business problems. Lectures, case analysis, research reports and field trips are the chief methods of instruction. 91110

Textbooks: D. H. Thain, J. J. Wettlaufer, S. A. Martin, **Canadian Business Administration** (McGraw-Hill, 1967, 2nd Edition).
William H. Pugsley, **Canadian Business Organization and Management** (McGraw-Hill, 1967, 1st Edition).

Reference: **Notes on Case Analysis and Report Writing** (School of Business Administration, M.R.J.C.).

BUSINESS 111 – Production and Marketing Management

3 hours lecture (3 credits)

A survey of the production, marketing and general management functions of business. The production section investigates production organization, management and control, and wage and salary administration. The marketing area examines consumer behavior, product pricing, channels of distribution, advertising and promotion, pricing, marketing research, marketing organization, management and control. Decision-making techniques are stressed throughout, with emphasis on the newer quantitative and behavioral approaches to business problems. 91111

Prerequisite: Business 110.

Textbooks: D. H. Thain, J. J. Wettlaufer, S. A. Martin, **Canadian Business Administration** (McGraw-Hill, 1967, 2nd Edition).
William H. Pugsley, **Canadian Business Organization and Management** (McGraw-Hill, 1967, 1st Edition).

Reference: **Notes on Case Analysis and Report Writing** (School of Business Administration, M.R.J.C.).

BUSINESS 160 – Business Mathematics

2 hours lecture, 1 hour laboratory (2 credits)

A course designed to give the student intensive practice in addition, subtraction, multiplication, and division at commercial speeds with some attention to short methods. 91160

BUSINESS 161 – Business Machines

2 hours lecture, 3 hours laboratory (2 credits)

A course designed to acquaint the student with the different office machines used in business, such as Rotary Calculator, Ten-Key Adding Machines, Hand Calculator, Electric Multiplier, Dictating and Transcribing Equipment, etc. 91161

Prerequisites: Secretarial Science 160 and 121 ("B" standing).

***BUSINESS 201 – Accounting and Statistics in Economic Analysis**

3 hours lecture; 1 hour tutorial

Introduction to accounting and statistical concepts. A course designed to give the student an understanding of basic quantitative tools of analysis in economic theory and in management planning and control. 91201

*This is a University of Calgary course and is not offered on the semester system.

BUSINESS 230 – Principles of Management

3 hours lecture (3 credits)

Management is one of the most important areas of human activity, since its task is to establish an environment for effective operation of people working in organized

groups. In recognition of this fact this course is a course requirement in the career program. It introduces the student to the five areas of management, planning, organization, staffing, direction and control; lecture case analysis and guest lecturers are the chief methods of instruction. 91230

Prerequisites: Business 100-101 or Business 110-111.

Textbooks: H. Koontz, C. O'Donnell, **Principles of Management** (McGraw-Hill, 1964, 3rd Edition).

H. Koontz, C. O'Donnell, **Management: A Book of Readings**, (McGraw-Hill, 1964).

BUSINESS 231 – Personnel Administration 3 hours lecture (3 credits)

This course is designed to give the student a solid background on procedural materials for dealing with employees. It concentrates on those areas which will equip the student to deal with the problems he has to face in any organization. Topics include Personnel Department, organization and structure, salary administration, hierarchy and specialization, managerial skills, leadership, individuals, jobs, incentive programs, and servicing and training for increased employee development. 91231

Prerequisites: Business 100-101 or Business 110-111.

Textbook: G. Straus, L. R. Sayles, **Personnel: The Human Problems of Management** (Prentice-Hall, 1967, 2nd Edition).

BUSINESS 233 – Introduction to Finance 3 hours lecture (3 credits)

This course is designed to give the student a basic grounding in the area of financial management. Finance is the controlling factor that determines the procedure and use of funds for any type of business. Such topics as financial analysis, short, medium and long term financing sources of funds and financial institutions will be covered. 91233

Prerequisites: Business 100-101 or Business 110-111 and Accounting 100-101 or Accounting 222-223.

Textbook: F. Weston, E. F. Brigham, **Managerial Finance** (Holt, Rinehart, and Winston, 1966 revised edition).

BUSINESS 234 – Business Law 3 hours lecture (3 credits)

Introduces the student to the law as it affects business transactions. Examines the law of contract as the keystone around which business relationships are built. Topics include sale of goods, credit transactions, contracts of insurance, guarantee, agency, employment, real property, wills, inheritance and bankruptcy. 91234

Prerequisites: Business 100-101 or Business 110-111.

BUSINESS 239 – Business Letter and Report Writing 3 hours lecture (3 credits)

The aim of this course is to provide a sound knowledge of the mechanics of grammar and of the writing and composing of business communications of many kinds, including reports. The human relations problem in communication will be considered. A report involving research is required, along with actual practice in writing business letters of all kinds. 91239

Textbook: C. C. Parkhurst, **Business Communication for Better Human Relations** (Prentice-Hall, 1966, 7th Edition).

BUSINESS 250 – Elements of Marketing

3 hours lecture (3 credits)

Aimed to acquaint the student with the field of Marketing. It introduces the problems and practices of moving goods from producer to consumer. An investigation of consumer analysis, product policy, marketing institutions, channels of distribution. Sales, advertising and marketing organization and control lectures, case analysis, and readings will be used in instruction for this course. 91250

Prerequisites: Business 100–101 or Business 110–111.

Textbook: J. B. Mathews, R. D. Buzzell, T. Levitt, R. Frank, **Marketing** (McGraw-Hill, 1964, 1st Edition).

BUSINESS 256 – Principles of Advertising

3 hours lecture (3 credits)

The objective of this course is to show the student what is involved in the field of advertising. Techniques, media and promotion, demand analysis, and stimulation, advertising agencies, advertising mechanics and production, copy and layout problems and practices and advertising. Research will be examined in detail. Case method and lectures are the chief methods of instruction. 91256

Prerequisites: Business 100–101 or Business 110–111.

Textbook: A. Kroeger, C. J. Dirkson, **Advertising: Principles and Problems** (Irwin, 1964, Revised Edition).

BUSINESS 278 – Human Relations

3 hours lecture (3 credits)

This course deals with how to supervise people, get them working as a team, including what makes people tick, how to get people to do what you want. Other topics: Employee morale and status, depth interviewing, how to communicate, how to develop leadership, delegate responsibility, work with unions. 91278

Prerequisites: Business 100–101.

Textbook: W. A. Scott, **Human Relations in Management** (Irwin, 1962, 1st Edition).

CHEMISTRY

CHEMISTRY 110 – Principles of Chemistry

3 hours lecture, 3 hours laboratory, 1 hour tutorial (5 credits)

This course is designed primarily for pre-engineering students but it can satisfy as well the basic chemistry requirements of other programs such as pre optometry, agriculture, forestry, etc. It can be a science option course for other college programs. This course aims to guide the student in acquiring at least a working knowledge of the chemical principles underlying the nature of materials, their transformations and their applications. 90110

Prerequisite: Chemistry 30.

Textbooks: L. A. Hiller, Jr., Rolfe H. Herber, **Principles of Chemistry** (McGraw-Hill, 1960).
R. H. O'Brien, G. M. Schmid, **A Laboratory Manual of Modern Chemistry** (McGraw-Hill, 1967, 2nd Edition).

References: Charles H. Mortimer, **Chemistry, A Conceptual Approach** (Reinhold, 1967).
Bruce H. Nahan, **College Chemistry** (Addison-Wesley, 1966).

CHEMISTRY 111 – Introductory Organic Chemistry

3 hours lecture, 3 hours laboratory, 1 hour tutorial (5 credits)

This brief course in organic chemistry aims to guide the student towards understanding of those aspects of organic chemistry which are of fundamental significance to students preparing for careers in engineering, home economics, optometry, agriculture, forestry and veterinary science and for other careers not requiring an intensive first course in organic chemistry. The course will cover brief introductions to electronic effects, molecular orbital theory, and chemical bonding along with discussion of modern concepts of reaction mechanisms. The different classes of organic compounds will be discussed, i.e. their structures, nomenclature, methods of preparation, physical and chemical properties and uses. 90111

Prerequisite: Chemistry 30.

Textbooks: W. W. Linstromberg, **Organic Chemistry, A Brief Course**
(Heath, 1966).

W. W. Linstromberg, **Organic Experiments for A Brief Course**
(Heath, 1966).

***CHEMISTRY 220 – A Survey of Chemistry**

3 hours lecture; 3 hours lab.; 1 hour seminar

A general non-mathematical survey of modern concepts of chemistry designed to give non-specialists an appreciation of the breadth of chemical knowledge and its application. 90220

Prerequisite: Chemistry 30.

*This is a University of Calgary course and is not offered on the semester system.

***CHEMISTRY 230 – General and Analytical Chemistry**

3 hours lecture; 3 hours lab.; 1 hour seminar

Lectures: An introduction to basic concepts and principles of chemistry as applied to atomic structure and chemical bonding, nuclear structure, the states of matter, solutions equilibria, thermo-chemistry, electro-chemistry, elementary kinetics, and descriptive chemistry of the elements and their compounds. This course emphasizes the quantitative approach and represents the basic prerequisite for the majority of other chemistry courses. 90230

Laboratory: Qualitative and quantitative analysis.

Prerequisites: Chemistry 30, Mathematics 30, Mathematics 31.

Corequisite: Mathematics 211.

*This is a University of Calgary course and is not offered on the semester system.

***CHEMISTRY 250 – Organic Chemistry**

3 hours lecture; 3 hours lab.

Lectures: An introduction to a study of compounds of carbon. 90250

Laboratory: The preparation of some organic compounds.

Prerequisite: Chemistry 30 or equivalent.

*This is a University of Calgary course and is not offered on the semester system.

COMMUNITY SERVICE

COMMUNITY SERVICE 110 – Emotional Growth

3 hours lecture (3 credits)

An introductory course in the development of relationships and emotional learning. Group learning techniques are used in limited class settings to enable the student to explore the dynamics of emotional learning and security. 20110

No textbook required.

COMMUNITY SERVICE 111 – Emotional Maturity 3 hours lecture (3 credits)

The concept of emotional maturity is examined using the seminar casework method. Emphasis is placed on "normal" behavioral problems and reactions. Beginning relationships are used by the student to affect emotional growth. 20111

Prerequisite: Community Service 110.

No textbook required.

COMMUNITY SERVICE 210 – Skills, Methods and Techniques

3 hours lecture (3 credits)

The helping process – study, diagnosis, and treatment – is explored. Methods of problem solution and helping people are worked out in seminar discussions and used as effective working tools in relationships with people. 20210

Prerequisite: Community Service 110.

No textbook required.

COMMUNITY SERVICE 211 – Problems of Abnormal Behaviour

3 hours lecture (3 credits)

The emphasis in this course is upon the development by the student of a deeper understanding of abnormal behaviour. The current methods of treatment and help used by professional social workers are studied. 20211

Prerequisite: Community Service 110.

No textbook required.

DRAMA

DRAMA 110 – Oral Interpretation

2 hours lecture (2 credits)

This course is designed to develop the individual student's vocal potential. Emphasis is placed on respiration, phonation, resonance and articulation with an end to encouraging full vocal expressiveness. The course is open to anyone wishing to improve their speaking voice. 86110

Textbook: Harrison M. Karr, **Developing Your Speaking Voice**
(Harper & Rowe, 1953).

DRAMA 114 – Fundamentals of Acting

3 hours lecture (3 credits)

A basic introduction to acting, movement actors, a brief overview of theatre history from Greece to the Renaissance and an introduction to stagecraft will be covered in this course. 86114

No textbook required.

No credits will be granted for this course until the student has qualified in Drama 115.

DRAMA 115 – Techniques of Acting

3 hours lecture (3 credits)

This course will train the student to use various techniques on building a character. The course will also include a brief survey of theatre history from the Renaissance to Theatre of the Absurd and our contemporaries. Classroom exercises will be chosen from the works of contemporary dramatists to aid the student's understanding of character analysis, character portrayal and performance techniques. 86115

Prerequisite: Drama 114.

No textbook required.

DRAMA 120 – Early Theatre

3 hours lecture (3 credits)

A historical survey of the theatre from ancient times to the Renaissance. Plays will be discussed in relation to their authors, methods of staging and their value as literary works as viewed by their contemporaries and by our contemporaries. 86120

Prerequisites: High School Diploma or permission of the instructor.

No textbook required.

DRAMA 121 – Modern Theatre

3 hours lecture (3 credits)

A historical survey of the theatre from Baroque to our contemporaries. Plays will be discussed in relation to their authors, methods of staging and their value as literary works as viewed by their contemporaries and by our contemporaries. 86121

Prerequisite: Drama 120.

No textbook required.

ECONOMICS**ECONOMICS 110 – Introduction to Economics**

3 hours lecture (3 credits)

An introductory survey course investigating the organization and problems of the free enterprise system, determination of national income, the role of money, commercial and central banking, fiscal and monetary policy. 80110

Textbook: Paul A. Samuelson, A. Scott, **Economics** (McGraw-Hill, 1966, Canadian Edition).

ECONOMICS 111 – Economic Analysis

3 hours lecture (3 credits)

A second course in economics investigation. Demand and supply analysis, output, cost and price determination under competitive and non-competitive market conditions. International trade; balance of payments, contemporary economic problems. 80111

Prerequisite: Economics 110.

Textbook: Paul A. Samuelson, A. Scott, **Economics** (McGraw-Hill, 1966, Canadian Edition).

***ECONOMICS 200 – Principles of Economics**

3 hours (3 credits)

A survey of various aspects of economics; the nature of economic problems and systems; the functions of money; commercial and central banking; national income analysis; monetary and fiscal policy; pricing under competitive and monopolistic conditions; selected topics in analysis and policy. 80200

*This is a University of Calgary course and is not offered on the semester system.

ECONOMICS 210 – History of European Economic Development

3 hours lecture (3 credits)

A critical analysis of the economic facts of history instrumental in the growth and development of Europe. Specific attention will be paid to the ancient, medieval

and the rise of modern industrial societies. Natural resources, expansion of trade and commerce, and problems of capital formation will be examined as to their contribution to sustained economic growth in each period. 80210

Textbooks: Dudley Dillard, **Economic Development of the North Atlantic Community** (Prentice-Hall, 1967).
H. Heaton, **Economic History of Europe** (Harper and Rowe, 1948, Revised Edition).

ECONOMICS 211 – History of Canadian Economic Development

3 hours lecture (3 credits)

Emphasis will be placed on Canadian economic development from pre-confederation to modern times. Specifically the course will explore the economic basis for confederation and the escape from colonialism, the development of a sound transcontinental economy, current problems of sustained growth, and expansion faced in the 20th century. 80211

Textbooks: W. T. Easterbrook, H. J. Aitken, **Canadian Economic History** (Macmillan, Canada, 1965).
Selected readings.

ENGINEERING

ENGINEERING 110 – Engineering Drawing

1 hour lecture, 2 hours laboratory (2 credits)

Lettering, sketching, use of instruments, geometrical constructions, multiview projection, sectional views, dimensioning, pictorial drawing, detail and assembly drawing, topographic drawing and mapping. 70110

Textbook: F. E. Giesecke, A. Mitchell, H. C. Spencer, I. L. Hill, **Technical Drawing** (Macmillan, New York, 1967, 5th Edition).

ENGINEERING 111 – Descriptive Geometry

1 hour lecture, 2 hours laboratory (2 credits)

Graphic representation and solution of space problems. Auxiliary views, lines, planes, piercing points, intersection of planes, dihedral angles, parallelism, perpendicularity, angles between lines and planes. 70111

Prerequisite: Engineering 110.

Textbook: E. G. Pare, R. O. Loving, I. L. Hill, **Descriptive Geometry** (Macmillan, New York, 1965, 3rd Edition).

ENGINEERING 120 – Engineering Problems

2 hours lecture (2 credits)

Orientation to the engineering profession. Application of mathematics and physics to the solution of engineering problems. Problem lay-out. 70120

Textbook: H. W. Leach, G. C. Bleakley, **Engineering: The Profession and Elementary Problem Analysis** (Macmillan, New York, 1966, 2nd Edition).

ENGINEERING 209 – Survey School

1 hour of field work (1 credit)

Chaining, Transit Traverse, Differential Levelling, Stadia, Profiles, Cross-Sections, Curves.

70209

Held after final examinations in Spring Semester.

Prerequisite: Engineering 210 or 211.

No textbook required.

ENGINEERING 210 – Surveying

2 hours lecture (2 credits)

Fundamentals of plane surveying. Measurement of distance, direction and elevation. Survey computations, stadia, profiles, cross-sections, areas, contours, grades.

70210

Prerequisite: Engineering 120.

Textbook: C. B. Breed, A. J. Bone, **Surveying** (Wiley & Sons, 1957, 2nd Edition).

ENGINEERING 211 – Geometrology

2 hours lecture (2 credits)

Plane and route surveys. Theory computations and layout of simple, compound, reverse, spiral, vertical and parabolic curves. Slope stakes, profiles, cross-sections contours stadia. Earthwork computations.

70211

Prerequisite: Engineering 120.

Textbooks: T. F. Hickerson, **Route Surveys & Design** (McGraw-Hall, 1959, 4th Edition).

C. B. Breed, A. J. Bone, **Surveying** (Wiley & Sons, 1957, 2nd Edition).

ENGINEERING 214 – Mechanics and Heat

3 hours lecture, 2 hours laboratory, 1 hour tutorial (5 credits)

This course is offered in Engineering. Topics discussed include: mechanical models; operational definitions of physical quantities; physical postulates of Newtonian mechanics; inertial frames of reference; relative motion; gravitational force; conservation of momentum; work; kinetic theory; work-energy theorem for a system of particles; total energy; conservation of total energy; centre of mass coordinate system; rotation of a rigid body; angular motion; conservation of angular motion; harmonic oscillation; wave motion; properties of matter; principles of thermodynamics.

70214

Prerequisite: Physics 30.

ENGINEERING 215 – Electricity and Magnetism

3 hours lecture, 2 hours laboratory, 1 hour tutorial (5 credits)

Topics discussed include: electric charge coulombs postulate; electric field; Gauss' Law; electric potential energy difference; capacitance; magnetic field; forces on a charge moving in a magnetic field; current; resistance; electric circuits; induced electromotive force; Faraday's Postulate; inductance; alternating circuits; resonance; Maxwell's Equations.

70215

Prerequisite: Engineering 214.

ENGINEERING 252 – Statics

2 hours lecture (2 credits)

The study of bodies at rest. Topics discussed include: vector algebra; operational definitions of force and mass; postulates of Newtonian mechanics; frames of

reference; movement of a force about a point; definition of equilibrium of a particle and system of a particle; definition of a rigid body; couples; equivalent force systems; necessary and sufficient conditions for equilibrium; examples of rigid bodies in equilibrium; statically determinate trusses and frames; statically indeterminate rigid bodies; virtual work applied to rigid bodies in equilibrium. 70252

Prerequisite: Engineering 120.

Textbook: L. E. Goodman, W. Warrener, **Statics and Dynamics**
(Wadsworth, text edition).

ENGINEERING 253 – Dynamics

2 hours lecture (2 credits)

The study of rigid bodies in motion. Topics discussed include: vector calculus; particle kinematics; special coordinate systems; rigid body kinematics; particle and rigid body dynamics in three dimensions. 70253

Prerequisite: Engineering 252.

Textbook: L. E. Goodman, W. Warrener, **Statics and Dynamics**
(Wadsworth, text edition).

ENGLISH

ENGLISH 100 – Fundamental English

3 hours lecture (3 credits)

A course in English fundamentals. Emphasis is on individual weaknesses in sentence structure, punctuation, spelling, the sentence, the paragraph, simple letter, the theme, reading comprehension and other selected topics arising from student problems. 65100

ENGLISH 101 – Fundamentals of Composition

3 hours lecture (3 credits)

This course is designed to develop a student's writing ability. The fundamentals of mature expository and argumentative writing with critical reading and thinking is stressed. The preparation of regularly scheduled papers is required. Instruction is given in the preparation and writing of the research paper. 65101

Prerequisite: English 100, or consent of Chairman.

ENGLISH 110 – Principles of English Composition

3 hours lecture (3 credits)

This is a freshman course in composition. The class will write paragraphs, editorials, and longer essays on ideas conceived from their reading or from class discussion.

Instruction and practice in the writing of a research paper will be given.

Reading will include the essay, short story, and novel.

65110

Textbooks: J. H. Hall, editor, **The Realm of Fiction; 61 Short Stories**
(McGraw-Hill, 1965).

L. Hamalian & E. Volpe, **Essays Of Our Time**, Vol. 2
(McGraw-Hill, 1963).

H. Paterson, editor, **Great Essays** (Washington Square Press, 1960).

Waterson, Beattie, **Composition for Canadian Universities**
(Macmillan, Canada, 1964).

Novels in paperback.

ENGLISH 111 – English Composition and Literature

3 hours lecture (3 credits)

This course is a continuation of English 110, with additional instruction in the writing of essays and reports and further practice in the research paper. This semester

includes a study of the drama and poetry with appropriate written assignments.
A second novel may be taken at the instructor's discretion. 65111
Textbooks: O. Williams, ed., **Immortal Poems** (Washington Square Press, 1952).
Brinnin and Read, eds., **The Modern Poets** (McGraw-Hill, 1963).
Waterston, Beattie, **Composition for Canadian Universities**
(Macmillan, Canada, 1964).
Plays in paperback.
Novels in paperback.

ENGLISH 210 – English Literature to the 18th Century 3 hours lecture (3 credits)

A general survey of English Literature from the beginnings to the 18th Century.
A sampling of the great works of English Literature taken in chronological order,
with attention to literary periods and the development of literary forms. Essays and
other written assignments will give the student the opportunity to develop his
ability in expression. 65210

Prerequisites: English 110–111.

Textbook: **The Norton Anthology of English Literature**, Vol. 1 (Norton, 1962).

ENGLISH 211 – English Literature from the 18th Century

3 hours lecture (3 credits)

A general survey of English Literature from the 18th Century to the present.
A sampling of the great works of English Literature taken in chronological order,
with attention to literary periods and the development of literary forms. Essays and
other written exercises will give the student the opportunity to develop his
ability in expression. 65211

Prerequisite: English 210.

Textbook: **The Norton Anthology of English Literature**, Vol. 2 (Norton, 1962).

ENGLISH 212 – 19th Century American Literature 3 hours lecture (3 credits)

A study of American literary accomplishment in the 19th Century. Stories, novels,
poems and essays by Poe, Hawthorne, Melville, Emerson, Thoreau, Whitman, and
Twain will be considered. 65212

Prerequisites: English 110–111.

Textbooks: S. Bradley, et al., **The American Tradition in Literature**, Vol. 1
(W. W. Norton & Company Inc., New York, 1967, 3rd Edition).
R. W. B. Lewis, **The American Adam** (The University of Chicago
Press, Chicago, 1955).

ENGLISH 213 – 20th Century American Literature 3 hours lecture (3 credits)

A continuation of English 212, concerning American literature in the 20th Century.
Hemingway, Fitzgerald, Faulkner and Thomas Wolfe will be among those
writers studied. 65213

Prerequisite: English 212.

Textbooks: S. Bradley, R. C. Beatty, E. H. Long, **The American Tradition in
Literature**, Vol 2 (W. W. Norton & Co. Inc., New York, 1967,
3rd Edition).
F. S. Fitzgerald, **The Great Gatsby** (Charles Scribner's Sons, 1925)

ENGLISH 214 – 18th and 19th Century English Novel 3 hours lecture (3 credits)

The origins and development of the novel from Defoe to the Victorians. The course is designed to familiarize the student with the masterworks of English fiction, to acquaint him with some of the more helpful critical approaches and to make him aware of the diversity and range within the genre. Novels by Defoe, Fielding, Bronte, Dickens and Thackeray will be studied in depth. 65214

Prerequisites: English 110–111.

Textbooks: Defoe, **Moll Flanders** (any edition)
Fielding, **Tom Jones** (any edition)
Austen, **Emma** (any edition)
Bronte, **Wuthering Heights** (any edition)
Dickens, **Great Expectations** (any edition)
Thackeray, **Vanity Fair** (any edition)
and two other novels of this period.

ENGLISH 215 – The Modern English Novel 3 hours lecture (3 credits)

A continuation of English 214. A survey of the modern novel from Hardy to the present day with an exploration of some of the more recent trends in the

contemporary novel. Novels of Hardy, Conrad, James, Joyce, Lawrence, and Woolf will be studied in depth. 65215

Prerequisite: English 214.

Textbooks: Hardy, **The Return of the Native** (any edition)
Conrad, **Heart of Darkness** (any edition)
James, **Portrait of a Lady** (any edition)
Joyce, **Portrait of the Artist as a Young Man** (any edition)
Lawrence, **Sons and Lovers** (any edition)
Woolf, **To the Lighthouse** (any edition)
and novels by Wells, Bennet, Huxley, Greene and Carey.

ENGLISH 216 – Early Drama 3 hours lecture (3 credits)

A survey of European drama (in translation) from the Golden Age of Athens to the closing of the English theatres in 1642. The emphasis will be on English drama. 65216

Prerequisites: English 110–111.

Textbooks: **English Drama to 1642** (W. W. Norton, 1967).

Hamlet	} Paperbacks, any edition
King Lear	
Twelfth Night	
As You Like It	

ENGLISH 217 – Modern Drama 3 hours lecture (3 credits)

A survey of European drama (in translation) from the 17th Century to the present. 65217

Prerequisite: English 216.

Textbooks: **English Drama after 1642** (W. W. Norton, 1967).
Three Restoration Comedies (Mentor, N. Am. Library, 1956).
Three Plays of Oscar Wilde (Penguin).

ENGLISH 218 – Canadian Literature

3 hours lecture (3 credits)

A critical and historical survey of Canadian Literature with emphasis on the 20th Century. The influence of English Literary traditions on Canadian Literature from England and from the United States. Influence of French Literature on Canadian Literature. Influence of the Westward expansion. The pre- and post-World War One developments.

65218

Textbook: Klinck & Watters, **Canadian Anthology** (W. J. Gage & Co.)

ENGLISH 219 – Canadian Literature

3 hours lecture (3 credits)

A critical and historical survey of Canadian Literature with emphasis on the 20th Century. The Second World War and its influence. The influence of the United States on present Canadian writers. The "Beat" cycle and how it differed from that of other countries. Present trends in literary branches: poetry, essays, short stories, drama, novels.

65219

Textbook: Klinck & Watters, **Canadian Anthology** (W. J. Gage & Co.)

ENGLISH 231 – Technical Writing

3 hours lecture (3 credits)

This course is offered in engineering. Progress Reports, Recommendations, Reports, Business Letters, Description of a Progress, Description of a Mechanical Device, Classification, Partition, Definition, Interpretation, Transitions, Introductions, Conclusions, Summaries, Format of Reports, Graphic Aids, Library Research, Oral Reports.

65231

Prerequisites: English 110–111.

Textbook: G. H. Mills, J. A. Walter, **Technical Writing** (Rinehart, 1962, Revised Edition).

***ENGLISH 240 – A Survey of English Literature**

3 hours

A survey of English literature from Chaucer to the present day. Frequent essays will be set to afford practice in composition.

65240

*This is a University of Calgary course and is not offered on the semester system.

FRENCH**FRENCH 110 – Introductory Oral French**

3 hours lecture, 2 hours laboratory (4 credits)

Primarily an oral approach with an intensive study of basic French forms and an introduction to reading techniques.

63110

Prerequisites: Acceptance by the French Department on the basis of a spoken or written test. Students who have not studied French will be required to take Preparatory French at the College.

Textbooks: R. L. Politzer, M. P. Hagrwar, J. R. Carduner, **L'Echelle** (Ginn, Blaisdell, 1966).
P. Rogers, W. C. Holdbrook, **Patterns of French Conversation** (Houghton Mifflin Co., The Riverside Press, Cambridge, 1954).

FRENCH 111 – Oral French 3 hours lecture, 2 hours laboratory (4 credits)
 Reading modern French, French grammar and composition. Remedial pronunciation included. 63111
 Prerequisite: French 110.
 Textbook: Q. M. Hope, **Spoken French in Review** (Macmillan, Canada, 1963).

***FRENCH 200 – First Year University French** 3 hours lecture; 1 hour seminar (3 credits)
 An intensive course in reading modern French, French grammar and composition. Remedial pronunciation included. 63200
 Prerequisite: French 30.
 *This is a University of Calgary course and is not offered on the semester system.

FRENCH 210 – Early French Writing 3 hours lecture, 2 hours laboratory (4 credits)
 A general survey of typical French writing from the Renaissance to 1850, with intensive practice in simple written French. Remedial pronunciation included. 63210
 Prerequisite: French 30.

FRENCH 211 – Modern French Writing 3 hours lecture, 2 hours laboratory (4 credits)
 A general survey of typical French writing from 1850 to the present, with intensive practice in written French. Remedial pronunciation included. 63211
 Prerequisite: French 210.

FRENCH 221 – French Comprehension 3 hours lecture (3 credits)
 A study of the basic structure and nomenclature of French with intensive reading practice in a variety of research areas. This course is intended primarily for graduate students who must pass written French. 63221
 Prerequisites: Permission of the French department. No previous study of French is required.
 Textbook: J. Palmer, E. E. Milligan, **French for Reading Knowledge** (American Book Co., Gage, 1952).

GENERAL EDUCATION

HUMAN RELATIONS 100 3 hours lecture (3 credits)
 This course is designed to acquaint students with the basic thoughts and ideas in working with and for people. Students will study motivation as a function of individual experience, how small and large groups function, communication among individuals and groups. Problem solving techniques in human relations will use case study methods. 62100

SOCIAL RELATIONS 101 3 hours lecture (3 credits)
 The nature of creative processes and achievement in the arts, the diversified forms of human self-understanding including exposure to the basic principles of philosophic, economic, political, sociological, and psychological thought, the nature of science and man's relationship to it. 62101

GEOGRAPHY

GEOGRAPHY 110 – Physical Geography

3 hours lecture, 2 hours laboratory (4 credits)

An introductory course to the study of geography. The course will familiarize the student with man and his environment and will include study of land forms and climate. Laboratory work will complement the lectures and will include the interpretation of topographic features from maps and other related materials and work on climatic data and charts.

60110

GEOGRAPHY 111 – Climate and Man

3 hours lecture, 2 hours laboratory (4 credits)

A study of climatic elements and the inter-relationships of climate, soils, and vegetation. Introduction to small scale climatic studies will be included in this course. Laboratory work supplements the lectures, utilizing theoretical models and charts.

60111

Prerequisite: Geography 110.

GEOGRAPHY 113 – Land Forms and Man

3 hours lecture, 2 hours laboratory (4 credits)

A study of land forms; the processes involved in their development, and their influence upon man. The interpretation of topographic maps and other related materials will be included in laboratory work, as well as familiarization with local topographic phenomena in the Calgary area.

60113

Prerequisite: Geography 110.

***GEOGRAPHY 201 – Physical Geography**

3 hours lecture; 2 hours lab.

A systematic study of the origin, nature, and distribution of the natural environments. Land forms, weather and climate, vegetation, soils, water and mineral resources will be related to each other in place. The laboratory work will complement the lectures, and will include interpretation, study and preparation of maps and charts.

60201

Note: This is a natural science course.

*This is a University of Calgary course and is not offered on the semester system.

GEOGRAPHY 210 – Human Geography

3 hours (3 credits)

Studies concerned with man and his relationship with various environments, and the influence of political, cultural, physical and economic forces on his activities. Each student will give one paper each semester and will attend group tutorials.

60210

Prerequisite: High School Geography, Geography 110 or by permission of department.

GEOGRAPHY 211 – Human Geography

3 hours (3 credits)

A continuation of Geography 210.

60211

GEOGRAPHY 220 – Latin America

3 hours lecture (3 credits)

A general survey of the geography of Latin America with a detailed study of selected areas.

60220

Prerequisite: Geography 110.

GEOGRAPHY 221 – Oceania

3 hours lecture (3 credits)

A general survey of the geography of Oceania with a detailed study of selected areas.

60221

Prerequisite: Geography 110 or Geography 220.

GEOGRAPHY 240 – Cartography

2 hours lecture, 3 hours laboratory (3 credits)

Introduction to maps and mapping. The course includes a history of the development of maps, exposure to elementary survey work, the preparation of maps, graphs and diagrams for statistical data, and basic introduction in the use and interpretation of aerial photographs.

60240

Prerequisite: Permission of the Geography department.

GEOLOGY**GEOLOGY 110 General Historical Geology**

3 hours lecture, 2 hours laboratory (4 credits)

This course is for students not intending to specialize in geology.

Surface processes – weathering and erosion, deposition. Rock structures and deformation. Common minerals and their occurrence in igneous, sedimentary and metamorphic rocks. Field trips. Topographic and geological maps.

Identification of common minerals and rocks.

59110

Textbooks: R. M. Pearl, **Geology** (College Outline Series, 3rd Edition, 1966, Barnes and Noble Inc., New York).

H. S. Zim, P. R. Shaffer, **Rocks and Minerals** (Golden Nature Guide, Golden Press, New York, 1962).

GEOLOGY 111 – General Physical Geology

3 hours lecture, 2 hours laboratory (4 credits)

A continuation of Geology 110. An outline of the earth's history; fossils and their use. Identification and use of some common fossils.

59111

Prerequisite: Geology 110.

Textbooks: R. M. Pearl, **Geology** (College Outline Series; Barnes and Noble Inc., New York).

F. H. Rhodes, et al., **Fossils** (Golden Nature Guide, Golden Press, New York, 1962).

***GEOLOGY 201 – General Geology**

3 hours lecture; 3 hours lab

Processes of destruction and reconstruction; interpretation of physiographic features with map study; stratigraphic column with index fossils from each period; common minerals and rocks.

59201

*This is a University of Calgary course and is not offered on the semester system.

GEOLOGY 210 – Physical Geology

3 hours lecture, 3 hours laboratory (4 credits)

Structure of the Earth; destructive and constructive processes active on and within the crust; common crustal minerals and rocks and their economic significance.

Certain topics relative to engineering are given special emphasis. 59210
This course is limited to Engineers and Petroleum Landmen, and Geology majors.

Textbooks: J. Gilluly, A. C. Waters and A. O. Woodford, **Principles of Geology** (Freeman and Co., San Francisco and London, 1959).
H. S. Zim, P. R. Shaffer, **Rocks and Minerals** (Golden Nature Guide, Golden Press, New York, 1962).

GEOLOGY 211 – General Historical Geology

3 hours lecture, 3 hours laboratory (4 credits)

A continuation of Geology 210. Sequences in sedimentary rocks; the stratigraphic column with index fossils from each period. Certain topics relevant to the non-

metaliferous mining industries are given special emphasis. Stratigraphic map problems; identification of some common fossils. 59211

Prerequisite: Geology 210.

Textbooks: J. Gilluly, A. C. Waters and A. O. Woodford, **Principles of Geology** (Freeman and Co., San Francisco and London, 1959).
F. H. Rhodes, **Fossils** (A Golden Nature Guide, Golden Press, New York, 1962).

GERMAN

***GERMAN 100 – Beginner's German**

3 hours lecture; 2 hours lab.

This course is designed to impart, on the introductory level, an active, practical skill in the use of the spoken and written word. The oral approach will be stressed using material from everyday situations, easy cultural readers, slides, maps, etc. The Department's language laboratory will be used for drill purposes and will be available to students for individual practice. 58100

*This is a University of Calgary course and is not offered on the semester system.

GERMAN 110 – Introductory College German

3 hours lecture, 2 hours laboratory (4 credits)

Material covered in this course includes gender of nouns, pronouns, present tense of verbs, use of cases, prepositions, strong and weak verbs. Also covered are the following: past tense, present and past perfect tenses, plural of weak, mixed and irregular nouns, the future tenses, the imperative, separable and inseparable prefixes and personal pronouns. 58110

Textbook: C. P. Homberger, J. F. Ehelke, **Foundation Course in German** (Heath, 1964, revised edition).

GERMAN 111 – College German

3 hours lecture, 2 hours laboratory (4 credits)

A continuation of German 110 covering interrogative and relative pronouns, reflexive pronouns and verbs, comparison of adjectives and adverbs, modal auxiliaries, the passive voice, the subjunctive, the conditional, and indirect discourse. Poems and short stories will also be studied. 58111

Prerequisite: German 110.

Textbook: C. P. Homberger, J. F. Ehelke, **Foundation Course in German** (Heath, 1964, revised edition).

GOVERNMENT

GOVERNMENT 112 – Government of the United States 3 hours lecture (3 credits)

An overall view of the American political system and its development from the Constitution of 1789. This course is especially designed for students planning on transferring to U.S. institutions. 57112

Textbook: J. H. Ferguson, D. E. McHenry, **Elements of American Government** (McGraw-Hill, 1966, 6th Edition).

GOVERNMENT 113 – Government of Canada 3 hours lecture (3 credits)

The development of constitutional government in Canada from 1774 to the present. 57113

Textbook: MacGregor Dawson, **The Government of Canada** (The University of Toronto Press, 1966, 4th Edition).

HISTORY

HISTORY 116 – Europe to 1648 3 hours lecture, 1 hour tutorial (3 credits)

A survey of the chief ideas and cultural development of the civilizations of Egypt, Mesopotamia, Aegean, Greece, Rome and the Middle Ages to 1648 in their political, social and economic development. 55116

HISTORY 117 – Europe from 1648 3 hours lecture (1 credit)

A continuation of History 116 from 1648 to the present with emphasis on the political, social, economic and cultural settings in Europe. 55117

Prerequisite: History 116

***HISTORY 205 – European History** 2 hours lecture; 1 hour tutorial

A survey of the chief ideas and institutions of the Western World in their political, social and economic setting. 55205

*This is a University of Calgary course and is not offered on the semester system.

HISTORY 212 – History of the United States 3 hours lecture (3 credits)

The history of the United States from colonial times to the Civil War. This course is designed for students transferring to American institutions. 55212

Textbook: J. A. Garraty, **The American Nation** (Harper & Row, 1966).

HISTORY 213 – History of the United States (3 hours lecture (3 credits)

A continuation of History 212 from the Reconstruction Period to the present. 55213

Textbook: J. A. Garraty, **The American Nation** (Harper & Row, 1966).

HISTORY 220 – Early Canada 3 hours lecture (3 credits)

The history of Canada from colonial times to Confederation, 1867. 55220

Textbook: W. L. Morton, **Kingdom of Canada** (McClelland & Stewart, 1963).

HISTORY 221 – Canada from 1867

3 hours lecture (3 credits)

The Centennial Years, Canada from 1867 to the present.

55221

Prerequisite: History 220.

Textbook: W. L. Morton, **Kingdom of Canada** (McClelland & Stewart, 1963).**INTERIOR DESIGN****INTERIOR DESIGN 110 – Interior Design Basics**

1 hour lecture (1 credit)

Introduction to design composition and color. Lectures on and practical application of theories involving principles of design as well as preliminary aspects of color.

Expression of ideas through pencil and ink.

54110

Textbook: R. Faulkner, S. Faulkner, **Inside Today's Home** (Holt, Rinehart & Winston Inc., 1966, Revised Edition).**INTERIOR DESIGN 111 – Twentieth Century Architecture**

An inquiry into the influences that affected the development of modern architecture.

A study of the design philosophies and works of architects such as Corbusier, Gropius, Van der Rohe and Wright. Lectures are augmented by slides and films.

54111

Prerequisite: Interior Design 110.

Textbook: Gert Hatie, editor, **Encyclopedia of Modern Architecture** (Thames & Hudson, London, 1965).**INTERIOR DESIGN 112 – Interior Materials**

2 hours lecture (2 credits)

A detailed survey of materials. Lectures on the construction and installation of floor, wall and ceiling materials, with attention to texture, pattern, color and logical use.

The student is required to do outside research and to develop a file of samples and product information relating to Interior Design.

54112

Textbook: R. Faulkner, S. Faulkner, **Inside Today's Home** (Holt, Rinehart & Winston Inc., 1966, Revised Edition).**INTERIOR DESIGN 113 – History of Furniture**

2 hours lecture (2 credits)

A study of the materials and principles in the art of furniture design from Egypt to the present day. Course material includes trends in Spain, France, England and America. Sketches of room settings and individual pieces are required.

54113

Prerequisite: Interior Design 112.

Textbook: J. Aaronson, **Encyclopedia of Furniture** (Brown Publishers Inc., 1965, 3rd Edition).**INTERIOR DESIGN 114 – Interior Drawing**

2 hours lecture, 4 hours laboratory (4 credits)

Theory and practical exercises introducing the student to the fundamentals of draftsmanship. Instruction beginning with two dimensional and continuing with three dimensional drawing.

54114

No textbook required.

INTERIOR DESIGN 115 – Theory and Design

2 hours lecture, 4 hours laboratory (4 credits)

Instruction in casting shades and shadows. Also a series of exercises and experiments designed to introduce the student to the fundamentals of design and basic planning. Expression through the use of various media. 54115

Prerequisite: Interior Design 114.

No textbook required.

INTERIOR DESIGN 116 – Textiles

2 hours lecture (2 credits)

A study of historical and contemporary fabrics; carpets; their development, manufacture and use. Also, wallpaper, its characteristics and use. 54116

Textbook: R. Faulkner, S. Faulkner, **Inside Today's Home** (Holt, Rinehart & Winston Inc., 1966, Revised Edition).

INTERIOR DESIGN 118 – Techniques of Rendering

1 hour lecture, 2 hours laboratory (2 credits)

Instruction and practice in the use of various rendering media including pencil, ink and water colors. 54118

No textbook required.

INTERIOR DESIGN 119 – Techniques of Rendering

3 hours (2 credits)

Further development of skills as outlined in Interior Design 118. 54119

Prerequisite: Interior Design 118.

No textbook required.

INTERIOR DESIGN 200 – Summer Work

Satisfactory completion is required before admission to Interior Design 218 is granted. Independent summer work by the student in the preparation of 10 watercolor sketches (any subject), minimum 10"x15" illustration board. Due two weeks prior to commencement of second year Fall Semester classes. 54200

No textbook required.

INTERIOR DESIGN 210 – Related Design

1 hour lecture, 2 hours laboratory (2 credits)

Discussion and design projects considering arts and crafts related to Interior Design. Including industrial, ceramic, weaving, graphic, display, and stage design. 54210

Prerequisite: Interior Design 110.

No textbook required.

INTERIOR DESIGN 211 – Related Design

1 hour lecture, 2 hours laboratory (2 credits)

This course is a continuation of Interior Design 210. Discussion and design projects are continued with. 54211

Prerequisite: Interior Design 210.

No textbook required.

INTERIOR DESIGN 212 – Furniture Design

1 hour lecture, 1 hour laboratory (2 credits)

A study of materials and their applications as used in the furniture industry. Practical exercises in finishing, refinishing and upholstering. Preparation of design drawings and construction of a scale model. The student is required to collect literature of contemporary furniture to develop a reference file. 54212

Prerequisite: Interior Design 113.

Textbook: Mario del Fabro, **How to Build Modern Furniture**
(McGraw-Hill Company, 1957).

INTERIOR DESIGN 213 – Furniture Construction and Design

1 hour lecture, 1 hour laboratory (2 credits)

This course is a continuation of Interior Design 212. Practical exercises are required as well as a continuation of a reference file. 54213

Prerequisite: Interior Design 212.

Textbook: Mario del Fabro, **How to Build Modern Furniture**
(McGraw-Hill Company, 1957).

INTERIOR DESIGN 214 – Theory and Design

2 hours lecture, 4 hours laboratory (4 credits)

Design problems and studio discussions that consider existing and hypothetical conditions. Projects and exercises intended to further develop critical and creative abilities. Familiarization with the concepts of scale, proportion, form and space. 54214

Prerequisite: Interior Design 115.

No textbook required.

INTERIOR DESIGN 215 – Theory and Design

2 hours lecture, 4 hours laboratory (4 credits)

This course is a continuation of Interior Design 214. Projects and exercises are required. 54215

Prerequisite: Interior Design 214.

No textbook required.

INTERIOR DESIGN 216 – Color Theory and Harmony

1 hour lecture, 1 hour laboratory (2 credits)

Further study in the areas of Interior Design 110 with particular attention to the influence of surrounding values and of illumination on color. Practical application of theory to color planning projects. 54216

Prerequisite: Interior Design 110.

No textbook required.

INTERIOR DESIGN 217 – Color Theory and Harmony

1 hour lecture, 1 hour laboratory (2 credits)

This course is a continuation of Interior Design 216. Projects are required. 54217

Prerequisite: Interior Design 216.

No textbook required.

INTERIOR DESIGN 218 – Techniques of Rendering

1 hour lecture, 2 hours laboratory (2 credits)

Further development of ability and familiarity with media used to describe form and idea.

54218

Prerequisite: Interior Design 200.

No textbook required.

INTERIOR DESIGN 219 – Techniques of Rendering

1 hour lecture, 2 hours laboratory (2 credits)

This course is a continuation of Interior Design 218 to continue the development of ability and familiarity with various media to describe form and idea.

54219

Prerequisite: Interior Design 218.

(This course is for Program "B" students only).

No textbook required.

INTERIOR DESIGN 220 – History of Art and Architecture

3 hours lecture (3 credits)

Study of the history of architecture and minor arts from the Stone Age to the end of the Middle Ages in Europe and the Near East. Emphasis on sculpture and architecture. Sketches required.

54220

Prerequisite: Interior Design 110.

Textbooks: H. Gardner, **Art Through the Ages** (Harcourt, Brace & World Inc., 1959, 4th Edition).

F. J. Roos, Jr., **An Illustrated Handbook of Art History** (MacMillan Company Inc., 1965, Revised Edition).

INTERIOR DESIGN 221 – History of Art and Architecture

3 hours lecture (3 credits)

A continuation of Interior Design 220 from the Middle Ages to modern times. Emphasis on the minor arts, sculpture and painting from their early development to the present day. Sketches required.

54221

Prerequisite: Interior Design 220.

Textbooks: H. Gardner, **Art Through the Ages** (Harcourt, Brace & World Inc., 1959, 4th Edition).

F. J. Roos, Jr., **An Illustrated Handbook of Art History** (MacMillan Company Inc., 1965, Revised Edition).

INTERIOR DESIGN 222 – Professional Ethics and Practice 1 hour lecture (1 credit)

Lectures and discussions concerning the ideals and practical aspects of practice in the areas of Interior Design.

54222

No textbook required.

INTERIOR DESIGN 223 – Professional Ethics and Practice 1 hour lecture (1 credit)

This course is a continuation of Interior Design 222.

54223

Prerequisite: Interior Design 222.

No textbook required.

JOURNALISM

JOURNALISM 110 – Introduction to Journalism 3 hours lecture (3 credits)

The student will learn the importance of journalism today; the various elements of a news story including materials essential to any news story; how to write a news story; how to select the lead; lead and body in "inverted pyramid" form; new style;

"tight" writing; copy-editing; the style book; eliminating editorial opinion. The student will write news stories from material available, rewrite to improve style and order of content, and report various events. 53110

Textbook: Fraser F. Bond, **An Introduction to Journalism**, 2nd Edition
(The Macmillan Company).

JOURNALISM 111 – General Reporting 3 hours lecture (3 credits)

A continuation of Journalism 110 with greater emphasis on actual news coverage. Course will include interviewing, developing local angles on national stories, following up progressive stories, injecting color and appeal. The student will also deal with press releases and prepared texts. There will be weekly written assignments as well as 3 hours a week working for a daily newspaper. 53111

Prerequisite: Journalism 110.

Textbook: C. M. MacDougall, **Interpretative Reporting**, 5th Edition
(The Macmillan Company).

JOURNALISM 210 – Editing 3 hours lecture (3 credits)

The style guide. How to cut and "tighten" new copy, eliminate clichés. Head writing, make-up, picture display, checking accuracy, grammar, spelling, editing, symbols, type sizes, type faces and use of color. Study of various exchange papers. The course also makes a brief survey of the advertising and public relations field. 53210

Prerequisite: Journalism 111.

Textbooks: Bruce Wesley, **News Editing** (Houghton Mifflin Co.).
R. J. Cranford, **Copy Editing Workbook** (Holt, Rinehart and Winston).

JOURNALISM 211 – History of Journalism 3 hours lecture (3 credits)

Developments from man's basic curiosity and desire to communicate. History of printing. The development of printing presses, type setting machines and photographic equipment related to increased newspaper speed and circulation. Canadian newspaper history. 53211

JOURNALISM 220 – Reporting Public Affairs

3 hours lecture, 3 hours field work (4 credits)

Emphasis in this course will be placed on city news coverage. The student will cover various beats including police, city hall, education, political, military and science. Term work will include two full-length features plus 3 hours a week working at a daily newspaper. 53220

Prerequisite: Journalism 111.

JOURNALISM 221 – Free Lance Writing

3 hours lecture (3 credits)

Selecting a subject. Selecting a market. The query letter. Selling the story to the editor. Gathering material and research. Use of reference works. Choosing a "slant". Students will write two or three feature-length stories.

53211

Prerequisites: Journalism 110–111.

Textbook: H. M. Patterson, **Writing and Selling Feature Articles**, 3rd Edition (Prentice-Hall).

MATHEMATICS**MATHEMATICS 100 – Applied Mathematics**

3 hours lecture (3 credits)

Designed to give students an understanding of fundamental operations with numbers, fractions, decimals, interest, percentages, exponents and powers. Mathematical procedures typical to many types of business transactions such as discounts, depreciation, loans and installment contracts will be covered.

50100

Prerequisite: Mathematics ability as set out in career program entrance requirements.

MATHEMATICS 101 – Introduction to Algebra and Statistics

3 hours lecture (3 credits)

Introduction to the concepts of logic, nature of proof, sets, relations and functions and equations. Introduction to modern methods of descriptive statistics, including hypothesis testing, sampling methods and statistical inference, linear regression and correlation and study of the mean, median and mode.

50101

Prerequisite: Mathematics 100.

MATHEMATICS 102 – Introduction of Elementary Algebra

5 hours instruction (4 credits)

Fundamental operations. Products and factoring. Fractions. Linear and fractional equations. Functions and graphs. Simultaneous linear equations. Exponents and radicals. Quadratic equations. Simultaneous quadratic equations. Ratio, proportion, and variation.

50102

Textbook: P. K. Rees, F. W. Sparks, **College Algebra** (McGraw-Hill Company, 1967, 5th Edition).

MATHEMATICS 103 – Elementary Mathematics

5 hours instruction (4 credits)

Complex numbers. Higher degree equations. Inequalities. Logarithms. Progressions. Mathematical induction. Binomial Theorem. Permutations and combinations. Probability. Determinants.

50103

Prerequisite: Mathematics 20 or Mathematics 102.

Textbook: P. K. Rees, F. W. Sparks, **College Algebra** (McGraw-Hill Company, 1967, 5th Edition).

MATHEMATICS 105 – Trigonometry

3 hours lecture (3 credits)

Trigonometric functions. Radian measure. Equation and identities. Solution of right and oblique triangles. Inverse trigonometric functions. 50105

Prerequisite: Mathematics 20.

MATHEMATICS 107 – Solid Geometry

2 hours lecture (2 credits)

This course is offered in engineering. A study of geometry in three dimensions emphasizing visualization. Analytic geometry. 50107

Prerequisite: Mathematics 30 or equivalent.

Textbook: A. Avery's, revised by W. C. Stone, **Solid Geometry**
(Allyn and Bacon, 1965, Revised Edition).

***MATHEMATICS 111 – Review of School Mathematics Including Trigonometry**

2 hours

Finite series; Permutations and combinations. Binomial Theorems, trigonometric functions, identities and equations. Solutions of triangles. 50111

Note: This course does not carry credit towards a degree, but is supplementary to Mathematics 211. See note under Mathematics 211.

*This is a University of Calgary course and is not offered on the semester system.

MATHEMATICS 112 – Introductory Finite Mathematics

3 hours lecture (3 credits)

Introduction to logic. Sets and subsets. Partitions and counting. Introduction to probability theory. 50112

Prerequisite: Mathematics 30.

Textbook: J. G. Kemeny, A. Schleifer Jr., J. L. Snell, G. L. Thompson,
Finite Mathematics (Prentice-Hall, Inc. 1962).

MATHEMATICS 113 – Finite Mathematics

3 hours lecture (3 credits)

Stochastic processes. Markov chains. Vectors and matrices. Linear programming. Introduction to the theory of games. 50113

Prerequisite: Mathematics 112.

Textbook: J. G. Kemeny, A. Schleifer Jr., J. L. Snell, G. L. Thompson,
Finite Mathematics (Prentice-Hall, Inc. 1962).

MATHEMATICS 120 – Introductory Calculus

5 hours instruction (4 credits)

Number system. Absolute values and inequalities. Introduction to analytic geometry. Limits and derivatives. Differentiation of algebraic functions. 50120

Prerequisites: Mathematics 30 and Mathematics 31. Students who do not have Mathematics 31 will be required to take Mathematics 105 as a co-requisite.

Textbook: J. F. Randolph, **Calculus and Analytic Geometry** (Wadsworth Publishing Inc., 1966, 2nd Edition).

MATHEMATICS 121 – Calculus

5 hours instruction (4 credits)

Trigonometric, exponential, and logarithmic functions. Differentials. Antiderivatives. The definite integral with applications. Polar coordinates. 50121

Prerequisite: Mathematics 120.

Textbook: J. F. Randolph, **Calculus and Analytic Geometry** (Wadsworth Publishing Inc., 1966, 2nd Edition).

***MATHEMATICS 211 – General Mathematics**

3 hours lecture; 2 hours tutorial

Introduction to calculus. Limits continuity and derivatives. Geometric and algebraic concepts including three-dimensional vectors. Area and integration. 50211

Applications of differentiation and integration.

Prerequisites: Mathematics 30, 31.

Note: Students without Mathematics 31 and students who are not well grounded in the prerequisites should take Mathematics 111 as a corequisite.

*This is a University of Calgary course and is not offered on the semester system.

MATHEMATICS 220 – Calculus

5 hours instruction (4 credits)

Advanced formal integration with applications. Indeterminate forms. Taylor's formula. Parametric equations. Polar coordinates. 50220

Prerequisite: Mathematics 121.

Textbook: J. F. Randolph, **Calculus and Analytic Geometry** (Wadsworth Publishing Inc., 1966, 2nd Edition).

MATHEMATICS 221 – Calculus

5 hours instruction (4 credits)

Infinite series. Solid analytic geometry. Vectors. Partial differentiation. Multiple integration. Introduction to differential equations 50221

Prerequisite: Mathematics 220.

Textbook: J. F. Randolph, **Calculus and Analytic Geometry** (Wadsworth Publishing Inc., 1966, 2nd Edition).

MATHEMATICS 222 – Introductory Statistics

3 hours lecture, 3 hours laboratory (4 credits)

Graphs, tables, diagrams. Frequency distributions. Averages. Dispersion. Elementary probability. Binomial, normal, and Poisson distributions. Where possible, applications will be taken from Psychology, Sociology, Biology, Recreation and Physical Education 50222

MATHEMATICS 223 – Statistics

3 hours lecture, 3 hours laboratory (4 credits)

Sampling, correlation and regression. Significance tests. Analysis of variance. Where possible, applications will be taken from Psychology, Sociology, Biology, Recreation and Physical Education. 50223

Prerequisite: Mathematics 222.

MATHEMATICS 224 – Mathematics Used in Business

3 hours lecture (3 credits)

Review of set theory. Functions and graphs. Analytic geometry with emphasis on the straight line. Linear inequalities and linear programming. Limits, continuity, and differentiation of algebraic functions. 50224

Prerequisites: Mathematics 103 and 112.

MATHEMATICS 225 – Mathematics for Business Application

3 hours lecture (3 credits)

Geometric interpretation of derivative. Maximum and minimum problems.

Differentials. Indefinite and definite integrals with applications. Vectors, matrices, and determinants with applications. 50225

Prerequisite: Mathematics 224.

Textbooks: To be announced.

***MATHEMATICS 239 – Algebra**

3 hours

Sets, logic, mathematical induction. Permutations, combinations and probability.

Polynomials, remainder theorem. Introduction to numerical methods, complex numbers. Determinants, Introduction to linear algebra. Linear programming. 50239

Prerequisite: Mathematics 30.

*This is a University of Calgary course and is not offered on the semester system.

MUSIC

MUSIC 102 – History of Musical Style to 1825

3 hours lecture (3 credits)

A study of musical style in the Western World from its origin to approximately 1825 and its relationship to general cultural development. 42102

Prerequisite: Grade 10 (Toronto Conservatory) or equivalent.

Textbook: D. J. Grout, **A History of Western Music** (W. W. Norton & Co., 1960, 1st Edition).

MUSIC 103 – History of Musical Style (1825 to present)

3 hours lecture (3 credits)

A study of musical style in the Western World from approximately 1825 to the present time and its relationship to general cultural development. 42103

Prerequisite: Music 102.

Textbook: D. J. Grout, **A History of Western Music** (W. W. Norton & Co., 1960, 1st Edition).

MUSIC 110 – Beginning Harmony and Counterpoint

3 hours lecture, 1 hour laboratory (3 credits)

Diatonic harmony, the use of dominant sevenths, unessential notes including suspensions, elementary modulation. Ear training, sight singing and music dictation will be given in the laboratory. Elementary Counterpoint (a) adding a bass part to a given melody, (b) adding a melody to a given bass part and (c) adding a simple double counterpoint at the 15th to a given part. 42110

Prerequisite: Theory II (Recognized Conservatory).

Textbooks: Frederick J. Horwood, **The Basis of Harmony** (Gordon V. Thompson, 1944, 1st Edition).
Frederick J. Horwood, **Elementary Counterpoint** (Gordon V. Thompson, 1958, 1st Edition).

MUSIC 111 – Intermediate Harmony and Counterpoint

3 hours lecture, 1 hour laboratory (3 credits)

Intermediate instruction in diatonic harmony, dominant sevenths, unessential notes, suspensions and modulations. Ear training will be given in the laboratory. Continued instruction in elementary counterpoint Music 110. 42111

Prerequisite: Music 110.

Textbooks: Frederick J. Horwood, **The Basis of Harmony**
(Gordon V. Thompson, 1944, 1st Edition).
Frederick J. Horwood, **Elementary Counterpoint**
(Gordon V. Thompson, 1958, 1st Edition).

MUSIC 120 – Mixed Chorus

3 hours instruction (2 credits)

The chorus is instructed in elementary vocal production, music reading and choral singing. A wide variety of styles of literature are sung and public concerts are presented. 42120

Prerequisite: Consent of director.

No textbook required.

MUSIC 121 – College Choir

3 hours instruction (2 credits)

The chorus is instructed in more advanced techniques of choral singing and a greater variety of literature is explored. 42121

Prerequisite: Consent of director.

No textbook required.

MUSIC 122 – Concert Band

3 hours lecture (2 credits)

Group instruction is given to students of intermediate to advanced ability. Players must supply their own instruments except those instruments not commonly owned privately such as tuba, tympani, etc. 42122

Prerequisite: Consent of director.

No textbook required.

MUSIC 123 – Concert Band

3 hours lecture (2 credits)

The emphasis in this course is on ensemble playing by a large group to play Class A Band literature. 42123

Prerequisite: Consent of director.

MUSIC 124 – Orchestra

2 hours instruction (1 credit)

Emphasis in this course will be in playing together as a group. Instruction in good ensemble playing will be given. This is the Southern Alberta Youth Orchestra functioning in co-operation with the Calgary Philharmonic Orchestra. Students will supply and maintain their own instruments except those instruments not commonly owned privately. 42124

Prerequisites: Consent of director. Intermediate to advanced ability required.

No textbook required.

MUSIC 125 – Concert Orchestra

2 hours instruction (1 credit)

Advanced instruction in orchestral ensemble playing techniques. Public concerts will be presented.

42125

Prerequisite: Consent of director.

No textbook required.

MUSIC 210 – Second Year Theory 3 hours lecture, 1 hour laboratory (3 credits)

Chromatic harmony, the use of secondary sevenths and advanced modulation. Ear training, sight singing and music dictation. Counterpoint requirement will be (a) to add two flowing imitative parts to a plain Chorale melody, (b) to add a part in Double Counterpoint at the 15th or 8va to a given part, and (c) to write three variations on a given ground bass, one variation to be in two parts, and the other in three parts.

42210

Prerequisites: Music 110–111.

Textbooks: Frederick J. Horwood, **The Basis of Harmony**

(Gordon V. Thompson, 1944, 1st Edition).

Frederick J. Horwood, **Elementary Counterpoint**

(Gordon V. Thompson, 1958, 1st Edition).

MUSIC 211 – Advanced Harmony and Counterpoint

3 hours lecture, 1 hour laboratory (3 credits)

Advanced instruction in harmony, ear training and counterpoint.

42211

Prerequisite: Music 210.

Textbooks: Frederick J. Horwood, **The Basis of Harmony**

(Gordon V. Thompson, 1944, 1st Edition).

Frederick J. Horwood, **Elementary Counterpoint**

(Gordon V. Thompson, 1958, 1st Edition).

NURSING

NURSING 110 – Patient-centred Nursing Techniques

3 hours lecture, 7 hours laboratory (6 credits)

This course is an introduction to nurse-patient responsibilities and relationships. The emphasis is on meeting the needs of the hospitalized patient. Relieving symptoms of illness, administering common drugs, using techniques of medical and surgical asepsis, recording observations of the patients' condition are also included. Clinical experiences and observation periods are gained in auxiliary hospitals, rehabilitation centres and nursing homes.

41110

Textbooks: R. V. Matheney, B. T. Nolan, A. M. Ehrhart, G. J. Griffin, J. K. Griffin, **Fundamentals of Patient Centered Care** (C. V. Mosby Company, 1964).
Programmed Instruction Units (Various publishers).

NURSING 111 – Maternal-Child Care

6 hours lecture, 12 hours laboratory (10 credits)

This course offers an opportunity to develop skills in caring for women during prenatal, labor, delivery, and post-natal periods of pregnancy. The course then

continues with the care of the newborn and maintenance of health in normal infants and children. Growth and development patterns in children will be discussed and observed. Care of ill children will be discussed and observed. Care of ill children with the most common disorders will be included. 41111

Prerequisite: Nursing 110.

Textbooks: E. Fitzpatrick, N. J. Eastman, S. R. Reeder, **Maternity Nursing** (J. B. Lippincott Co., 1966, 11th Edition).
Dr. Marlow, G. Sellev, **Pediatric Nursing** (W. B. Saunders Co., 1966, 2nd Edition).
G. N. Bonine, L. Pounds, **Workbook in Pediatric Nursing** (Collier-MacMillan Ltd., 1966, 2nd Edition).

NURSING 112 – Care of the Medical-Surgical Patient

5 hours lecture, 12 hours laboratory (10 credits)

This course will emphasize development of therapeutic skills in the care of patients with more acute medical and surgical conditions, pathology of disease, the principles of dietary treatment, drug treatment, etc. Clinical areas to be utilized will be medical and surgical units of the hospital. Emergency nursing will be included. 41112

Prerequisite: Nursing 111.

Textbooks: D. W. Smith, C. D. Gips, **Care of the Adult Patient** (J. B. Lippincott, 1966, 2nd Edition).
Programmed Instruction Units (Various publications).

NURSING 113 – Advanced Care of the Medical-Surgical Patient

5 hours lecture, 12 hours laboratory (10 credits)

A continuation of Nursing 112. 41113

Prerequisite: Nursing 112.

Textbooks: D. W. Smith, C. D. Gips, **Care of the Adult Patient** (J. B. Lippincott Company, 1966, 2nd Edition).
Programmed Instruction Units (Various publications).

NURSING 114 – Advanced Nursing Techniques

3 hours lecture, 15 hours laboratory (3 credits)

This course is offered for eight weeks during the months of May and June. Experiences are offered to provide advancement in the skills developed in Nursing 110. 41114

Prerequisite: Nursing 110.

Textbooks: R. V. Matheney, B. T. Nolan, A. M. Ehrart, G. J. Griffin, J. K. Griffin, **Fundamentals of Patient Centered Care** (C. V. Mosby, 1964).
Programmed Instruction Units (Various publishers).

NURSING 115 – Care of the Mentally Ill

This course runs for eight weeks during the summer term. Preventative measures, drugs used, and therapeutic approaches in the area of the mentally ill will be stressed in the opportunities offered to the student. Affiliation will be either at the Alberta Hospital, Ponoka, or other agencies offering this type of health service. 41115

Prerequisites: Nursing 110 and Nursing 114.

Textbook: C. K. Hofling, M. M. Leininger, **Psychiatric Concepts in Nursing** (J. B. Lippincott Co., 1960).

PHILOSOPHY

PHILOSOPHY 110 – History of Ancient Philosophy 3 hours lecture (3 credits)

This is a survey course designed to do primarily three things: acquaint the student with some of the main ideas (in such areas as epistemology, metaphysics and ethics) of such early thinkers as the pre-Socratics, Socrates, Plato, Aristotle and others; indicate some obvious and some not so obvious similarities between certain influential ancient ideas and certain modern ones; and help the student acquire and develop questioning and open-minded attitudes. 39110

Textbooks: S. E. Stumpf, **Socrates to Sartre** (McGraw-Hill, 1966).
B. Russell, **History of Western Philosophy** (Unwin University Books, 1961).

PHILOSOPHY 111 – History of Modern Philosophy 3 hours lecture (3 credits)

This course is similar to Philosophy 110. The student is given the opportunity to become acquainted with certain ideas in Scientific Method (Bacon, Hobbes), Rationalism (Descartes, Spinoza, Leibniz), Empiricism (Locke, Berkley, Hume), Kant's philosophy, Positivism (Compte), Utilitarianism (Bentham, Mill), Nietzsche's philosophy, Bergson's philosophy, Pragmatism (C. S. Peirce, William James, John Dewey), Dialectical Materialism (Marx), Analytic Philosophy, Existentialism. Moreover, the student will be encouraged to uncover the origins of some of our ideas today and to develop inquiring attitudes. 39111

Prerequisite: Philosophy 110.

Textbooks: S. E. Stumpf, **Socrates to Sartre** (McGraw-Hill, 1966).
B. Russell, **History of Western Philosophy** (Unwin University Books, 1961).

PHILOSOPHY 210 – Primary Philosophical Problems 3 hours lecture (3 credits)

This course is essentially an examination of certain primary philosophical problems in Epistemology, Aesthetics and Religion. More specifically, it is the aim of this course to elucidate the role of Reason in our claims to know empirical propositions (statements), logical propositions, aesthetic value propositions, and propositions about God. It is hoped that the student will develop an awareness of the seriousness and of the complexity of some philosophical problems and some skill in handling philosophical questions. 39210

Prerequisite: Philosophy 110 or Philosophy 111.

Textbook: Michael Scriven, **Primary Philosophy** (McGraw-Hill, Toronto, 1966).

PHILOSOPHY 211 – Moral Philosophy 3 hours lecture (3 credits)

In this course the student is asked to examine certain problems in ethical judgments and in ethical theory. He shall first become acquainted with some of the issues involved in such practical moral problems as Capital Punishment, Nuclear Disarmament, and Birth Control, and then he shall examine certain metaethical (theoretical) accounts of such central ethical concepts as that of Good, Right, Moral Virtue, Moral Responsibility and Free Will. 39211

Prerequisite: Philosophy 110, or Philosophy 111 or Philosophy 210.

Textbooks: R. Abelson, **Ethics and Metaethics** (St. Martin's Press, N.Y., 1963).
Michael Scriven, **Primary Philosophy** (McGraw-Hill, Toronto, 1966).

***PHILOSOPHY 241 – Introduction to Western Philosophy**

3 hours lecture; 1 hour seminar

The student meets and considers traditional problems of Western philosophy as they appear in selected philosophical classics. Emphasis is placed both on historical treatment of these problems and upon the student's ability to handle philosophical ideas independently. To this end lectures, discussions and tutorials form part of the student's training. This course is not open without special permission to students with any previous philosophy course.

39241

*This is a University of Calgary course and is not offered on the semester system.

PHYSICAL EDUCATION

PHYSICAL EDUCATION 170 – Historical and Philosophical Survey

3 hours lecture, 1 hour laboratory (4 credits)

A study of the principles, objectives, history, and philosophy of physical education, correlated with activity programs developing physical fitness and an awareness of current practices.

40170

Textbook: C. A. Bucher, **Foundations of Physical Education** (C. U. Mosby, 1968).

PHYSICAL EDUCATION 171 – Survey of Current Practices

3 hours lecture, 1 hour laboratory (4 credits)

A study of current practices with stress on the testing program. Current sociological implications of "sport" will also be covered.

40171

Prerequisite: Physical Education 170.

PHYSICAL EDUCATION 174 – Aquatics and Sailing

1 hour lecture, 2 hours laboratory (3 credits)

Instructional methodology in swimming and diving and skill instruction leading to a high level of personal performance. Also, an introduction to sailing may be given.

40174

PHYSICAL EDUCATION 175 – Aquatics and Canoeing

1 hour lecture, 2 hours laboratory (3 credits)

A continuation of Physical Education 174 with inclusion of canoeing may be given.

40175

Prerequisite: Physical Education 174 or permission of instructor.

PHYSICAL EDUCATION 177 – Basketball Coaching

1 hour lecture, 2 hours laboratory (3 credits)

Individual and team skills and techniques required to achieve basketball excellence, also a study of the psychology of coaching.

Prerequisites: Basic basketball skills and permission of the instructor.

PHYSICAL EDUCATION 178 – Field Games and Volleyball

1 hour lecture, 2 hours laboratory (3 credits)

The skills and theory of soccer for men, field hockey for women, and volleyball for both men and women. Other field sports will also be covered.

40178

PHYSICAL EDUCATION 181 – Team Sport Planning

1 hour lecture, 2 hours laboratory (3 credits)

The organization and administration of team sports and other intramural activities.

40181

Prerequisite: Physical Education 170.

***PHYSICAL EDUCATION 203 – Basketball**

3 hours

Theory, practice and teaching of basketball.

40203

*This is a University of Calgary course and runs for one semester.

***PHYSICAL EDUCATION 204 – A Survey of Physical Education**

3 hours, 2 hours lab. (4 credits)

Lectures: A study of the history, principles and practices in physical education.

The course is designed to afford the student an appreciation and a scientific awareness of the breadth of knowledge in physical education.

Laboratory: (Men) Practical experiences in selected activities including muscular and cardio-respiratory fitness programs.

Laboratory: (Women) Practical experiences in selected activities including fitness programs and rhythmic.

40204

*This is a University of Calgary course. The course runs two semesters.

***PHYSICAL EDUCATION 205 – Field Games and Volleyball**

3 hours

Theory and practice of outdoor field games and volleyball with an emphasis on skill and fundamentals.

40205

*This is a University of Calgary course and runs for one semester.

***PHYSICAL EDUCATION 207 – Elementary Physical Education**

3 hours

A survey of the purpose and program of physical education in the elementary schools.

40207

*This is a University of Calgary course and runs for one semester.

***PHYSICAL EDUCATION 209 – Social Dance**

3 hours

Theory, practice and teaching of social dance.

40209

*This is a University of Calgary course and runs for one semester.

PHYSICAL EDUCATION 210 – Badminton

1 hour lecture, 2 hours laboratory (3 credits)

Skills and techniques of badminton. Some lecture time to be spent in organization and instructional methods.

40210

Prerequisites: Physical Education 170 and 171.

PHYSICAL EDUCATION 218 – Introductory Contemporary Dance

1 hour lecture, 2 hours laboratory (3 credits)

Techniques of modern dance movement and the use of dance in the communication of ideas and feelings. Contemporary Dance Survey to also be covered.

40218

Prerequisites: Physical Education 170 and 171, or permission of the instructor.

PHYSICAL EDUCATION 219 – Intermediate Contemporary Dance

1 hour lecture, 2 hours laboratory (3 credits)

Continued development of dance skills as communicative media. Some methodology in dance instruction to also be covered. 40219

Prerequisite: Physical Education 218.

PHYSICAL EDUCATION 239 – Golf and Archery

1 hour lecture, 2 hours laboratory (3 credits)

Skills and techniques of golf and archery and the organization of competitive and recreational activities in each sport. 40239

Prerequisites: Physical Education 170 and 171.

PHYSICAL EDUCATION 242 – Introductory Gymnastics

1 hour lecture, 2 hours laboratory (3 credits)

Emphasis is on the development of fundamental skills in selected gymnastic activities. General concepts of methodology will be covered. 40242

Prerequisites: Physical Education 170 and 171.

PHYSICAL EDUCATION 243 – Intermediate Gymnastics

1 hour lecture, 2 hours laboratory (3 credits)

A continuation of Physical Education 242 with emphasis on skill display. Unicycle, trampoline, and other display apparatus will be used. Opportunity for competitive involvement will be given. 40243

Prerequisite: Physical Education 242 or permission of the instructor.

PHYSICAL EDUCATION 246 – Introductory Judo

1 hour lecture, 2 hours laboratory (3 credits)

An introduction to the philosophy and skills of judo. 40246

Prerequisites: Physical Education 170 and 171 or permission from the instructor.

PHYSICAL EDUCATION 247 – Intermediate Judo

1 hour lecture, 2 hours laboratory (3 credits)

A continuation of Physical Education 246 with the addition of organizational skills. 40247

Prerequisite: Physical Education 246.

PHYSICAL EDUCATION 254 – Social Dance

1 hour lecture, 2 hours laboratory (3 credits)

Emphasis is on the execution and appreciation of social dance. Parties, floorshows, and displays will be used to encourage the use of newly developed skills.

Open only to Physical Education or Recreation majors. 40254

Textbook: Alma Heaton, **Ballroom Dance Rhythms** (W. C. Brown Co., Dubuque, Iowa, 1967).

PHYSICAL EDUCATION 255 – Folk and Ethnic Dancing

1 hour lecture, 2 hours laboratory (3 credits)

Participation in folk and ethnic dances from around the world. Background and instructional methods to be covered in lecture. 40255

Prerequisites: Physical Education 170 and 171 or permission of the instructor.

PHYSICAL EDUCATION 262 – Introductory Wrestling

1 hour lecture, 2 hours laboratory (3 credits)

Physical conditioning through combative games and exercise lead into instruction in the basic skills and rules of international free-style wrestling. Men will be divided into weight classes. 40262

Prerequisites: Physical Education 170 and 171 or permission of the instructor.

PHYSICAL EDUCATION 263 – Intermediate Wrestling

1 hour lecture, 2 hours laboratory (3 credits)

Continuation of Physical Education 262 with instruction in officiating and instructional methods. 40263

Prerequisite: Physical Education 262 or permission of the instructor.

PHYSICAL EDUCATION 270 – Elementary School Physical Education

1 hour lecture, 2 hours laboratory (3 credits)

A practical and theoretical course dealing with the content and methodology of a modern elementary physical education program. The characteristics and needs of children will also be covered. 40270

PHYSICAL EDUCATION 271 – Principles and Practices of Athletic Training

2 hours lecture, 2 hours laboratory (4 credits)

This course will cover the basic principles of athletic training and will include the fundamentals of first aid, prevention of athletic injuries, and treatment of athletic injuries. Background in anatomy, physiology, and first aid is desirable but not mandatory. 40271

Prerequisites: Physical Education 170 and 171.

PHYSICS***PHYSICS 200 – General Physics**

3 hours lecture; 3 hours lab.

A general course in the fundamentals of physics, including mechanics, properties of matter, heat, sound, electricity and light. Illustrated by experiments. 35200

Prerequisite: Physics 30.

*This is a University of Calgary course and is not offered on the semester system.

POLITICAL SCIENCE

POLITICAL SCIENCE 110 – Introduction to Political Science

3 hours lecture (3 credits)

The course will deal with the nature and scope of the discipline, the state law, forms of government, selected political theories (e.g., Communism, Fascism) and will conclude with a review of U.S. and British governmental institutions. Students may also be asked to undertake case studies of local political events and factors.

30110

Textbook: C. C. Rodee, T. J. Anderson, C. A. Christol, **Introduction to Political Science** (McGraw-Hill, 1957).

POLITICAL SCIENCE 111 – The Structure and Dynamics of Government

3 hours lecture (3 credits)

Topics for consideration will include the governments of Canada, the U.S.S.R., public opinion, mass media, political parties, the impact of technological change – and to conclude there will be a discussion of international politics and foreign policy.

30111

Prerequisite: Political Science 110.

Textbooks: C. C. Rodee, T. J. Anderson, C. A. Christol, **Introduction to Political Science** (McGraw-Hill, 1957).
J. C. Ricker, I. Saywell, **How We are Governed** (Clarke, Irwin & Co. Ltd., 1966, Revised Edition).

*POLITICAL SCIENCE 200 – Elements of Political Science

3 hours

A study of the principles and practices of modern government, with the emphasis on the democratic constitutional state. Among the topics studied are the nature and theory of the state; types of constitutions; the functions and composition of the legislature, executive and judiciary; representation; political parties and pressure groups.

30200

*This is a University of Calgary course and is not offered on the semester system.

POLITICAL SCIENCE 210 – Introduction to International Relations

3 hours lecture (3 credits)

The first part of the course will deal with International Relations as an autonomous discipline, methodological problems, the approach used by Hartmann and others, and general background factors, e.g.: sovereignty and nationalism.

The second part will deal with national power and its assessment, foreign policy, diplomacy, international law, war, and finally a detailed study of International Organizations, especially the League of Nations, the United Nations.

30210

Prerequisites: Political Science 110-111.

Textbooks: F. H. Hartmann, **The Relations of Nations** (Collier-MacMillan Co., 1967, 3rd Edition).
F. H. Hartmann, **World in Crisis** (Collier-MacMillan Ltd., 1967, 3rd Edition).

Not offered in 1968-1969.

POLITICAL SCIENCE 211 – Power in International Relations

3 hours lecture (3 credits)

The first section will cover disarmament, security, and "patterns of power", i.e., unilateralism, balance of power, and collective security. The second section will be analysis of the actual record of events since 1900, focusing on the actions of the U.S.A., U.S.S.R., European and Asian Power, and the developing nations. Students will be asked to draw conclusions about current political situations and evolutive techniques, based upon the evidence they have acquired. 30211

Prerequisite: Political Science 210.

Textbooks: F. H. Hartmann, **The Relations of Nations** (Collier-MacMillan Co., 1967, 3rd Edition).
F. H. Hartmann, **World in Crisis** (Collier-MacMillan Ltd., 1967, 3rd Edition).

Not offered in 1968-69.

PSYCHOLOGY

PSYCHOLOGY 110 – Introductory Interpersonal Behavior

3 hours lecture (3 credits)

A general introduction to the field of psychology. Interpersonal behavior, personality development, conflict, maladjustment, psychotherapy, and psychological assessment are considered in this course. 25110

PSYCHOLOGY 111 – Introductory Experimental Psychology

3 hours lecture (3 credits)

An introduction to the scientific study of animal and human behavior with emphasis in the following areas: biological basis of behavior, mechanisms of perception, basic theories of learning, higher mental functions, motivation. 25111

Prerequisite: Psychology 110.

***PSYCHOLOGY 202 – Introduction to General Psychology**

3 hours

A survey of problems, methods and principles in various fields of psychology. 25202

Textbook: C. Morgan, **Introduction to Psychology**

*This is a University of Calgary course and is not offered on the semester system.

PSYCHOLOGY 210 – Introductory Developmental Psychology

3 hours lecture (3 credits)

An introduction to developmental psychology with emphasis on the development of thinking, perception, emotion, conscience, motor activity, and language. 25210

Prerequisites: Psychology 110-111.

Textbook: E. Stott, **Child Development**

PSYCHOLOGY 211 – Developmental Psychology

3 hours (3 credits)

This course emphasizes family influences on the developing child and the study of development and decline according to age level. 25211

Prerequisite: Psychology 211.

Textbook: E. Stott, **Child Development**

PSYCHOLOGY 215 – Theories of Personality 3 hours lecture (3 credits)
 A survey of theoretical approaches to the study of personality and its development. 25215
 Prerequisite: Psychology 110.

PSYCHOLOGY 216 – Normal and Abnormal Personality Adjustment 3 hours lecture (3 credits)
 Behavioral patterns of adjustment, both normal and abnormal are considered in this course. 25216
 Prerequisite: Psychology 215

RADIO

RADIO 110 – Introductory Broadcasting 2 hours lecture (2 credits)
 Introduction to radio and television broadcasting in society. The growth and role of radio and television in our society. The study of influences, current practices, network organization and programming in today's broadcasting organization. 24110
 Textbook: G. Chester, G. R. Garrison, **Television and Radio**
 (Appleton Century Crafts, 1963, 3rd Edition).

RADIO 111 – Fundamentals of Broadcasting 2 hours lecture, 2 hours laboratory (3 credits)
 Introduction to Radio and Television Broadcasting in the Studio. This course is designed to give the student insight into the technical aspects of radio, announcing, discussion programs, reports, women's programs, news and broadcasting as a career. This course is also available to an adult who wishes to increase his skills and knowledge in radio broadcasting. 24111
 Prerequisite: Radio 110 or permission of the head of the Broadcasting department.
 Textbook: G. Chester, G. R. Garrison, **Television and Radio**
 (Appleton Century Crafts, 1963, 3rd Edition).

RADIO 202 – Radio Production 2 hours lecture (2 credits)
 Practical training in actual broadcasting on the College station CMRC (closed circuit). Experience in the production of radio commercials, news and musical programs. 24202
 Prerequisites: Radio 110–111.
 Textbook: W. F. Abbot, R. C. Rider, **Handbook of Broadcasting**
 (McGraw-Hill, 1957, 4th Edition).

RADIO 203 – Radio Operations 2 hours lecture (2 credits)
 Practised training in discussions, planning and producing radio programs, audio control operations for radio, includes microphone set ups, audio console operation and record-playback techniques. 24203
 Prerequisite: Radio 202.

RADIO 210 – Script Writing in Stations

2 hours lecture (2 credits)

Beginning stages of writing dramas, documentaries, continuing, including script format and terminology and commercial writing. Work on CMRC required two hours per week.

24210

Prerequisites: Radio 110-111.

Textbook: Luther Weaver, **The Techniques of Radio Writing** (Prentice-Hall, 1948, 4th Edition).

RADIO 211 – Announcing for Radio

2 hours lecture (2 credits)

Survey and analysis of announcing in radio and practice in presenting announcing material.

24211

Prerequisite: Radio 210.

RECREATION**RECREATION 110 – Introduction to Recreation**

3 hours lecture, 2 hours field work (4 credits)

A study of the history and development of community recreation. An examination of community recreation in public, private, therapeutic industrial and voluntary agencies. Supervised field work in co-operation with various recreation agencies in the city of Calgary.

23110

Textbook: H. D. Meyer, C. K. Brighthill, **Community Recreation** (Third Edition, Prentice-Hall).

RECREATION 111 – Survey of Programs

3 hours lecture, 2 hours field work (4 credits)

A study of the history and development of community recreation. An examination of community recreation in public, private, therapeutic industrial and voluntary agencies. Supervised field work in co-operation with various recreation agencies in the city of Calgary.

23111

Prerequisite: Recreation 110.

Textbook: H. D. Meyer, C. K. Brighthill, **Community Recreation** (Third Edition, Prentice-Hall).

RECREATION 130 – Introductory Indoor-Outdoor Recreation

3 hours lecture, variable hours field trips (3 credits)

Methods, techniques and skills for many unusual and usual indoor and outdoor activities. A pragmatic exploration of various forms of recreation. Introductory course leading to in-depth work in the second year program.

23130

Readings assigned relative to the activities engaged in.

RECREATION 131 – Indoor-Outdoor Recreation

3 hours lecture, variable hours field trips (3 credits)

Methods, techniques and skills for many unusual and usual indoor and outdoor activities. A pragmatic exploration of various forms of recreation. Introductory course leading to in-depth work in the second year program.

23131

Prerequisite: Recreation 130.

References: Readings assigned relative to the activities engaged in.

RECREATION 137 – Program Planning 3 hours lecture (3 credits)

The application of recreation philosophy to program planning based upon the study of recreational tastes demonstrated through the medium of recreation surveys conducted by the class. 23137

RECREATION 140 – The Essentials of Group Work 3 hours lecture (3 credits)

A study of the processes of group leadership, of the dynamics within and without the group and of the effect of the leader's personality on the group. The course also includes sensitivity training. 23140

RECREATION 142 – Recreation Administration 3 hours lecture, 3 credits

General principles and practices of Administration; specific administrative practices for parks, arenas, and community centres; agreements with schools for use of facilities; legislation; supervision, job description development, recruitment in-service tutoring. Planning will be approached from the standpoint of the planning team. 23142

Prerequisites: Recreation 110–111.

Textbook: L. Rodney, **Administration of Public Recreation** (Ronald Piers).

RECREATION 147 – Private Agencies 3 hours lecture, T.B.A. field trips (3 credits)

This is a seminar course to include a survey of private recreation agencies; philosophy, techniques, funding, staffing, programs; emphasis will be placed on methods whereby public and private agency activities may be co-ordinated to mutual advantage. Field trips arranged with private agency personnel to provide insights with respect to the total operation of private agencies. 23147

Prerequisites: Recreation 110–111.

RECREATION 210 – Outdoor Education 3 hours lecture, 2 field trips (3 credits)

An introductory course in the theory of outdoor education with discussion of the use of this discipline in school, community (private and public) agencies, churches and other recreational programs. Laboratory field trips with groups of children will be held. 23210

Prerequisites: Recreation 110–111.

RECREATION 211 – Camping Education 3 hours lecture, 2 field trips (3 credits)

An introductory course in the theory of organized camping. The roles of the Camp Director, Unit and counselling staff are studied as they relate to camping objectives and philosophy. Specific areas of discussion include staff selection, training and supervision, program development and camper guidance. A major field trip and laboratory field trips are held. 23211

Prerequisite: Recreation 210.

RECREATION 230 – Practical Recreation Skills 3 hours lecture (3 credits)

The practical skills, theory, methods, organizational and administrative requirements relative to each of the following major areas of recreational activities: Arts and Crafts, music, drama. Each student is required to register for one of the above areas of recreational activity in each semester. 23230

Prerequisites: Recreation 130–131 or permission of the instructor.

RECREATION 231 – Practical Recreation Skills 3 hours lecture (3 credits)
The practical skills, theory, methods, organizational and administrative requirements relative to each of the following major areas of recreational activities:
Dance, Social recreation and athletics. 23231
Prerequisite: Recreation 230.

RECREATION 240 – Internship and Seminar 2 hours lecture, 4 hours field work (3 credits)
Three to five hours per week of service with a public or private recreation agency of choice. Two hour seminar per week with the instructor to discuss problems and achievements. 23240
Prerequisites: Recreation 110–111.

RECREATION 241 – Internship and Seminar 2 hours lecture, 4 hours field work (3 credits)
A continuation of Recreation 240 with co-operative experience of 3 to 5 hours per week, class assignments and verbal report presentation, and a two hour seminar session per week. 23241
Prerequisite: Recreation 240.

RELIGION

The religion courses listed below are provided as options which may be taken as alternatives to Service Physical Education or an Approved Student Activity to fill the College Graduation Requirements.

There are no final examinations in these courses but a passing grade is required in order to obtain credit. If three credits are desired, the student must register in Religious Education courses.

RELIGION 110 – Old Testament Fact and Fable 2 hours lecture (2 credits)
A critical study of Old Testament writings, history and beliefs to discover the facts beneath the historical additions. Problems will be studied by research and discussion. 22110
Textbook: S. Mathers, J. W. S. Wallens, **The Lamp and the Light**
(United Church Publishing House, 1959, 1st Printing).

RELIGION 111 – New Testament Fact and Fable 2 hours lecture (2 credits)
A critical study of New Testament writings, history and beliefs to discover the facts beneath historical additions. Problems will be studied by research and discussion. 22111
Prerequisite: Religion 110 or Religious Education 110.
Textbook: S. Mathers, J. W. S. Wallens, **The Lamp and the Light**
(United Church Publishing House, 1959, 1st Printing).

RELIGION 121 – Preparation for Marriage 2 hours lecture (2 credits)

A study by presentation of the physical, legal, economical and spiritual aspects of marriage plus a concern for the role of the male and of the female in marriage. 22121

No textbook required.

RELIGION 160 – Philosophy of Religion 2 hours lecture (2 credits)

An examination of the basic philosophical concepts of religious thinking. 22160

Textbook: J. Hick, **Philosophy of Religion** (Prentice-Hall, Inc., 1963, 1st Edition).

RELIGION 211 – Problems in Religion and Life 2 hours lecture (2 credits)

A seminar course on problems and beliefs such as: proofs of God, and Jesus; ethics of the new morality, abortion and civil rights; and the results of science and secularism. This course will be based on the concerns of those taking it and its methods will be research and discussion. 22211

No textbook required.

RELIGION 220 – World Religions 2 hours lecture (2 credits)

By means of presentation and discussion, eight of the living religions of the world will be considered such as Hinduism, Buddhism, Communism to provide an understanding for working with people. 22220

Textbook: C. S. Braden, **The World's Religions** (Abingdon Press, 1954, 2nd Edition).

RELIGION 221 – World Religions 2 hours lecture (2 credits)

A continuation of Religion 220. 22220

Textbook: C. S. Braden, **The World's Religions** (Abingdon Press, 1954, 2nd Edition).

RELIGION 240 – Early Christian Doctrine 2 hours lecture (2 credits)

A study of some of the major issues of the Christian faith today; God, Jesus, The Holy Spirit, the Church, Faith, and Salvation. The course is conducted from an ecumenical point of view. 22240

Textbook: W. M. Horton, **Christian Theology: An Ecumenical Approach** (Harper & Rowe, 1958, 1st Edition).

RELIGION 241 – Christian Doctrine 2 hours lecture (2 credits)

An introductory overview of the entire field of Christian theology. Students are encouraged to develop their own system of theological understanding. An ecumenical approach is used. 22241

Prerequisites: Religion 240 or Religious Education 240.

Textbook: W. M. Horton, **Christian Theology: An Ecumenical Approach** (Harper & Rowe, 1958, 1st Edition).

RELIGION 250 – Early Church History 2 hours lecture (2 credits)
 A survey of the history of the Church with emphasis on its early stages. 22250
 Textbook: R. H. Nichols, **The Growth of the Christian Church**
 (Westminster Press, 1941, Revised Edition).

RELIGION 251 – Canadian Church History 2 hours lecture (2 credits)
 This is a continuation of Religion 250 with particular emphasis on the story of the
 Church in Canada. 22251
 Prerequisites: Religion 250 or Religious Education 250.
 Textbook: D. J. Wilson, **The Church Grows in Canada** (Ryerson Press, 1966,
 1st Edition).

RELIGION 265 – Sociology of Religion 2 hours lecture (2 credits)
 A sociological study of religion in relation to social structures, social processes
 and social change. The implications to central Christian doctrines will be
 considered. 22265
 Textbook: Yinger, **Sociology Looks At Religion**.

RELIGIOUS EDUCATION

RELIGIOUS EDUCATION 110 – Fact and Fable in the Old Testament
 3 hours lecture (3 credits)
 A critical study of Old Testament writings, history and beliefs to discover the facts
 beneath the historical accretions. Problems will be studied by research and
 discussion. 89110
 Textbook: B. W. Anderson, **Understanding the Old Testament**
 (Prentice-Hall, Inc., 1966, 2nd Edition).

RELIGIOUS EDUCATION 111 – Fact and Fable in the New Testament
 3 hours lecture (3 credits)
 A critical study of New Testament writings, history and beliefs to discover the facts
 beneath historical accretions. Problems will be studied by research and
 discussion. 89111
 Prerequisite: Religious Education 110.
 Textbook: Crownfield, **A Historical Approach to the New Testament**
 (Harper & Rowe, 1960, 1st Edition).

RELIGIOUS EDUCATION 160 – Philosophy of Religion 3 hours lecture (3 credits)
 An examination of the basic philosophical concepts of religious thinking. 89160
 Textbook: John Hick, **Philosophy of Religion** (Prentice-Hall, Inc., 1963,
 1st Edition).

RELIGIOUS EDUCATION 213 – Counselling 3 hours lecture (3 credits)

A study of the theories and techniques of counselling and actual participation in counselling situations. 89213

Prerequisites: Religion 110–111 or permission of the Religious Education department.

Textbooks: To be announced.

RELIGIOUS EDUCATION 222 – Curriculum and Worship

3 hours lecture (3 credits)

A study of curriculum by analysis of purpose and methods combined with a study of modern worship through an understanding of ancient Hebrew and medieval Christian worship. 89222

Prerequisites: Religious Education 110–111.

Textbook: P. Vieth, **Worship in the Church School** (United Church Press, 1965, 1st Edition).

RELIGIOUS EDUCATION 231 – Leadership 3 hours lecture (3 credits)

A study of leadership, its techniques and teaching dynamics. This will include a study of the historical development of the theories of Religious Education since 1915 and a study of the theory of group work and a sensitivity laboratory. 89231

Prerequisites: Religious Education 110–111 or permission of the chairman of the department of Religious Education.

RELIGIOUS EDUCATION 232 – Introductory Internship

1 hour lecture, 2 hours field work (2 credits)

Practical work under supervision in a church in Calgary. The students will work for the semester in one church and have one hour of consultation with the instructor each week. 89232

Prerequisites: Religious Education 110–111.

No textbook required.

RELIGIOUS EDUCATION 233 – Internship

1 hour lecture, 2 hours field work (2 credits)

This course is practical work under the supervision of the instructor and the minister in the Church in which the student is working. It will also include opportunities to observe and/or participate in conferences in the areas of work of concern to the student. 89233

Prerequisite: Religious Education 232.

No textbook required.

RELIGIOUS EDUCATION 240 – Early Christian Doctrine

3 hours lecture (3 credits)

A study of the basic beliefs of the Christian faith – God, Jesus, The Holy Spirit, the Church, Faith and Salvation. 89240

Prerequisites: Religious Education 110–111.

Textbook: W. M. Horton, **Christian Theology: An Ecumenical Approach** (Harper & Rowe, 1958, 1st Edition).

- R. Coe, **Social Theory of Religious Education**
(C. Scribner's Sons, 1917, 1st Edition).
- I. V. Cully, **The Dynamics of Christian Education**
(Westminster, 1954, 1st Edition).
- H. S. Harrison, **Can Religious Education Be Christian?**
(Macmillan, 1947, 3rd Edition).
- J. F. Fry, **A Hard Look at Adult Christian Education**
(Westminster, 1961, 1st Edition).
- R. Henderlite, **Forgiveness and Hope** (John Knox Press,
1962, 1st Edition).
- R. C. Miller, **The Clue to Christian Education**
(C. Scribner's Sons, 1959, 1st Edition).
- L. J. Sherrill, **The Gift of Power** (Macmillan, 1961,
1st Edition).
- T. Shlusser, **The Local Church in Transition** (Westminster, 1964,
1st Edition).
- J. D. Smart, **The Teaching Ministry of the Church**
(Westminster, 1954, 1st Edition).

RELIGIOUS EDUCATION 241 – Christian Doctrine 3 hours lecture (3 credits)

An introductory overview of the entire field of Christian theology. Students are encouraged to develop their own system of theological understanding. An ecumenical approach is used.

89241

Prerequisite: Religious Education 240.

Textbook: Wm. Horton, **Christian Theology: An Ecumenical Approach**
(Harper & Rowe, 1958, 1st Edition).

RELIGIOUS EDUCATION 250 – Early Church History 3 hours lecture (3 credits)

A survey of the history of the Church with emphasis on its early stages.

89250

Prerequisites: Religious Education 110–111.

Textbook: R. H. Nichols, **The Growth of the Christian Church**
(Westminster Press, 1941, Revised Edition).

RELIGIOUS EDUCATION 251 – Canadian Church History

3 hours lecture (3 credits)

This is a continuation of Religious Education 250 with particular emphasis on the story of the Church in Canada.

89251

Prerequisite: Religious Education 250.

Textbook: D. J. Wilson, **The Church Grows in Canada** (Ryerson Press,
1966, 1st Edition).

RELIGIOUS EDUCATION 265 – Sociology of Religion 3 hours lecture (3 credits)

A sociological study of religion in relation to social structures, social processes and social change. The implications to central Christian doctrines will be considered.

89265

Textbook: Yinger, **Sociology Looks At Religion**.

SECRETARIAL SCIENCE

SECRETARIAL SCIENCE 110 – Elementary Typewriting

4 hours lecture, 2 hours laboratory (3 credits)

This course is for students with no previous instruction in typewriting as well as for those who are in need of a "brush-up." It includes techniques of machine operation, with emphasis on touch control, rhythm, speed and accuracy. Practice is given in typing for speed, tabulations, numbers and symbols, etc. This course is not open to students who have credit in Typewriting 10. 21110

Textbooks: Lloyd, Rowe and Winger, **Typewriting for Colleges** (Gregg Division of McGraw-Hill Book Co., 2nd Edition).

Lloyd, Rowe and Winger, **Typewriting for Colleges Workbook** (Gregg Division of McGraw-Hill Book Co., 2nd Edition).

Special Note: Lloyd, Rowe and Winger, **191 Series** (Gregg Division of McGraw-Hill Book Co., Canadian Edition).
(This is used for Typewriting 10 students).

SECRETARIAL SCIENCE 121 – Intermediate Typewriting

4 hours lecture, 2 hours laboratory (3 credits)

This course demands increased skills, and consists of practical problems in written communications and speed for proficiency in allied secretarial subjects. 21121

Prerequisites: Secretarial Science 110 ("C" standing)
or Typewriting 10 ("B" standing).

Textbooks: Lloyd, Rowe and Winger, **Typewriting for Colleges** (Gregg Division of McGraw-Hill Book Co., 2nd Edition).

Lloyd, Rowe and Winger, **Typewriting for Colleges Workbook No. II** (Gregg Division of McGraw-Hill Book Co., 2nd Edition).

Special Note: Lloyd, Rowe and Winger, **191 Series** (Gregg Division of McGraw-Hill Book Co., Canadian Edition).
(This is used for Typewriting 20).

SECRETARIAL SCIENCE 130 – Elementary Shorthand (Pitman)

4 hours lecture, 2 hours laboratory (4 credits)

An excellent opportunity to learn the fundamentals of Pitman Shorthand Theory. Emphasis is upon reading and writing shorthand accurately with the correct techniques; practice is given in transcription as the student's speed and vocabulary increase. 21130

Textbook: Sir Isaac Pitman, **Isaac Pitman Shorthand, New Era Course** (Sir Isaac Pitman & Sons (Canada), Ltd., 1924).

References: **Key to Course in Isaac Pitman Shorthand** (New Era Edition).
Pitman's Shorthand Dictionary (New Era Edition).

SECRETARIAL SCIENCE 131 – Intermediate Shorthand (Pitman)

4 hours lecture, 2 hours laboratory (4 credits)

This course combines shorthand and typewriting on a job production basis with an emphasis upon increased vocabulary and speed to enable the student to take office-style dictation. 21131

Prerequisites: Secretarial Science 121 ("C" standing) or Typewriting 20 ("B" standing), and Secretarial Science 130 ("B" standing) or Shorthand 10 ("A" standing).

Textbook: Sir Isaac Pitman, **Isaac Pitman Shorthand Advanced Dictation, New Era Course** (Sir Isaac Pitman & Sons (Canada), Ltd., R. J. Aitchison).

References: **Pitman Student's Shorthand Dictionary and Phrase Book.**

SECRETARIAL SCIENCE 135 – Elementary Shorthand (Gregg)

4 hours lecture, 2 hours laboratory (4 credits)

An initial course in Gregg Shorthand (Simplified) affording the student a well-rounded knowledge of the theory, short forms, and a good basic reading and writing speed.

21135

Textbook: Leslie, Zoubek and Strony, **Gregg Simplified for Colleges** (Gregg Division of McGraw-Hill Book Co., 2nd Edition)

SECRETARIAL SCIENCE 136 – Elementary Shorthand (Forkner)

3 hours lecture, 1 hour laboratory (2 credits)

Forkner Shorthand is a system of longhand shorthand with some symbols.

This shorthand is advocated for students aspiring to jobs as receptionists, PBX operators, and light steno work. The most advantageous use of Forkner is for the college student seeking a method of rapid note taking.

21136

Textbooks: Hamden Forkner, **Forkner Shorthand** (Forkner Publishing Company, 1954).

Forkner Shorthand Workbook.

Reference: **Forkner Shorthand Dictionary.**

SECRETARIAL SCIENCE 150 – Fundamentals of Accounting

4 hours lecture, 1 hour laboratory (4 credits)

An introductory course dealing with the elements of bookkeeping and accounting.

It covers all steps in accounting procedure, including journals, ledger, trial balance, financial statements, closing the books, notes, drafts, banking, payroll, etc.

The course is designed to give the student going into general office work a basic knowledge of work done in an accounting department.

21150

Prerequisite: Satisfactory score in arithmetic in the counselling examination.

SECRETARIAL SCIENCE 151 – Intermediate Accounting

3 hours lecture, 1 hour laboratory (3 credits)

A continuation of Accounting 150 plus the practical application of accounting principles in maintaining a set of books.

21151

Prerequisite: Secretarial Science 150.

SECRETARIAL SCIENCE 180 – Orientation in Specialized Fields

3 hours lecture, 1 hour laboratory (3 credits)

This course is designed to familiarize the student with the terminology and office procedures in Medical-Dental, Legal, Petroleum, and Engineering.

21180

Prerequisites: Secretarial Science 121 and 131.

SECRETARIAL SCIENCE 181 – Secretarial Procedure

4 hours lecture, 2 hours laboratory (4 credits)

This course is designed to give students a broad knowledge of secretarial procedure covering such things as: Business Manners and Grooming, Secretarial Etiquette, Personality, Health, Business Use of the Telephone, Secretarial Responsibility in Business Contacts, Survey of Secretarial Opportunities, Interviewing Techniques, etc. Toward the end of the course, the student is placed in a business office for several weeks for actual experience.

21181

Prerequisites: Secretarial Science 131, 121, 151, 161, and 180.

SECRETARIAL SCIENCE 210 – Advanced Typewriting 3 hours lecture (3 credits)

A finishing course in typewriting that covers rough drafts; letter review; typing of envelopes, cards, labels; business reports; manuscripts; drills for increased speed; practical work in office typewriting.

21210

Prerequisite: Secretarial Science ("C" standing) or Typewriting 20 ("B" standing).

Textbooks: Lloyd, Rowe and Winger, **Typewriting for Colleges**
(Gregg Division of McGraw-Hill Book Co., 2nd Edition).
Lloyd, Rowe and Winger, **Typewriting for Colleges Workbook III**
(Gregg Division of McGraw-Hill Book Co., 2nd Edition).

Special Note: Lloyd, Rowe and Winger, **191 Series** (Gregg Division of McGraw-Hill Book Co., Canadian Edition). This is used for Typewriting 30.

SECRETARIAL SCIENCE 230 – Advanced Shorthand and Transcription

3 hours lecture, 2 hours laboratory (3 credits)

Dictation and vocabulary development, with emphasis on specialized vocational areas. Stresses transcription skills.

21230

Prerequisites: Secretarial Science 131 ("B" standing), Secretarial Science 210 ("B" standing), Secretarial Science 170 ("B" standing).

Textbook: Sir Isaac Pitman, **Isaac Pitman Shorthand Advanced Dictation, New Era Course** (Sir Isaac Pitman & Sons (Canada), Ltd., R. J. Aitchison).

References: **Pitman Student's Shorthand Dictionary and Phrase Book.**

SECRETARIAL SCIENCE 250 – Introduction to Electronic Data Processing

3 hours lecture, 1 hour laboratory (4 credits)

This course is designed for those who have not had previous knowledge of Electronic Data Processing. It is presented as an orientation of the basic knowledge of computers; namely, what a computer is and how it works. It will cover such topics as: historical development, computer fundamentals, computer logic, hardware features, etc.

21250

Prerequisite: Secretarial Science 151.

SECRETARIAL SCIENCE 251 – Intermediate Electronic Data Processing

2 hours lecture, 1 hour laboratory (2 credits)

This course is a continuation of Secretarial Science 250. It will cover the basic programming principles and business computer applications.

21251

Prerequisite: Secretarial Science 250.

SERVICE PHYSICAL EDUCATION

SERVICE PHYSICAL EDUCATION 102 – Foundations in Physical Education

1 hour lecture (1 credit)

This course stresses the role of physical activity in our lives. Historical and philosophical background will be explored and related to our present society as well as the individual. Service Physical Education 102 is a requirement for all Junior College students who elect Physical Education.

43102

References: Bucher, **Foundations of Physical Education** (C. V. Mosley, 1968).

SERVICE PHYSICAL EDUCATION 106 – Introductory Aquatics

1 hour laboratory (1 credit)

Swimming, diving, life saving, and related activities. A high level of competence will be expected.

43106

Prerequisites: Registration in Service Physical Education 102 and swimming competence or permission of the instructor.

SERVICE PHYSICAL EDUCATION 107 – Aquatics and Small Craft

1 hour laboratory (1 credit)

Emphasis will be upon completion of skill levels up to the instructors rating.

May also include small craft instruction.

43107

Prerequisites: Service Physical Education 102 and Service Physical Education 106 or permission of the instructor.

SERVICE PHYSICAL EDUCATION 110 – Introductory Badminton

1 hour laboratory (1 credit)

The fundamentals of badminton.

43110

Prerequisite: Registration in Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 111 – Intermediate Badminton

1 hour laboratory (1 credit)

A continuation of Service Physical Education 110 with emphasis on improving skill and proficiency in badminton.

43111

Prerequisite: Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 115 – Basketball Coaching

1 hour laboratory (1 credit)

Instruction in the skills needed for individual and team excellence in basketball.

43115

Prerequisite: Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 118 – Introductory Contemporary Dance

1 hour laboratory (1 credit)

Techniques of modern dance movement and the use of dance in the communication of feelings and ideas.

43118

Prerequisite: Registration in Physical Education 102.

SERVICE PHYSICAL EDUCATION 119 – Intermediate Contemporary Dance

1 hour laboratory (1 credit)

This is a continuation of Service Physical Education 118; additional dance movements will be introduced.

43119

Prerequisites: Service Physical Education 102 and Service Physical Education 118 or instructor's permission.

SERVICE PHYSICAL EDUCATION 122 – Introductory Fencing

1 hour laboratory (1 credit)

Basic fencing skills with emphasis on the foil.

43122

Prerequisite: Registration in Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 123 – Intermediate Fencing

1 hour laboratory (1 credit)

This course continues with fencing skills and practice from the basics learned in Service Physical Education 122.

43123

Prerequisites: Service Physical Education 102 and Service Physical Education 122 or permission of the instructor.

SERVICE PHYSICAL EDUCATION 126 – Field Games and Volleyball

1 hour laboratory (1 credit)

Instruction in field games such as field hockey, flag football, or soccer until mid-semester and volleyball the balance of the semester.

43126

Prerequisite: Registration in Service Physical Education 102.

Reference: Current Volleyball rule book.

SERVICE PHYSICAL EDUCATION 130 – Introductory Fitness Training

1 hour laboratory (1 credit)

Physical training to improve the fitness level of the participants. Progressive resistance techniques to be tailored to individual needs and interests.

43130

Prerequisite: Registration in Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 131 – Fitness Training

1 hour laboratory (1 credit)

A continuation of Service Physical Education 130. New students accommodated with no prerequisites other than Physical Education 102.

43131

Prerequisites: Service Physical Education 102 and Service Physical Education 130.

SERVICE PHYSICAL EDUCATION 134 – Folk and Ethnic Dance

1 hour laboratory (1 credit)

Participation in folk and ethnic dances from around the world.

43134

Prerequisite: Registration in Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 135 – Folk and Ethnic Dance

1 hour laboratory (1 credit)

A continuation of Service Physical Education 134.

43135

Prerequisite: Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 139 – Golf and Archery

1 hour laboratory (1 credit)

Instruction in archery for the first part of the course and golf instruction in the second part 43139

Prerequisite: Registration in Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 142 – Introductory Gymnastics

1 hour laboratory (1 credit)

Stunts, tumbling, and selected apparatus will be used to build confidence, physical fitness and gymnastics skill. 43142

Prerequisite: Registration in Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 143 – Intermediate Gymnastics

1 hour laboratory (1 credit)

Continuation of Service Physical Education 142 with some emphasis on display of skills. Special apparatus such as the unicycle and the trampoline will be used. 43143

Prerequisites: Service Physical Education 102 and Service Physical Education 142 or permission of the instructor.

SERVICE PHYSICAL EDUCATION 146 – Introductory Judo

1 hour laboratory (1 credit)

An introduction to the skills and philosophy of judo. 43146

Prerequisite: Registration in Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 147 – Intermediate Judo

1 hour laboratory (1 credit)

A continuation of Service Physical Education 146 with practice in more sophisticated skills. 43147

Prerequisites: Service Physical Education 102 and Service Physical Education 146.

SERVICE PHYSICAL EDUCATION 150 – Skiing

1 hour laboratory (1 credit)

Instruction in skiing, including two to four pre-ski fitness sessions and six trips to the hill. The student's class timetable must be arranged to free him by 10:00 a.m. for the rest of that day. Fees will be announced. 43150

Prerequisite: Registration in Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 151 – Skiing

1 hour laboratory (1 credit)

A continuation of Service Physical Education 150. 43151

Prerequisite: Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 154 – Social Dance

1 hour laboratory (1 credit)

Emphasis is on social dance skills and etiquette, with the opportunity to use newly developed abilities at parties and displays. 43154

Prerequisite: Registration in Service Physical Education 102.

Textbook: A. Heaton, **Ballroom Dance Rhythms** (W. C. Brown, 1967).

SERVICE PHYSICAL EDUCATION 155 – Social Dance 1 hour laboratory (1 credit)
A continuation of Service Physical Education 154. 43155
Prerequisite: Service Physical Education 102.
Textbook: A. Heaton, **Ballroom Dance Rhythms** (W. C. Brown, 1967).

SERVICE PHYSICAL EDUCATION 158 – Swimming 1 hour laboratory (1 credit)
Swimming for the beginner or the person wishing to upgrade or review swimming skills. 43158
Prerequisite: Registration in Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 159 – Swimming and Diving 1 hour laboratory (1 credit)
A continuation of Service Physical Education 158 with more time spent in diving, water games such as water polo. Also open for the beginner. 43159
Prerequisites: Service Physical Education 102 and Service Physical Education 158.

SERVICE PHYSICAL EDUCATION 162 – Introductory Wrestling 1 hour laboratory (1 credit)
International free-style wrestling approached through combative games and conditioning activities. Basic skills and rules will be divided into appropriate weight classes. 43162
Prerequisite: Registration in Service Physical Education 102.

SERVICE PHYSICAL EDUCATION 163 – Intermediate Wrestling 1 hour laboratory (1 credit)
A continuation of Service Physical Education 162. New students welcome. 43163
Twenty students will be required to keep this class open.
Prerequisites: Service Physical Education 102 and 162 or permission of the instructor.

SOCIOLOGY

SOCIOLOGY 110 – Introductory Sociology 3 hours lecture (3 credits)
The scientific study of society, socialization, culture, personality, social control, social stratification, social change, social movements, social institutions and research design. 15110
Textbook: E. K. Wilson, **Sociology** (Dorsey, 1966).

SOCIOLOGY 111 – Social Problems 3 hours lecture (3 credits)
A general study of personal and social disorganization: pathologies such as crime, delinquency, sex offences, suicide, alcoholism, mental illness, family and community disorganization will be studied from sociological standpoint. 15111
Prerequisite: Sociology 110.
Textbooks: Eric and Mary Josephson, **Man Alone** (Dell, 1965).
Edwin Schur, **Crimes Without Victims** (Prentice-Hall, 1965).
W. F. Whyte, **Street Corner Society** (University of Toronto Press, 1966).
Dennis H. Wrong, **Population and Society** (Random House, 1967, 3rd Edition).

***SOCIOLOGY 202 – Introductory Sociology**

3 hours

The sociological study of society, social institutions, group behaviour, personality formation and social change.

15202

*This is a University of Calgary course and is not offered on the semester system.

SOCIOLOGY 210 – Social Stratification

3 hours lecture (3 credits)

Analytical and comparative study of social class systems. Relationships of class position to behaviour in family, religion, politics, ethnicity, etc. Theories on the causes of social stratification will be emphasized.

15210

Prerequisite: Sociology 110.

Textbooks: K. Mayer, **Class and Society** (Random House, 1959).

John Porter, **The Vertical Mosaic** (University of Toronto Press, 1965).

SOCIOLOGY 211 – Race and Ethnic Relations

3 hours lecture (3 credits)

The descriptive and analytic study of the phenomena which arise when groups which differ racially and culturally come into contact with one another. The social causes, operations and results of wars and revolutions as a social conflict will be considered.

15211

Prerequisite: Sociology 110.

Textbook: T. Shibutani, K. M. Kwan, R. H. Billigmirer,
Ethnic Stratification (Dorsey, 1966).

SOCIOLOGY 212 – The Family

3 hours lecture (3 credits)

Comparative historical and analytical study of the family, contributing to its origin, structure and function. Factors in courtship and marriage will be considered.

15212

Prerequisite: Sociology 110.

Textbooks: G. R. Leslie, **The Family in Social Context** (Oxford, New York, 1967).
Frederick Elkin, **The Family in Canada** (The Canadian Conference on the Family, 1964).

SOCIOLOGY 213 – Criminology

3 hours lecture (3 credits)

The scientific study of criminal behaviour, nature and incidence of crime and delinquency; theories of crime "causation," interrelationship of punishment and correction.

15213

Prerequisite: Sociology 110.

Textbooks: W. T. McGrath, editor, **Crime and Its Treatment**
(Macmillan, Canada, 1965).

Albert K. Cohen, **Deviance and Conduct** (Prentice-Hall, 1966).

Gresham Sykes, **Crime and Society** (Random House, 1963).

SPEECH

SPEECH 110 – Fundamentals of Speech

2 hours lecture (2 credits)

The course will stimulate ideas for discovering and releasing the individual speech personality. Discussion and practice will embrace the bases of effective speech, speech composition, presentation. Reading aloud – principles and practices. Use of visual aids.

12110

Textbook: R. S. Ross, **Communication: Fundamentals and Practice**
(Prentice-Hall, 1965).

SPEECH 111 – Effective Speaking

2 hours lecture (2 credits)

The course will relate patterns and structures of oral communication to a basic understanding of interpersonal communication and learning theory. It will deal with such subjects as: audience analysis; how to research, organize and prepare a speech; types of speeches; supporting material both verbal and visual; sample structures for effective communication, and Parliamentary procedure. 12111

Prerequisite: Speech 110.

Textbook: R. S. Ross, **Communication: Fundamentals and Practice**
(Prentice-Hall, 1965).

SPEECH 210 – Advanced Speech Techniques

2 hours lecture (2 credits)

The purpose of this course is to provide instruction in the use of the voice, and to test this instruction in common public speaking situations. It will deal with such subjects as: the physiological and psychological processes of speech; the relation of technique to accurate communication; the development of speaking styles. Speech labs will focus on: speeches for special occasions; microphone technique; the theory and practice of discussion groups. 12210

Prerequisites: Speech 110–111.

Textbook: A. H. Munroe, D. Ehninger, **Principles of Speech**
(Scott, Foresman & Co., 1967, 6th Edition).

Not offered in 1968-69.

SPEECH 211 – Public Speaking

2 hours lecture (2 credits)

This second semester course will present a perspective of future speech situations and will include dynamics of group discussion, public discussion, argumentation, persuasion and the debate-forum. 12211

Prerequisite: Speech 210.

Textbook: A. H. Munroe, D. Ehninger, **Principles of Speech**
(Scott, Foresman & Co., 1967, 6th Edition).

Not offered in 1968-69.

STATISTICS

STATISTICS 236 – Introductory Business Statistics

3 hours lecture, 3 hours laboratory (4 credits)

This course acquaints the students with inductive statistics, the making of generalizations and going beyond the information with which we are supplied in a set of data and descriptive statistics, the main objective of which is to put the information contained in such data into a more usable form. The subjects covered include the construction of frequency distribution, measures of location and variation; elementary probability; theoretical distributions, sampling techniques and testing of hypotheses through chi-square method and other criteria. 14236

Prerequisites: Mathematics 102–103 or Mathematics 112–113.

Textbooks: E. Kurnow, G. J. Glasser, F. R. Ottoman, **Statistics For Business Decisions** (Irwin, 1959).
J. E. Freund, F. J. Williams, **Modern Business Statistics**
(Prentice-Hall, 1958, 1st Edition).

STATISTICS 237 – Statistical Inference

3 hours lecture, 3 hours laboratory (4 credits)

Application of the principles of statistical analysis to business and economic problems, collection of data, construction of tables and graphs, averages, measures of dispersion, statistical methods in research, in analysis of business conditions and in forecasting.

14237

Prerequisite: Statistics 236.

Textbooks: E. Kurnow, G. J. Glasser, F. R. Ottoman, **Statistics For Business Decisions** (Irwin, 1959).
J. E. Freund, F. J. Williams, **Modern Business Statistics** (Prentice-Hall, 1958, 1st Edition).

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