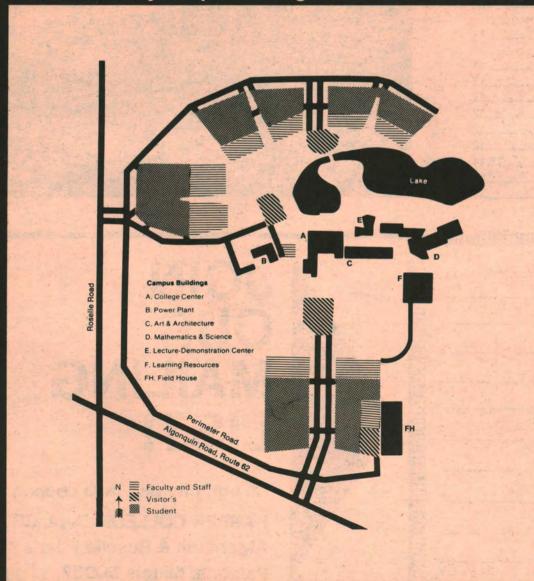
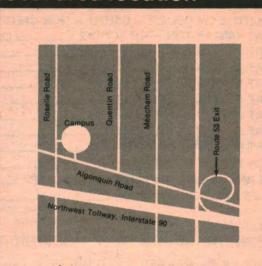


# harper college course schedule fall1972

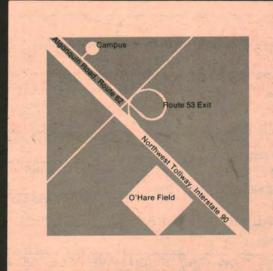
william rainey harper college



local area location



chicago area location



# CONTENTS

# Scheduling Instructions

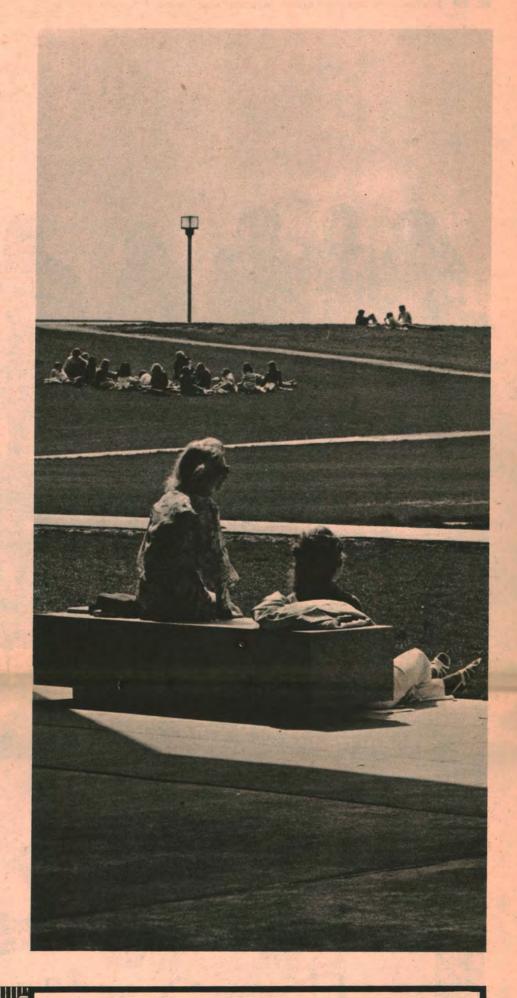
# Day and Evening Credit Courses

| DIVISION OF BUSINESS        | 4.5 |
|-----------------------------|-----|
| DIVISION OF COMMUNICATIONS  | 5   |
| DIVISION OF ENGINEERING AND |     |
| RELATED TECHNOLOGIES        | 6   |
| DIVISION OF LIFE AND HEALTH |     |
| SCIENCES                    | 6   |
| DIVISION OF HUMANITIES AND  |     |
| FINE ARTS                   | 6,7 |
| DIVISION OF MATHEMATICS AND |     |
| PHYSICAL SCIENCES           | 7   |
| DIVISION OF SOCIAL SCIENCES | 70  |

# Continuing Education and Extension Courses

| CONTINUING EDUCATION, NON-CREDIT              | 9 10 11 |
|---|---------|
| HARPER EXTENSION COURSES, CREDIT & NON-CREDIT |         |
| AT BARRINGTON HIGH SCHOOL                     | 11      |
| AT RILEY SCHOOL                               | 11      |
| AT COOPER JR. HIGH SCHOOL                     | 11      |
| AT WOODFIELD SHOPPING CENTER                  | 12      |
| AT PROSPECT HIGH SCHOOL                       | 12      |
| AT HERSEY HIGH SCHOOL                         | 12      |
| AT CONANT HIGH SCHOOL                         | 12      |
| AT ELK GROVE HIGH SCHOOL                      | 12      |
| VACATION TRAVEL TOURS                         | 13,14   |
| COLLEGE AND UNIVERSITY EXTENSION COURSES      | 15      |
| WORKSHOPS AND SEMINARS                        | 16      |

(cut)



# PLEASE PUT ME ON HARPER'S MAILING LIST (Please print) Name Address City Zip Telephone Please describe your specific needs in program areas listed below: TRANSFER PROGRAM (preparation for college degree) CAREER PROGRAM (certification for specific career) CONTINUING EDUCATION (general interest and "how to" courses) CULTURAL ARTS PROGRAMS (films, concerts, art exhibits, lectures) OTHER CHECK HERE IF YOU HAVE RECEIVED MATERIAL FROM US BY MAIL IN THE PAST SIX MONTHS

# JOIN OUR MAILING LIST!

fill out, clip and mail coupon to:
HARPER COLLEGE, Dept. CR
Algonquin & Roselle Roads
Palatine, Illinois 60067

# **Scheduling Instructions**

# **Transfer Programs**

Many students pursuing a fouryear baccalaureate degree spend their first two years at Harper earning an Associate Degree and then transfer to a four-year institution without loss of time or credit. Transfer programs are available in the following areas of study:

# **Business**

Accounting
Advertising
Business Administration
Commerce
Finance
Marketing
Retailing
Transportation

# Education

Business Education
Education
Library Science
Personnel and Guidance
Physical Education
Special Education

# **Engineering**

Architecture
Chemical Engineering
Civil Engineering
Electrical Engineering
Industrial Engineering
Mechanical Engineering

# **Humanities**

Art
English
Foreign Language
Journalism
Law
Liberal Arts
Literature
Music
Philosophy
Speech
Theology

# Medicine

Dentistry
Medicine
Nursing
Optometry
Pharmacy
Physical Therapy
Veterinary Medicine

# **Natural Sciences and Mathematics**

Biology Botany Chemistry Geology Mathematics Physics Zoology

# Social Sciences

Anthropology
Economics
Geography
History
Political Science
Psychology
Social Work
Sociology

Technical and semi-professional studies are designed for persons who desire to complete a college program in preparation for careers requiring specialized study beyond the high school level.

# Career Programs

Associate Degree programs currently being offered are:

Architectural Technology Chemical Technology Child Care Services Criminal Justice Data Processing Technology Dental Hygiene Electronics Technology Fashion Design Fire Science Technology Food Service Management Interior Design Journalism Marketing Mid-Management: General Marketing Option Supermarket Management Option Mechanical Engineering Technology Numerical Control Technology Secretarial Science: Secretarial Career Legal Secretary Supervisory & Administrative Management

Certificate programs are being offered in:

Accounting Architectural Technology Baking Child Care Services Cooking Criminal Justice Data Processing
Data Processing Clerical Electronics Fashion Design Fire Science Technology Food Service Management Industrial and Retail Security General Office Assistant Mechanical Drafting Mechanical Technician Numerical Control Technician Practical Nursing Real Estate Secretarial Career Supermarket Management Supervisory and Administrative Management

Associate Degree programs proposed for implementation during the 1972-73 school year:\*

Air Conditioning and Refrigeration Medical Office Assistant Legal Technology Medical Laboratory Technician

Certificate programs proposed for implementation during the 1972-73 year:\*

Air Conditioning and Refrigeration Medical Transcriptionist Legal Technology Operating Room Technician

\* Programs must be approved by the State Board before implementation. For current information on these programs, please check with the Director of Admissions.

# 1972 Fall Schedule of Classes

William Rainey Harper College will begin classes for the fall term of the 1972-73 school year on Monday, September 11, 1972. A wide range of courses is being offered and should be of interest to recent high school graduates as well as other adults wishing either to earn college credits or to pursue courses for personal or professional improvement.

# William Rainey Harper College Algonquin and Roselle Roads, Palatine, III. 60067

# Admissions

All high school graduates are eligible for admission to Harper College. Non-graduates, 18 years of age or older, may be admitted if they demonstrate the capacity and maturity to benefit from programs and courses offered by the college. Evening and Continuing Education programs are being expanded to meet the needs of adults within the college community. All classes are open to adults who meet course prerequisites and wish to attend.

# **Fall Registration**

Registration and payment of fees for new full-time and returning full-time students who have not previously registered will take place in the College Center on September 7, 8, and 9. Full-time students are encouraged to enroll in the day program. Following are the registration schedules for full-time and part-time students. The alphabetical assignment will be strictly adhered to. Students will not be allowed to register prior to their assigned time.

# **Telephone Registration**

A telephone registration will be available August 30 and 31. Part-time students (less than 12 semester hours) who have attended Harper the previous semester (Spring 1972) or who have received a letter of acceptance will be allowed to register by phone if they plan to carry ll semester hours or less. Regis-tration by phone will be available between the hours of 10:00 A.M. and 7:00 P.M. on August 30 and 31. To register by phone students should call 359-2500, and be ready to indicate their social security number, the course title, course number and section number. Students registering by phone must complete fee payment on or before September 5, 1972 to retain their schedule. Students may remit their fees by mail, or pay in person at the Harper Business Office between the hours of 8:30 A.M. - 8:30 P.M., Monday through Thursday, or 8:30 A.M. - 4:00 P.M. on Friday. Students desiring to mail their fees must have the letter postmarked by September 2, 1972. Schedules for students not paying by September 5 will be cancelled.

Students registering by phone should call as follows:

Wednesday, August 30, 1972

Thursday, August 31, 1972

All part-time students who do not register by phone may report to the college to register. Students will be required to report to the scheduling area as follows:

# On-Campus Registration

# PART-TIME STUDENTS

(11 semester hours or less)

Thursday, September 7, 1972

| Students whose | Report      |
|----------------|-------------|
| last name      | to College  |
| begins with:   | Center at:  |
| A-B            |             |
| C              | . 7:00 p.m. |
| D              |             |
| E-F            |             |
| G-H-I          |             |
| J-K-L          | 9:00 p.m.   |

Friday, September 8, 1972

| Students whose | Report     |
|----------------|------------|
| last name      | to College |
| begins with:   | Center at: |
| M              | 6:30 p.m.  |
| N-O            | 7:00 p.m.  |
| P-Q            | 7:30 p.m.  |
| R-S            | 8:00 p.m.  |
| T-U-V          | 8:30 p.m.  |
| W-X-Y-Z        | 9:00 p.m.  |

# FULL-TIME STUDENTS

(12 semester hours or more)

Thursday, September 7, 1972

| Students whose | Report      |
|----------------|-------------|
| last name      | to College  |
| begins with:   | Center at:  |
| A              |             |
| B              | 9:30 a.m.   |
| C              | .10:00 a.m. |
| D              | .10:30 a.m. |
| E              | .11:00 a.m. |
| F              | 11:30 a.m.  |
| G              |             |
| H              |             |
| I-J            |             |
| K              |             |
|                |             |
| L              |             |

Friday, September 8, 1972

| Students whose    | Report      |
|-------------------|-------------|
| last name         | to College  |
| begins with:      | Center at:  |
| M-Me              | . 9:00 a.m. |
| Mi-Mz             | . 9:30 a.m. |
| N                 | .10:00 a.m. |
| 0                 | .10:30 a.m. |
| P                 | .11:00 a.m. |
| Q-R               | .11:30 a.m. |
| S-Si              | . 1:00 p.m. |
| Si-Sz             | . 1:30 p.m. |
| T                 | . 2:00 p.m. |
| U-V               | . 2:30 p.m. |
| W-X-Y-Z           | . 3:00 p.m. |
| OPEN REGISTRATION | . 3:30 p.m. |

Saturday, September 9, 1972

Any student who has not been able to register previously should report to the College Center as follows:

| Students whose | Report      |
|----------------|-------------|
| last name      | to College  |
| begins with:   | Center at:  |
| A-C            | . 9:00 a.m. |
| D-G            | . 9:30 a.m. |
| H-L            | .10:00 a.m. |
| M-O            | .10:30 a.m. |
| P-S            | .11:00 a.m. |
| T-Z            | .11:30 a.m. |

# Counseling and Pre-Registration

Professional college counselors are readily available to all full-time, part-time and adult students. A pre-registration conference with a counselor provides opportunity for each student to plan and select a program of courses appropriate to the student's education objectives.

# How To Apply

A person planning to enroll as a full-time student should provide the following:

- 1. Completed application form and
- 2. College medical examination form completed by a physician.
- 3. High school and college transcripts.
- 4. American College Test (ACT)

Part-time students who plan to enroll for less than 12 semester hours must complete section #1 above only (see instructions 3-B on back page of application form).

Re-admit students are required to fill out an application if they have not attended Harper the previous semester, (Spring 1972) (see back page of application, 3-C).

Re-admit students are not required to pay a \$10.00 application fee if they have previously paid it.

# Residents

A resident is one who resides in Harper College District 512, which serves the three high school districts 211, 214 and 224. District 512 includes the following communities: Arlington Heights H.S. Dist. 214 Barrington H.S. Dist. 224 Buffalo Grove in area of H.S. Dist. 214 Carpentersville in area of H.S. Dist. 224 Des Plaines in area of H.S. Dist. 214 Elk Grove H.S. Dist. 214 Hanover Park in area of H.S. Dist. 211

Hoffman Estates H.S. Dist. 211 Mount Prospect H.S. Dist. 214 Palatine H.S. Dist. 211 Prospect Heights H.S. Dist. 214 Rolling Meadows H.S. Dist. 214 Roselle in area of H.S. Dist. 211 Schaumburg H.S. Dist. 211 Wheeling H.S. Dist. 214

# Non-Residents

A non-resident is one who resides in Illinois but outside Junior College District 512. Prospective Harper students who live outside of the college district in non-college districts should contact the high school of their residence for information on the charge-back tuition. Nearby residents are requested to consult officials between the hours of 9:00 A.M. and 4:00 P.M. as follows:

Oakton Community College. 967-5120
Deerfield High School. 945-5440
Glenbrook North H. S. 272-6400
Glenbrook South H. S. 729-2000
Highland Park H. S. 432-6510 College of Lake County....623-2776 Evanston Township H. S....492-3967 New Trier Township H. S...446-7000

# Tuition \*

Resident Tuition \$12.00 per semester hour Non-Resident Tuition \$33.85 per semester hour Out-of-State Tuition \$49.35 per semester hour

\*Subject to change without advance notice.

BUS 102 Accounting II

# Fees

Activity Fee (Full-time students)....\$10.00 (Part-time students)....\$ 5.00

LEC 001 tr..... 9:30-10:45 am LEC 002 tr.....11:00-11:50 am

(As designated in the catalog)
Anyone registering after September 9 will pay a late registration fee of \$5.00. Last day for late registration is September 15. The fees for program changes at student request is \$3.00. Textbooks, laboratory manuals and various supplies may be purchased at the College Bookstore. Costs for these supplies are estimated to range from \$35 to \$50 per semes-

# College Calendar

| RegistrationSept. 7-8-9          |
|----------------------------------|
| Classes BeginSept. 11            |
| Last day for late                |
| RegistrationSept. 15             |
| Last day for adding              |
|                                  |
| ClassesSept. 15                  |
| Last day for refundsOct. 6       |
| Columbus Day 9                   |
| Veterans DayOct. 23              |
| Mid-termNov. 3                   |
| Thanksgiving Vacation.Nov. 23-26 |
| Classes ResumeNov. 27            |
|                                  |
| Last day for Withdrawals.Nov. 27 |
| Christmas Vacation               |
| Begins (noon)Dec. 16             |
| Classes ResumeJan. 2             |
| Final ExaminationsJan. 15-20     |
| rinal ExaminacionsJan. 15-20     |

# Financial Aid

A comprehensive program of financial aids, is available, including scholarships, grants-in-aid, loans, educational opportunity grants, a college work-study program, and employment opportunities. Further information may be obtained from the Director of Placement and Stu-dent Aids at 359-4200.

# **Tuition Refund Policy**

Tuition refund requests should be made to the Office of the Registrar. Refunds will be made according to the following schedule:

| Per cent of Refund irst week of classes*80     |
|--|
| irst week of classes*80                        |
| econd week of classes60 mird week of classes40 |
| nird week of classes40                         |
| ourth week of classes20                        |
| fter fourth weekNone                           |
|  |

\*Terminates with the Friday even-ing the first full week of classes in accordance with the college calendar.

# Abbreviations Used

| W  | _ | Wednesday | S | Saturday |
|----|---|-----------|---|----------|
|    |   | Tuesday   |   | Friday   |
|    |   | Monday    |   | Thursday |
| Da | Y |           |   |          |

# Instructions for Reading Schedule

Note: Abbreviations used to identify course sections include: LEC for Lecture section; DISC for Discussion section; and LAB for Laboratory section.

# EXAMPLE:

| LEC | 001 | Accounting l m | 9:00- | 9:50 |     |
|-----|-----|----------------|-------|------|-----|
| BUS | 101 | Accounting     | I     |      | (3) |
| +   |     | +              |       |      | +   |

Course Credit Title Hours LEC 001 m..... 9:00- 9:50 am Lecture DISC 151 wf..... 9:00- 9:50 am

Discussion Days Hours

+

4

# **Day and Evening Credit Courses**

Whenever a Quiz Section, Laboratory Section or Discussion Section is listed, the student must sign up for one of these sections in addition to the Lecture Sec-

# Division of Business

# BUSINESS ADMINISTRATION

BUS 098 Tax & Payroll Acctg. LEC 001 mw..... 7:50- 9:30 pm

BUS 099 Bus. Record Keeping (3) LEC 001 mwf.....10:00-10:50 am LEC 003 mwf..... 1:00- 1:50 pm

BUS 101 Accounting I LEC 001 m..... 9:00- 9:50 am
DISC 151 wf.... 9:00- 9:50 am DISC 152 wf.....10:00-10:50 am DISC 153 wf.....11:00-11:50 am

BUS 101 Accounting I LEC 002 m...... 1:00- 1:50 pm DISC 161 wf..... 1:00- 1:50 pm DISC 162 wf..... 2:00- 2:50 pm DISC 163 wf..... 3:00- 3:50 pm

BUS 101 Accounting I LEC 003 mw..... 4:55- 6:10 pm LEC 004 mw...... 6:25- 7:40 pm

LEC 005 tr..... 7:50- 9:05 pm

LEC 006 s..... 9:25-12:05 noon

LEC 007 tr.... 7:00- 8:15 pm Elk Grove H.S.

LEC 008 mw..... 7:00- 8:15 pm Prospect H.S.

LEC 009 mwf..... 7:00- 7:50 am

LEC 003 mw..... 6:25- 7:40 pm LEC 004 mw.... 8:20- 9:35 pm Prospect H.S. BUS 109 Ret. Food Dist. Ind. (3) LEC 001 m..... 7:50- 9:40 pm BUS 111 Intro. to Bus. Org. (3) LEC 001 mw.....11:00-11:50 am DISC 151 f.....11:00-11:50 am DISC 152 w..... 1:00- 1:50 pm DISC 153 r.... 2:00- 2:50 pm DISC 154 r.... 9:30-10:20 am BUS 111 Intro. to Bus. Org. (3) LEC 002 tr......11:00-11:50 am DISC 161 f.....10:00-10:50 am DISC 162 r..... 2:00- 2:50 pm BUS 111 Intro. to Bus. Org. LEC 003 mw..... 4:55- 6:10 pm LEC 004 s.....9:25 am-12:05 pm LEC 008 w..... 7:00- 9:40 pm Hersey H.S. LEC 009 mwf..... 7:00- 7:50 am BUS 140 Salesmanship LEC 001 tr..... 8:00- 9:15 am BUS 140 Salesmanship (3) LEC 002 mw......11:00-11:50 am DISC 161 f......11:00-11:50 am BUS 140 Salesmanship LEC 003 r..... 7:50-10:20 pm LEC 004 mwf..... 2:00- 2:50 pm BUS 150 Business Math. LEC 001 wf..... 9:00- 9:50 am
DISC 151 m.... 8:00- 8:50 am

DISC 152 m..... 9:00- 9:50 am

BUS 150 Business Math. LEC 002 tr..... 9:30-10:45 am DISC 161 f.....10:00-10:50 am DISC 162 f.....12:00-12:50 pm BUS 150 Business Math LEC 003 mw..... 7:50- 9:05 pm BUS 160 Principles of Superv. (3) LEC 001 r..... 6:25- 9:05 pm BUS 201 Inter. Accounting I (3) LEC 001 mw...... 6:25- 7:40 pm BUS 203 Introduct. Cost Acctg. (3) LEC 001 mw..... 4:55- 6:10 pm BUS 211 Business Law I LEC 002 mwf..... 9:00- 9:50 am LEC 003 mwf.....10:00-10:50 am LEC 004 t...... 4:55- 7:40 pm LEC 005 r..... 7:50-10:20 pm LEC 006 w..... 7:00- 9:40 pm Cooper Jr. H.S. BUS 215 Supermarket Operations (3) LEC 001 t..... 6:25- 9:05 pm BUS 218 Intro. to Finance LEC 001 tr..... 6:25- 7:40 pm BUS 225 Applied Gen.Statistics(3) LEC 001 mw..... 7:50- 9:05 pm BUS 245 Princ. of Marketing LEC 001 w..... 6:25- 9:05 pm BUS 249 Pur asing (3) LEC 001 w...... 7:50-10:20 pm BUS 250 Retailing LEC 001 tr....11:00 am-12:15 pm LEC 002 t..... 7:50-10:20 pm BUS 265 Personnel Management (3) LEC 001 w..... 6:25- 9:05 pm BUS 270 Princ. of Management (3)

LEC 001 m..... 7:00- 9:40 pm

BUS 274 Industrial Management (3) LEC 001 r..... 6:25- 9:05 pm BUS 281 Market Managmt. Sem. I(3) LEC 001 m..... 8:00- 8:50 am **ECONOMICS** REAL ESTATE

ECO 200 Intro. to Economics LEC 001 tr......9:30-10:20 am
DISC 152 r......11:00-11:50 am
DISC 153 f......9:00-9:50 am
DISC 154 f......10:00-10:50 am ECO 200 Intro. to Economics LEC 002 t..... 6:25- 9:05 pm ECO 201 Princ. of Economics I (3) LEC 001 mw.....10:00-10:50 am DISC 152 w.....11:00-11:50 am
DISC 153 w.....1:00-1:50 pm
DISC 154 r.....8:25-9:15 am ECO 201 Princ. of Economics I (3) LEC 002 s..... 9:25-12:05 pm LEC 003 w..... 7:00- 9:40 pm Prospect H.S. LEC 004 mw..... 6:25- 7:40 pm LEC 005 r.... 7:00- 9:40 pm Elk Grove H.S. LEC 006 mwf..... 7:00- 7:50 am ECO 202 Princ. of Economics II(3) LEC 001 tr..... 8:00- 9:15 am LEC 002 r.... 6:25- 9:05 pm

RES 120 Princ. of Real Estate (3) LEC 001 t..... 6:25- 9:05 pm

RES 121 Real Est.Mkg.Brokerage(3) LEC 001 m..... 6:25- 9:05 pm

RES 122 Real Est. Appraisal I (3) LEC 001 t..... 6:25- 9:05 pm

| 1  | 1   | ( <del></del>   | 1-   |
|--|---|---|--|
| FOOD SERVICE MANAGEMENT  |   | ENG 102 Composition (3)<br>LEC 001 mwf 8:00-8:50 am<br>LEC 002 mwf10:00-10:50 am        | SPE 107 Oral Interpretation (3)<br>LEC 107 mwf11:00-11:50 am   |
| FSM 090 Basic Quantity Baking(10)  | DPR 108 Computer Programming I(5)   | LEC 003 mwf11:00-11:50 am<br>LEC 004 mwf12:00-12:50 pm                                  | SPE 111 Intro. to Theatre (3)<br>LEC 001 tr 2:00- 3:15 pm  |
| FSM 095 Basic Quant.Cooking (10)   | LEC 001 mw 2:00- 3:50 pm<br>LAB 151 mw12:00 noon- 1:50 pm                               | LEC 005 mwf12:00-12:50 pm<br>LEC 006 mwf1:00-1:50 pm<br>LEC 007 mwf2:00-2:50 pm         | SPE 205 Disc. and Debate (3)<br>LEC 001 mwf10:00-10:50 am  |
| LEC 001 w 1:00- 1:50 pm<br>LAB 151 mtwrf8:00 am-12:00 pm                                       | DPR 108 Computer Programming I(5)<br>LEC 003 tr 8:15-10:15 pm                           | LEC 008 mwf 3:00- 3:50 pm<br>LEC 009 mwf 4:00- 4:50 pm                                  | SPE 212 Acting (3)   |
| FSM 111 Intro.to Food Service (2)<br>LEC 001 tr 2:00- 2:50 pm                                  | DPR 110 Computer Programmg. II(5)   | LEC 010 tr 8:00- 9:15 am  LEC 011 tr 9:30-10:45 am  LEC 012 tr 11:00 am-12:15 pm        | LEC 001 tr11:00 am-12:15 pm  |
| FSM 112 Quant.Food Production (4)  | LEC 001 mw10:00-11:50 am LAB 151 tr 9:30-11:20 am                                       | LEC 013 tr 2:00- 3:15 pm<br>LEC 014 mwf 7:00- 7:50 am                                   | COMMUNICATIONS   |
| LEC 001 w 1:00- 1:50 pm<br>LAB 151 mw8:00 am-12:00 pm<br>LAB 152 tr8:00 am-12:00 pm            | DPR 110 Computer Programmg. II(5)<br>LEC 002 mw 6:25-8:15 pm                            | LEC 015 r 6:25- 9:05 pm<br>LEC 016 w 7:50-10:30 pm<br>LEC 017 tr 7:50- 9:05 pm          | CMN 097 Spelling (1)<br>LEC 001 To Be Announced  |
| FSM 113 Quant.Food Service (4)   | LAB 161 mw 8:25-10:15 pm  | LEC 018 mw 7:50- 9:05 pm<br>LEC 019 w 3:15- 6:00 pm                                     | CMN 098 Vocabulary Developmt. (1)<br>LEC 001 To Be Announced   |
| LEC 001 w 9:00-10:20 am  LAB 151 mf9:30 am- 1:50 pm  LAB 152 tr9:30 am- 1:50 pm                | DPR 150 Data Process. Math I (3)<br>LEC 001 tr 2:00- 3:15 pm<br>LEC 002 m 6:25- 9:05 pm | ENG 103 Report Writing (3) LEC 001 mwf 9:00- 9:50 am                                    | CMN 099 Writing Skills (3)   |
| FSM 114 Food Stand/Sanitation (3)  | DPR 203 Sys. Analysis & Des. I(3)<br>LEC 002 m 7:50-10:20 pm                            | LEC 002 t 6:25- 9:05 pm   | LEC 001 To Be Announced<br>LEC 002 To Be Announced<br>LEC 003 To Be Announced  |
| LEC 001 mwf 2:00- 2:50 pm<br>LEC 002 t 6:25- 9:05 pm   | DPR 204 Sys. Analysis & Des.II(3)   | ENG 130 Business Writing (3) LEC 001 mwf10:00-10:50 am LEC 002 mwf1:00-1:50 pm          | LEC 004 To Be Announced  |
| FSM 211 Purchasing & Storage (3)<br>LEC 001 tr 9:30-10:45 am                                   | DPR 250 Data Proc. Math II (3)  | LEC 003 r 6:25- 9:05 pm<br>LEC 004 mw 6:25- 7:50 pm                                     | FOREIGN LANGUAGE   |
| FSM 212 Practical Supervision (4)<br>LEC 001 tr 2:00- 3:50 pm                                  | LEC 001 t 6:25- 9:05 pm   | ENG 201 Advanced Composition (3)<br>LEC 001 tr11:00-12:15 pm                            | FRN 101 Elementary French I (4)<br>LEC 001 m 9:00- 9:50 am   |
|  | Division of Communications  | ENG 220 Creative Writing (3)  | tr 9:30-10:45 am<br>LEC 002 m11:00-11:50 am  |
| SECRETARIAL SCIENCE  | COMPOSITION   | LEC 001 tr 4:55- 6:10 pm  | FRN 102 Elementary French II (4)   |
| SEC 099 Typewriting Review (1) To Be Announced (Call Ext. 311)                                 | ENG 099 Composition (3)<br>LEC 001 mwf 9:00- 9:50 am                                    |   | LEC 001 mw 6:00- 7:40 pm   |
| SEC 121 Elementary Typing (2)<br>LEC 001 mw 9:00- 9:50 am                                      | LEC 002 mwf10:00-10:50 am<br>LEC 003 mwf11:00-11:50 am                                  | LEC 001 mwf10:00-10:50 am   | FRN 201 Intermediate French II(4) LEC 001 m 8:00- 8:50 am tr 8:00- 9:15 am   |
| tr 8:15- 9:15 am LEC 002 mw 3:00- 3:50 pm tr 3:30- 4:20 pm                                     | LEC 004 mwf 1:00- 1:50 pm<br>LEC 005 mwf 3:00- 3:50 pm<br>LEC 006 mwf 1:00- 1:50 pm     | LIT 110 Drama (3) LEC 001 mwf10:00-10:50 am   | FRN 205 Intensive Oral Prac. (3)<br>LEC 001 mw 7:50- 9:05 pm   |
| LEC 003 mw 7:50- 9:30 pm   | LEC 007 tr 2:00- 3:15 pm<br>LEC 008 tr 9:30-10:45 am<br>LEC 009 mwf 7:00- 7:50 am       | LIT 115 Fiction (3)<br>LEC 001 s9:25 am-12:05 pm  | FRN 210 Intro. to Mod. Fr. Lit(3)  |
| SEC 122 Intermediate Typing (2)<br>LEC 001 mtrf11:00-11:50 am<br>LEC 002 mw12:00 noon-12:50 pm | LEC 010 mw 6:25- 7:40 pm<br>LEC 011 tr 4:55- 6:10 pm                                    | LEC 002 mwf 1:00- 1:50 pm<br>LEC 003 mwf 2:00- 2:50 pm<br>LEC 004 tr 9:30-10:45 am      | GER 101 Elementary German I (4)  |
| f12:00 noon-1:50 pm<br>LEC 003 mtwr2:00- 2:50 pm<br>LEC 004 tr7:50- 9:30 pm                    | LEC 012 tr 7:50- 9:05 pm<br>LEC 013 mwf 2:00- 2:50 pm<br>LEC 014 mwf12:00 noon-12:50 pm | LEC 005 tr 3:30- 4:45 pm<br>LEC 006 t 6:25- 9:05 pm                                     | LEC 001 m 8:00- 8:50 am<br>tr 8:00- 9:15 am  |
| SEC 125 Elementary Shorthand (4)   | ENG 101 Composition (3)   | LEC 007 r 7:50-10:30 pm<br>LEC 008 r 7:00- 9:40 pm<br>Hersey H.S.                       | LEC 002 m 11:00-11:50 am<br>tr11:00 am-12:15 pm  |
| LEC 001 mw10:00-10:50 am<br>tr9:30-10:45 am<br>LEC 002 tr9:30-10:45 am                         | LEC 001 mwf 7:00- 7:50 am<br>LEC 002 mwf 8:00- 8:50 am<br>LEC 003 mwf 8:00- 8:50 am     | LEC 009 tr 6:25- 7:40 pm<br>LEC 010 mw 4:55- 6:10 pm                                    | GER 102 Elementary German II (4)<br>LEC 001 mw 6:00- 7:40 pm   |
| mw10:00-10:50 am<br>LEC 004 tr 5:25- 7:40 pm   | LEC 004 mwf 8:00- 8:50 am<br>LEC 006 mwf 9:00- 9:50 am                                  | LIT 206 World Lit. to 1800 (3)  | GER 201 Intermediate German I (4)<br>LEC 001 m 9:00- 9:50 am   |
| SEC 126 Intermediate Shorthand(3) LEC 001 mw 9:00- 9:50 am                                     | LEC 007 mwf 9:00- 9:50 am LEC 008 mwf 9:00- 9:50 am LEC 009 tr 9:30-10:45 am            | LEC 001 mwf 9:00- 9:50 am  LEC 002 r 6:25- 9:05 pm                                      | GER 205 Intensive Oral Prac. (3)   |
| f 9:00-10:50 am<br>LEC 002 mw 1:00- 1:50 pm  | LEC 010 tr 2:00- 3:15 pm<br>LEC 011 mwf10:00-10:50 am<br>LEC 013 mwf10:00-10:50 am      | LEC 001 mwf 1:00- 1:50 pm   | LEC 001 tr 6:25- 7:40 pm   |
| f 1:00- 2:50 pm<br>LEC 004 mw 6:00- 7:40 pm  | LEC 014 mwf10:00-10:50 am<br>LEC 015 mwf10:00-10:50 am                                  | LIT 231 Eng. Lit. to 1800 (3)   | GER 210 Intro. To Mod.Ger.Lit.(3) LEC 001 tr 6:25- 7:40 pm   |
| SEC 131 Business Machines (2)<br>LEC 001 tr 9:30-10:20 am<br>LEC 002 tr11:00-11:50 am          | LEC 016 mwf 9:00- 9:50 am<br>LEC 017 mwf11:00-11:50 am<br>LEC 018 mwf11:00-11:50 am     | LEC 001 mwf12:00-12:50 pm<br>LIT 241 20th Cen. Brit/Am.Lit.(3)                          | SPA 101 Elementary Spanish I (4)<br>LEC 001 f 9:00- 9:50 am<br>tr 9:30-10:45 am  |
| LEC 003 tr 2:00- 2:50 pm<br>LEC 005 mw 6:25- 7:15 pm   | LEC 019 mwf11:00-11:50 am<br>LEC 020 mwf11:00-11:50 am                                  | LEC 001 tr11:00-12:15 pm<br>LEC 002 mw 7:50- 9:05 pm                                    | LEC 002 f 2:00- 2:50 pm<br>tr 2:00- 3:15 pm  |
| SEC 132 Office Practice (3)<br>LEC 001 mw 3:00- 3:50 pm  | LEC 021 mwf11:00-11:50 am<br>LEC 022 mwf12:00-12:50 pm<br>LEC 023 mwf12:00-12:50 pm     | READING   | SPA 102 Elementary Spanish II (4)  |
| tr 3:30- 4:45 pm<br>LEC 002 mw 7:50- 9:55 pm   | LEC 024 mwf12:00-12:50 pm<br>LEC 025 mwf12:00-12:50 pm<br>LEC 026 mwf12:00-12:50 pm     | RDG 099 Developmental Reading (2)<br>LEC 001 mw 9:00- 9:50 am                           | LEC 001 tr 7:35- 9:15 pm<br>SPA 201 Intermed. Spanish I (4)  |
| LEC 002 mw 2:00- 2:50 pm<br>tr 2:00- 3:15 pm   | LEC 027 mwf12:00-12:50 pm<br>LEC 028 mwf1:00- 1:50 pm                                   | LEC 002 tr 9:00- 9:50 am<br>LEC 003 t 7:20- 8:40 pm                                     | LEC 001 f10:00-10:50 am<br>tr11:00 am-12:15 pm   |
| SEC 221 Advanced Typing (2)<br>LEC 001 mtwr11:00-11:50 am                                      | LEC 029 mwf 1:00- 1:50 pm<br>LEC 031 mwf 1:00- 1:50 pm<br>LEC 032 mwf 1:00- 1:50 pm     | LEC 004 mw11:00-11:50 am LEC 005 tr 3:00- 3:50 pm                                       | LEC 002 fw11:00 am-12:40 pm<br>SPA 202 Intermed. Spanish II (4)  |
| LEC 002 tr 7:50- 9:30 pm   | LEC 034 mwf 2:00- 2:50 pm<br>LEC 035 mwf 2:00- 2:50 pm                                  | RDG 104 Reading Acceleration (2)<br>LEC 001 tr10:00-10:50 am<br>LEC 002 mw4:55- 5:45 pm | LEC 001 tr 3:30- 4:45 pm<br>f 3:00- 3:50 pm  |
| SEC 225 Dictation & Transcript(3) LEC 001 mtwr 8:00- 8:50 am                                   | LEC 036 mwf 2:00- 2:50 pm<br>LEC 038 mwf 3:00- 3:50 pm<br>LEC 039 mwf 3:00- 3:50 pm     | LEC 003 m 7:20- 8:40 pm<br>LEC 004 tr 6:20- 7:15 pm                                     | SPA 205 Intensive Oral Prac. (3)<br>LEC 001 tr 8:00- 9:15 pm   |
| SEC 234 Legal Office Procedure(3)<br>LEC 001 mw 7:50- 9:05 pm                                  | LEC 040 mwf 3:00- 3:50 pm<br>LEC 047 tr 8:00- 9:15 am                                   | LEC 005 tr11:00-11:50 am LEC 006 mw10:00-10:50 am LEC 007 w7:20-8:40 pm                 | SPA 210 Intro. to Mod. Spa.Lit(3)<br>LEC 001 tr 8:00- 9:15 pm  |
| SEC 235 Legal Dict. & Transcr.(3)<br>LEC 001 mw 6:25-7:40 pm                                   | LEC 048 tr 8:00- 9:15 am<br>LEC 049 tr 9:30-10:45 am<br>LEC 050 tr 9:30-10:45 am        | LEC 008 mw 8:00- 8:50 am<br>LEC 009 tr 4:00- 4:50 pm                                    | The second secon |
| SEC 236 Secretarial Procedures(2)<br>LEC 001 mw 9:00- 9:50 am                                  | LEC 051 tr11:00 am-12:15 pm<br>LEC 052 tr11:00 am-12:15 pm<br>LEC 053 tr2:00- 3:15 pm   | SPEECH  | JOURNALISM   |
| SEC 237 Sec.Sem & Internshp. I(3)<br>LEC 001 f 8:00-8:50 am                                    | LEC 054 tr 2:00- 3:15 pm<br>LEC 055 tr 3:30- 4:45 pm                                    | SPE 101 Fundamentals of Speech(3)   | JNM 130 Fund. of Journalism (3)<br>LEC 001 mwf 9:00- 9:50 am   |
|  | LEC 056 tr 3:30- 4:45 pm<br>LEC 057 mw 4:55- 6:10 pm<br>LEC 058 mw 6:25- 7:40 pm        | LEC 001 mwf 8:00- 8:50 am LEC 002 mwf 9:00- 9:50 am LEC 003 mwf 10:00-10:50 am          | LEC 002 mwf 8:00- 8:50 am  JNM 131 News Report/Writing (3)   |
| DATA PROCESSING  | LEC 059 mw 7:50- 9:05 pm<br>LEC 060 tr 4:55- 6:10 pm<br>LEC 061 tr 6:25- 7:40 pm        | LEC 004 mwf11:00-11:50 am<br>LEC 005 mwf12:00-12:50 pm                                  | LEC 001 tr 8:00- 9:20 am   |
| DPR 101 Intro. to Data Proc. (3)<br>LEC 001 m 2:00- 3:50 pm                                    | LEC 062 mw 6:25- 7:40 pm<br>LEC 063 tr 7:50- 9:05 pm                                    | LEC 006 mwf 1:00- 1:50 pm<br>LEC 007 mwf 2:00- 2:50 pm<br>LEC 008 mwf 3:00- 3:50 pm     | JNM 133 Feature Writing (3)<br>LEC 001 mwf 2:00- 2:50 pm   |
| LAB 151 w 1:00- 1:50 pm<br>LAB 152 w 2:00- 2:50 pm<br>LAB 153 w 3:00- 3:50 pm                  | LEC 064 t 7:50-10:30 pm<br>LEC 065 w 7:00- 9:40 pm                                      | LEC 009 mwf 4:00- 4:50 pm<br>LEC 010 tr 8:00- 9:15 am                                   | JNM 234 Mass Communications (3)<br>LEC 001 tr 9:30-10:45 am  |
| DPR 101 Intro. to Data Proc. (3)   | Prospect H.S.<br>LEC 067 w 7:50-10:30 pm<br>LEC 068 r 4:55- 7:35 pm                     | LEC 011 tr 9:30-10:45 am  LEC 012 tr11:00 am-12:15 pm  LEC 013 tr 2:00- 3:15 pm         | JNM 234 Copy Reading/Editing (4)<br>LEC 001 mwrf11:00-11:50 am   |
| LEC 002 m 6:00- 7:40 pm<br>LAB 161 w 8:15- 9:05 pm<br>LAB 162 m 9:15-10:05 pm                  | LEC 069 r 7:50-10:30 pm<br>LEC 070 s9:25 am-12:05 pm                                    | LEC 015 tr11:00 am-12:15 pm<br>LEC 016 mw 4:55- 6:10 pm<br>LEC 017 mw 6:25- 7:40 pm     | JNM 236 Radio & TV News (4)<br>LEC 001 mwf10:00-10:50 am   |
| LAB 163 m 8:15- 9:05 pm<br>LAB 164 w 9:15-10:05 pm   | LEC 072 mwf 9:00- 9:50 am<br>LEC 073 mwf10:00-10:50 am<br>LEC 074 mwf11:00-11:50 am     | LEC 018 tr 4:55- 6:10 pm<br>LEC 019 tr 6:25- 7:40 pm                                    | JNM 237 Externship Study (5)   |
| LAB 165 w 5:25- 6:15 pm  | LEC 076 mwf 1:00- 1:50 pm   | LEC 020 w 7:00- 9:40 pm   | LEC 001 To Be Announced  |

# Division of Engineering & Related Technologies

# ENGINEERING

| EGR I | 100 | Intro.  | to I | Engr. & | Tech(1) |
|-------|-----|---------|------|---------|---------|
| LEC   | 001 | t       |      | . 1:00- | 4:00 pm |
|       |     |         |      |         | 4:00 pm |
| LEC   | 003 | t       |      | . 1:00- | 4:00 pm |
| LEC   | 004 | t       |      | . 1:00- | 4:00 pm |
| PCP 1 | 20  | Cranbic | - T  |         | (2)     |

| LEC 001 tr9:00 am-12:00 pm<br>LEC 002 mw9:00 am-12:00 pm<br>LEC 003 tr9:00 am-12:00 pm | EGR | 120   | Graphics | I     |           | (3) |
|--|-----|-------|----------|-------|-----------|-----|
| LEC 003 tr9:00 am-12:00 pm   | LEC | 001   | tr       | .9:00 | am-12:00  | pm  |
|  | LEC | 002   | mw       | .9:00 | am-12:00  | pm  |
|  | LEC | : 003 | tr       | .9:00 | am-12:00  | pm  |
| LEC 004 mf 1:00- 4:00 pm   | LEC | 004   | mf       | 1:    | :00- 4:00 | pm  |

| EGR 121 | Graphics II | (3           | ) |
|---------|-------------|--------------|---|
| LEC 001 | mw          | 7:00-10:00 p | m |

| EGR 2 | 212 1 | Mech-De | forma | ble Bo | od.  | (3) |
|-------|-------|---------|-------|--------|------|-----|
| LEC   | 001   | mw      |       | 1:00-  | 2:50 | pm  |
| LEC   | 002   | t       |       | 6:00-  | 8:30 | pm  |

| EGR 216 Surveying | II           | (3)  |
|-------------------|--------------|------|
| LEC 001 t         | 6:00- 8:30   | ) pm |
| LAB 151 r         | . 6:00- 9:00 | ) pm |

# **ELECTRONICS TECHNOLOGY**

|     |       | Resistive (4)<br>1:00- 1:50 pm |
|-----|-------|--------------------------------|
|     |       | 8:00-11:50 am                  |
| LAB | 152 w | 8:00-11:50 am                  |
| LAB | 153 w | 8:00-11:50 am                  |
|     |       |                                |

| ELT 101 Circuits I, | Resistive (4) |
|---------------------|---------------|
| LEC 002 mw          | 6:25- 7:40 pm |
| LAB 154 m           | 7:50-11:00 pm |

| ELT 103 Circuits | III, Networks (4) |
|------------------|-------------------|
| LEC 001 tr       | 8:00- 9:30 am     |
|                  | 2:00- 5:50 pm     |

| ELT 103 | Circuits | III. | Networks (4) |
|---------|----------|------|--------------|
|         |          |      | :25- 7:40 pm |
|         |          |      | 50- 9:40 pm  |

| _     |      |             |             |     |
|-------|------|-------------|-------------|-----|
| ELT 1 | 05 E | lectromech. | Draft.      | (3) |
| LEC   | 001  | r           | 8:00- 8:50  | am  |
| LAB   | 151  | tr          | 2:00- 4:50  | pm  |
| LAB   | 152  | tr9:3       | 30 am-12:15 | pm  |

| ELT 105 Electromech. Draft. | (3) |
|-----------------------------|-----|
| LEC 002 t 6:25- 7:15        | pm  |
| LAB 153 t 7:25-10:05        | pm  |
| r 6:25- 9:15                | mcr |

| ELT 110 Introd. Electronics | (2) |
|-----------------------------|-----|
| LEC 001 t 8:00- 8:50        | am  |
| LAB 151 m8:00 am-12:50      | pm  |
| LAB 152 f8:00 am-12:50      | pm  |
| LAB 153 f8:00 am-12:50      | pm  |
| LEC 002 w 7:50-10:30        | pm  |

| LAB    | 154   | s     | 9:    | 25 am | -12:05 | pm  |
|--------|-------|-------|-------|-------|--------|-----|
| ELT 20 | )3 E  | lectr | onics | II,   | Pulse  | (4) |
| LEC (  | 001 1 | tr    |       | 10:00 | -11:30 | am  |
| LAB    | 151   | t     |       | 2:00  | - 5:50 | mor |

| ELT 211 | Analog | Simulation | I (4)    |
|---------|--------|------------|----------|
| LEC 001 | tr     | 4:55-      | 6:10 pm  |
| LAB 15  | il r   | 6:25-      | 10:05 pm |

# MECHANICAL ENGINEERING TECHNOLOGY

|                      |  | rafting<br>7:00-10:00 |  |
|----------------------|--|-----------------------|--|
| THE RESERVE TO SHARE |  |                       |  |

| MET . | 102 | Technical Drafting | (3) |
|-------|-----|--------------------|-----|
| LEC   | 001 | tr9:00 am-12:00    | pm  |
| LEC   | 002 | mw9:00 am-12:00    | pm  |
| LEC   | 003 | tr9:00 am-12:00    | pm  |
| LEC   | 004 | mf 1:00- 4:00      | pm  |

|         |             |               | - |
|---------|-------------|---------------|---|
| MET 103 | Descriptive | Geometry (3)  |   |
|         |             | 7:00-10:00 pm |   |

| MET : | 105 | Basic | Machin | ne Shop  | (3)   |
|-------|-----|-------|--------|----------|-------|
| LEC   | 001 | mw    |        | 9:00-11: | 30 am |
| LEC   | 002 | tr    |        | 9:00-11: | 30 am |
| LEC   | 003 | W     |        | 6:00-10: | 30 pm |
| LEC   | 004 | r     |        | 6:00-10: | 30 pm |

| MET 201 | Mechanisms | (4)           |   |
|---------|------------|---------------|---|
| LEC 001 | L mw       | 7:00-10:00 pm | 1 |

| MET 204 Strength of | Materials (3) |
|---------------------|---------------|
| LEC 0Q1 tr          | 4:55- 5:50 pm |
| LAB 151 t           | 6:00- 8:30 pm |
| LEC 002 tr          | 4:55- 5:50 pm |
| LAR 152 mw          | 1:00- 2:50 pm |

| MET 205 F | luid Pow | . & Sys. | Cont(4)  |
|-----------|----------|----------|----------|
| LEC 001 1 | r        | 7:30-    | 9:30 pm  |
| LAB 151   | t        | 8:30-    | 10:30 pm |
|           | r        | 9:30-    | 11:30 pm |
|           |          | 7:30-    |          |

# ARCHITECTURAL TECHNOLOGY

| ATE 101 Intr. to Arch. Tech. I(4)   |
|---|
| LEC 001 t 2:00- 4:45 pm   |
| r 2:00- 5:45 pm   |
| LEC 002 t 2:00- 4:45 pm   |
| r 2:00- 5:45 pm   |
| LEC 003 mw 6:50-10:05 pm  |
| ATE 103 Bldg. Mater. Tech. I (4)  |
| LEC 001 tr 9:00-11:45 am  |
| LEC 002 tr 9:00-11:45 am  |
| LEC 003 tr 7:50-10:30 pm  |
| ATE 105 Comp.Math.Arch.Tech.I (3)   |
| LEC 001 mwf 1:00- 1:50 pm   |
| LEC 002 mwf 8:00- 8:50 am   |
| LEC 003 t 4:55- 7:35 pm   |
| LEC 004 mwf 9:00- 9:50 am   |
| ATE 201 Compreh. Bld. Proj. I (4)   |
| LEC 001 mw 3:00- 6:50 pm  |
| ATE 203 Constr. Problems I (4)  |
| LEC 001 mw 9:00-11:50 am  |
| ATE 205 Compt. Graph & Optim. (3)<br>LEC 001 mw 2:00- 2:50 pm<br>f12:00 noon-12:50 pm |
|   |

# ATE 207 Strength of Materials (3) LEC 001 f..... 9:00-11:50 am

NUMERICAL CONTROL

| NMC | 101 | Phil. | of | Num. | Control  | (2) |
|-----|-----|-------|----|------|----------|-----|
| LEC | 001 | mw    |    | 2:   | 00- 3:00 | pm  |
| LEC | 002 | t     |    | 6:   | 30- 8:20 | pm  |

| NMC | 105 | Part | Programming I | (3) |
|-----|-----|------|---------------|-----|
| LEC | 001 | m    | 6:25-10:05    | pm  |

|     | - 1 100 |      |                       |
|-----|---------|------|-----------------------|
| NMC | 201     | Num. | Control Machining (3) |
| LEC | 001     | L t  | 6:25-10:30 pm         |
|     |         |      |                       |

# NMC 215 Part Programming II (3) LEC 001 m..... 6:25-10:05 pm

# ARCHITECTURAL TRANSFER

| ARC 101 Basic Designated Designation of the LEC 001 mw | n I<br>2:00- | 4:50 pr |   |
|--|--------------|---------|---|
| ARC 201 Design I<br>LEC 001 tr                         | 2:00-        | 5:50 pm | n |
| ARC 205 Architectur                                    |              |         |   |

# Division of Life and Health Science

# BIOLOGY

| BIO 101 Biology Survey   | (3) |
|--------------------------|-----|
| LEC 001 tr 9:00- 9:50    | am  |
| LAB 161 t11:00-11:50     | am  |
| LAB 162 t 1:00- 1:50     | pm  |
| LAB 163 t 2:00- 2:50     | pm  |
| LAB 164 t 3:00- 3:50     | pm  |
| LAB 165 w 8:00- 8:50     | am  |
| LAB 166 w 9:00- 9:50     | am  |
| LAB 167 w10:00-10:50     | am  |
| BIO 101 Biology Survey ( | 3)  |

| BIO 101 | Biology : | Survey  | (3)      |
|---------|-----------|---------|----------|
| LEC 00  | 3 mw      | 6:25-   | 7:40 pm  |
| BTO 103 | Man & The | Environ | ment (3) |

| BIO 103 Ma | n & The       | Environment  | (3)    |
|------------|---------------|--|--------|
| LEC 001 m  | f             | . 9:00- 9:50   | am     |
| LAB 161    | m             | .10:00-10:50   | am     |
| LAB 162    | m             | 11:00-11:50  | am     |
| LAB 163    | m             | . 1:00- 1:50   | pm     |
| LAB 164    | t             | . 8:00- 8:50   | am     |
| LAB 165    | t             | . 1:00- 1:50   | mg     |
| LAB 166    | w             | .11:00-11:50   | am     |
| LAB 167    | r             | .10:00-10:50   | am     |
|            |               | .11:00-11:50   |        |
| -          |               |  |        |
|            | at the second | All the second s | None I |

| E | 310 1 | 03 1 | Man  | &  | The E  | nviron  | nent  | (3) |
|---|-------|------|------|----|--------|---------|-------|-----|
|   | LEC   | 002  | tr.  |    |        | 6:25-   | 7:40  | pm  |
|   | LEC   | 003  | tr.  |    | .12:00 | noon-   | 12:50 | pm  |
|   | LAB   | 169  | 9 w. |    |        | 2:00-   | 2:50  | pm  |
|   |       |      |      |    |        | 3:00-   |       |     |
|   | LAB   | 171  | lr.  |    |        | 2:00-   | 2:50  | pm  |
|   | LAB   | 17:  | 2 r. | ٠. |        | 3:00-   | 3:50  | pm  |
|   | LAB   | 173  | 3 f. |    |        | 8:00-   | 8:50  | am  |
|   | LAB   | 174  | f.   |    |        | 9:00-   | 9:50  | am  |
|   | LAB   | 175  | f.   |    |        | 10:00-1 | 0:50  | am  |
|   | LAB   | 176  | f.   |    |        | 1:00-1  | 1:50  | am  |

| BIO 11 | LO P  | rinc. | of | Biolog | У      | (4) |
|--------|-------|-------|----|--------|--------|-----|
| LEC (  | 001 1 | nwf   |    | .10:00 | -10:50 | am  |
| LAB    | 151   | m     |    | . 2:00 | - 4:50 | pm  |
| LAB    | 152   | t     |    | . 8:00 | -10:50 | am  |
| LAB    | 153   | t     | 11 | :00 am | - 1:50 | pm  |
| LAB    | 154   | t     |    | . 2:00 | - 4:50 | pm  |
| LAB    | 155   | W     |    | .11:00 | - 1:50 | pm  |
| LAB    | 156   | r     |    | . 8:00 | -10:50 | am  |
| LAB    | 157   | r     | 11 | :00 am | - 1:50 | pm  |
| LAB    | 158   | f     |    | - 8:00 | -10:50 | am  |

```
BIO 110 Principles of Biology (4)

LEC 002 mwf......3:00-3:50 pm

LAB 159 m......8:00-10:50 am

LAB 160 m....11:00 am-1:50 pm

LAB 161 t.....8:00-10:50 am

LAB 162 t.....2:00-4:50 pm

LAB 163 w.....8:00-10:50 am

LAB 164 w....11:00 am-1:50 pm

LAB 165 r....8:00-10:50 am

LAB 166 r....11:00 am-1:50 pm

LAB 166 r....11:00 am-1:50 pm
```

| BIO 11 | LO  | Princ | iples | of   | Biol | ogy  | (4) |
|--------|-----|-------|-------|------|------|------|-----|
| LEC (  | 003 | mw    |       | . 6: | 25-  | 9:15 | pm  |
| LEC (  | 004 | tr    |       | . 6: | 25-  | 9:15 | pm  |

| 270 160 7                 |    |
|---------------------------|----|
| BIO 160 Human Anatomy     |    |
| LEC 001 mf 2:00- 2:50     | pm |
| LAB 151 m 8:00- 9:50      | am |
| LAB 152 m 8:00- 9:50      | am |
| LAB 153 m10:00-11:50      | am |
| LAB 154 m 3:00- 4:50      | pm |
| LAB 155 t12:00 noon- 1:50 | pm |
| LAB 156 t 2:00- 3:50      | pm |
| LAB 157 w 2:00- 4:50      | pm |
| LAB 158 w 8:00-10:50      | am |
| LAB 159 r11:00 am- 1:50   | pm |
| LAB 160 f11:00 am- 1:50   | pm |
| LAB 161 w11:00 am- 1:50   | pm |
| LAB 162 w 3:00- 4:50      | pm |
| LAB 163 m 3:00- 4:50      | pm |
| LAB 171 w 2:00- 2:50      |    |
| LAB 172 w 2:00- 2:50      |    |

| BIO 190 | General Pathology | (3)     |
|---------|-------------------|---------|
| LEC 001 | tr 8:00-          | 8:50 am |
| LAB 1   | 51 r 2:00-        | 3:50 pm |
| LAB 1   | 52 t 9:00-1       | 0:50 am |

# PRACTICAL NURSING

| PNR 060 Practical Nursing | I (10) |
|---------------------------|--------|
| LEC 001 mwf8:00 am-12:    |        |
| mwf1:00-                  |        |
| t9:00 am-<br>r8:00 am-    |        |

# ASSOCIATE DEGREE NURSING

| NUR 101 Found. of Nursing I (5) |
|---------------------------------|
| LEC 001 mwf12:00 noon-12:50 pm  |
| LAB 151 t12:00 noon-12:50 pm    |
| LAB 152 t 1:00- 1:50 pm         |
| LAB 153 t 2:00- 2:50 pm         |
| LAB 154 r12:00 noon-12:50 pm    |
| LAB 155 r 1:00- 1:50 pm         |
| LAB 156 r 2:00- 2:50 pm         |
| LAB 161 t 8:00-11:00 am         |
| r 7:00-10:00 pm                 |
| LAB 162 m 7:00-10:00 pm         |
| w 8:00-11:00 am                 |
| LAB 163 t 7:00-10:00 pm         |
| r 8:00-11:00 am                 |
| LAB 164 w 7:00-10:00 pm         |
| f 8:00-11:00 am                 |
|                                 |

| NUR 2 | 01 PI | hysi | cal | /Mei | ntal  | 11  | 1. ( | 10) |
|-------|-------|------|-----|------|-------|-----|------|-----|
| LEC   |       |      |     |      |       |     |      |     |
|       |       |      |     |      |       |     | 2:50 |     |
| LAB   | 151   | W    |     |      | 10:0  | 0-1 | 1:50 | am  |
| LAB   | 152   | f    |     |      | 10:0  | 0-1 | 1:50 | am  |
| LAB   | 153   | f    |     |      | 1:0   | 0-  | 2:50 | pm  |
| LAB   | 161   | m    |     |      | 3:0   | 0-  | 9:00 | pm  |
|       |       |      |     |      |       |     | 2:00 |     |
| LAB   | 162   | w    |     |      | 3:0   | 0-  | 9:00 | pm  |
|       |       | r    |     | .8:0 | 00 ai | m-  | 2:00 | pm  |

# DENTAL HYGIENE

| DHY 100 Pre-Clin. & LEC 001 m LAB 151 w LAB 152 w | 9:00- 9:50 am<br>8:00-10:50 am |
|---|--------------------------------|
| DHY 161 Dental Anato                              |                                |

| DHI 101 Dental Anatomy        | (3)  |
|-------------------------------|------|
| LEC 001 tr10:00-10:5          | 0 am |
| LAB 151 r 2:00- 4:5           | 0 pm |
| LAB 152 t 2:00- 4:5           | 0 pm |
|                               |      |
| news and demandate problems T | 121  |

| DHY 2 | 20 C  | ommur | nity | Der | tisti  | y I   | (3) |
|-------|-------|-------|------|-----|--------|-------|-----|
| LEC   | 001 r | nw    |      | 4   | -00-   | 4:50  | pm  |
| LAB   | 151   | f     |      | 1   | -00-   | 2:50  | pm  |
| LAB   | 152   | f     |      | 5   | 0:00-1 | 10:50 | am  |

| DHY 23 | 30 Peri | odontolo | gy    | (2)     |
|--------|---------|----------|-------|---------|
| LEC C  | 001 tr. |          | 4:00- | 4:50 pm |

|         | Pharmacology & Anesth. |    |
|---------|------------------------|----|
| LEC 001 | t12:00 noon-12:50      | pm |

| DHY 250 | Clin. Dhy & | X-Ray II   | (4) |
|---------|-------------|------------|-----|
| LEC 00  | l mtrf      | 9:00-11:50 | am  |
| LEC 00  | 2 mtrf      | 1:00- 3:50 | pm  |

| ı | DHY 2 | 80 06 | ent. | Ma | T. | & ASSIS                  | Jt.  | (3 |
|---|-------|-------|------|----|----|--------------------------|------|----|
| ١ | LEC   | 001 r | nw   |    |    | 8:00-                    | 8:50 | am |
| ı | LAB   | 151   | W    |    |    | 9:00-1                   | 0:50 | am |
| ı | LAB   | 152   | w    |    |    | 8:00-<br>9:00-1<br>1:00- | 2:50 | pm |
| ı |       |       |      |    |    |                          |      | 7  |

# PHYSICAL EDUCATION, MEN

| PED 100 Basic Self Concepts   | (1)    |
|-------------------------------|--------|
| LEC 001 mw 2:00- 2:50         | pm     |
| LEC 002 tr 9:00- 9:50         | am     |
| LEC 003 tr11:00-11:50         | am     |
|                               | CELLII |
| PED 104 Weight Trng/W. Lift.  | (1)    |
| LEC 001 mw 1:00- 1:50         |        |
| LEC 002 tr 4:00- 4:50         | pm     |
| LEC 003 mw 8:00- 8:50         | am     |
| LEC 004 tr11:00-11:50         | am     |
| DEC 004 CI                    | cam    |
| PED 120 Team Sports           | (1)    |
| LEC 001 mw 1:00- 1:50         |        |
|                               | pm     |
| LEC 003 tr 2:00- 2:50         | pm     |
| LEC 004 tr 6:25- 7:15         | pm     |
| HE 001 CE 11111111 0125 / 125 | Fran   |
| PED 130 Individual Sports     | (1)    |
| LEC 001 mw10:00-10:50         |        |
| LEC 002 f 1:00- 2:30          | pm     |
|                               | E. etc |
| PED 136 Wrestling/Pers. Def.  | (1)    |
| LEC 001 mw 3:00- 3:50         |        |
|                               | 200    |
|                               |        |

# PHYSICAL EDUCATION, COED

|   | PED 150 Bowling   | 173     |
|---|---|---------|
|   |   | (1)     |
|   | LEC 001 t 1:00- 2:30  |         |
|   | LEC 002 r 1:00- 2:30  |         |
|   | LEC 003 w 1:00- 2:30  |         |
|   | LEC 004 m 1:00- 2:30  | pm      |
|   |   |         |
|   | PED 152 Golf & Archery  |         |
|   | LEC 001 mw 9:00- 9:50   |         |
|   | LEC 002 tr11:00-11:50   |         |
| н | LEC 003 tr 2:00- 2:50   | pm      |
|   | Marin a fell property of  | and the |
| 1 |   | (1)     |
|   | LEC 001 tr 3:00- 3:50   | pm      |
|   | LEC 002 mw 6:25- 7:15   | pm      |
|   |   |         |
| ı | PED 158 Tennis  | (1)     |
| J | LEC 001 mw10:00-11:30   | am      |
| - | LEC 002 tr 2:00- 3:30   |         |
|   | LEC 003 tr 9:00-10:30   |         |
| 3 | LEC 004 wf 1:00- 2:30   |         |
| ч | CONTRACTOR OF THE PART OF THE | Pres    |
| н | PED 160 Modern Dance I  | (1)     |
| н | LEC 001 mw11:00-11:50   | am      |
|   | 220 001 1111111111111111111111111111111   | cant    |
|   | PED 162 Fund. of Dance  | (1)     |
|   | LEC 001 tr 3:00- 3:50   |         |
|   | MINO OUT CI 3:00- 3:30  | Pitt    |

# PHYSICAL EDUCATION, WOMEN

DED 100 Mann Consta

| PED | 170 | Basic | Self | Concepts            | (1)    |
|-----|-----|-------|------|---------------------|--------|
| LEC | 001 | mw    |      | 1:00-1<br>.10:00-10 | :50 pr |
| LEC | 002 | tr    |      | .10:00-10           | :50 ar |

# PED 172 Physical Conditioning (1) LEC 001 mw.....12:00-12:50 pm

| ١ | LEC 001 mw10:00-10:50 am   |
|---|--|
| - | LEC 001 mw10:00-10:50 am  PED 190 Individual Sports (1) LEC 001 tr10:00-10:50 am |

# PHYSICAL EDUCATION, PRE-PROFESSIONAL

| LEC                 | 001  | tr    |   | 10 | 0:00-          | d.<br>10:50  | am       |
|---------------------|------|-------|---|----|----------------|--------------|----------|
| -                   | 1200 |       |   |    | 11000          | 7:15         | _        |
| PED 2<br>LEC<br>LEC | 001  | mw    |   | 8  | 3:00-<br>3:00- | 8:50<br>8:50 | am<br>am |
|                     | 001  | Healt | h |    |                | 8:50         |          |

| LEC 002 mw12:00-12:50 pr      | n |
|-------------------------------|---|
| PED 210 Sports Officiating (2 |   |
| LEC 001 tr11:00-11:50 ar      | n |

| PED 22 | 2 Football | Techniques           | (2)  |
|--------|------------|----------------------|------|
| LEC 0  | 01 mw      | Techniques 3:00- 3:5 | 0 pm |

PED 224 Basketball Techniques (2) LEC 001 tr..... 9:00- 9:50 am

# Division of Humanities & Fine Arts

# ART

| A | RT 10 | 5 Art | Ap  | pre | ciat | ion  |       | (3) | Ī |
|---|-------|-------|-----|-----|------|------|-------|-----|---|
| - | LEC O | 01 f. |     |     | 1    | :00- | 1:50  | pm  |   |
|   | DISC  | 151   | wf. |     | 10   | :00- | 10:50 | am  |   |
|   | DISC  | 152   | tr. |     | 9    | :00- | 9:50  | am  |   |
|   | DISC  | 153   | wf. |     | 8    | :00- | 8:50  | am  |   |
|   | DISC  | 154   | tr. |     | 3    | :00- | 3:50  | pm  |   |
|   | DISC  | 155   | tr. |     | 11   | :00- | 11:50 | am  |   |
|   | DISC  | 156   | wf. |     | 11   | :00- | 11:50 | am  |   |
|   |       |       |     |     |      |      |       |     |   |

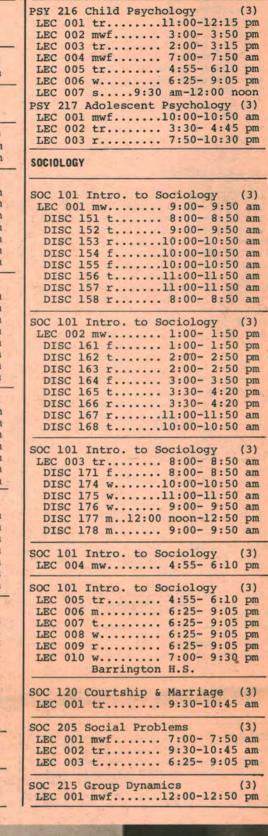
| ART 105 Art Appreciation (3)<br>LEC 002 mw 4:55- 6:10 pm   | LEC 002 mwf 2:00- 2:50 pm<br>LEC 003 tr10:50-12:05 pm   | MTH 096 Geometry (3)<br>LEC 001 tr 8:00- 9:15 am   | LEC 005 mwf 2:00- 2:50 pm<br>LAB 155 t11:00 am- 1:45 pm   |
|--|---|--|---|
| ART 110 Drawing I (3)<br>LEC 001 tr 6:25- 9:30 pm<br>LEC 002 mwf10:00-11:50 am   | MUS 103 Music Appreciation (3)<br>LEC 001 tr 8:00- 9:15 am  | LEC 002 mwf 2:00- 2:50 pm<br>LEC 004 tr 4:55- 6:10 pm<br>MTH 101 Fund. of Mathematics I(3)   | CHM 121 General Chemistry I (4)<br>LEC 008 m 4:55- 7:35 pm<br>LAB 158 w 4:55- 7:35 pm                               |
| LEC 003 mwf. 12:00 noon- 1:50 pm<br>LEC 004 mwf 2:00- 3:50 pm<br>LEC 005 mwf 4:00- 5:50 pm                             | LEC 002 mwf12:00 noon-12:50 pm<br>MUS 111 Theory of Music I (3)   | LEC 001 mwf 8:00-8:50 am LEC 002 mwf 7:00-7:50 am LEC 003 s 8:30-11:15 am  | CHM 121 General Chemistry I (4) LEC 011 t 7:50-10:30 pm LAB 161 r 7:50-10:30 pm                                     |
| LEC 006 mw 6:30- 9:15 pm<br>LEC 007 tr9:25 am-12:05 pm<br>LEC 008 tr 1:40- 4:20 pm<br>LEC 009 mw 8:00-11:50 am         | DISC 151 mw 9:30-10:45 am DISC 151 mw 9:00- 9:50 am DISC 152 mw 2:00- 2:50 pm DISC 153 tr 3:30- 4:20 pm         | LEC 004 trs 9:30-10:20 am LEC 005 mwf 2:00- 2:50 pm LEC 006 mwf11:00-11:50 am LEC 007 tr 3:30- 4:45 pm   | CHM 122 General Chemistry II (4) LEC 001 m 7:50-10:30 pm  |
| ART 121 Design I (3)   | DISC 154 tr 2:00- 2:50 pm<br>DISC 155 wf10:00-10:50 am  | LEC 008 mwf 3:00- 3:50 pm<br>LEC 009 mwf 4:00- 4:50 pm<br>LEC 010 mwf 9:00- 9:50 am  | LAB 151 w 7:50-10:30 pm<br>CHM 131 College Chemistry I (5)<br>LEC 001 mwf 9:00- 9:50 am<br>LAB 151 tr 8:00-10:45 am |
| LEC 001 mwf 8:00- 9:50 am LEC 002 mwf10:00-11:50 am LEC 003 mw 6:25- 9:15 pm LEC 004 tr 8:00-10:40 am                  | MUS 115 Ear/Sight/Keyboard I (1)<br>LEC 001 r 9:30-10:45 am<br>MUS 121 Mus Lit Surv to 1750 (3)                 | LEC 011 mwf1:00-1:50 pm<br>LEC 013 mwf10:00-10:50 am<br>LEC 014 tr9:15-10:30 pm<br>LEC 016 mw7:00-8:15 pm  | CHM 131 College Chemistry I (5) LEC 002 mwf 2:00- 2:50 pm   |
| ART 201 Drawing III (3) LEC 001 mwf 8:00- 9:50 am  | LEC 001 mwf12:00 noon-12:50 pm  MUS 130 Choir (1)   | MTH 102 Fund. of Math. II (3)<br>LEC 002 tr11:00 am-12:15 pm   | LAB 152 tr 2:00- 4:45 pm  CHM 131 College Chemistry I (5)  LEC 003 m 7:50-10:30 pm                                  |
| ART 206 Print Making I (2)<br>LEC 001 tr 1:40- 3:30 pm   | MUS 140 Band (1)<br>LEC 001 mw 3:30- 4:45 pm  | LEC 004 mw 4:55- 6:10 pm<br>LEC 005 tr 6:25- 7:40 pm   | LAB 153 tr 7:50-10:30 pm<br>CHM 204 Organic Chemistry I (5)   |
| ART 225 Figure Drawing I (3)<br>LEC 001 mw 1:00- 2:50 pm   | MUS 145 Instrumental Ensembles(1)<br>LEC 001 To Be Announced  | MTH 103 College Algebra (3) LEC 001 mwf 7:00- 7:50 am LEC 003 mwf12:00 noon-12:50 pm LEC 005 mwf 2:00- 2:50 pm   | LEC 001 mwf 9:00- 9:50 am LAB 151 tr 8:00-10:45 am  CHM 204 Organic Chemistry I (5)                                 |
| ART 261 Painting I (2)<br>LEC 001 t 8:00-11:50 am  | LEC 002 To Be Announced LEC 003 To Be Announced LEC 004 To Be Announced   | LEC 006 mwf 9:00- 9:50 am<br>LEC 007 mwf 4:00- 4:50 pm<br>LEC 008 tr 3:30- 4:45 pm   | LEC 002 m 7:50-10:30 pm<br>LAB 152 tr 7:50-10:30 pm   |
| ART 291 Ceramics I (2)<br>LEC 001 m12:00 noon- 3:50 pm   | MUS 150 Orchestra (1)<br>LEC 001 m 7:50-10:30 pm  | LEC 009 tr 4:45- 6:10 pm<br>LEC 010 mwf 3:00- 3:50 pm<br>LEC 011 mw 6:25- 7:40 pm  | PHYSICAL SCIENCE  |
| ART 296 Sculpture I (2)<br>LEC 001 w12:00 noon- 3:50 pm<br>FNA 111 History of Art I (3)                                | MUS 163 Percussion Instr. Class<br>LEC 001 tr 2:00- 3:15 pm   | LEC 012 mw 7:50- 9:05 pm<br>LEC 013 tr 9:15-10:30 pm   | GEO 101 Physical Geology (4) LEC 001 tr 11:00 am-12:15 pm LAB 151 m 8:00-10:50 am LAB 152 f 8:00-10:50 am           |
| LEC 001 wf 9:00- 9:50 am DISC 151 m 8:00- 8:50 am DISC 152 t 8:00- 8:50 am   | MUS 165 Class Piano (2)<br>LEC 001 mwf10:00-10:50 am<br>LEC 002 mwf 1:00- 1:50 pm                               | MTH 104 Plane Trigonometry (3) LEC 001 mwf 7:00-7:50 am LEC 003 mwf12:00 noon-12:50 pm LEC 004 tr 3:30-4:45 pm   | LAB 153 m 12:00 noon- 2:50 pm<br>LAB 154 f 12:00 noon- 2:50 pm  |
| DISC 153 t10:00-10:50 am DISC 154 t 2:00- 2:50 pm DISC 155 m 9:00- 9:50 am   | LEC 003 tr 7:50- 9:05 pm<br>LEC 004 mwf12:00 noon-12:50 pm<br>LEC 005 tr 11:00-12:15 pm                         | MTH 105 Analytic Geometry (4)  | PHS 101 Physical Science Surv.(3) LEC 001 mwf11:00-11:50 am   |
| (See Program Coordinator)  | LEC 007 mw 7:50- 9:05 pm<br>MUS 167 Class Guitar (2)  | LEC 001 mwrf 8:00- 8:50 am LEC 002 tr 9:30-10:45 am s 9:30-10:20 am  | PHS 101 Physical Science Surv.(3) LEC 003 tr 6:25- 7:40 pm PHS 111 Physical Science I (4)                           |
| (See Program Coordinator)  | LEC 002 tr 7:50- 9:05 pm<br>LEC 003 tr 3:30- 4:45 pm  | LEC 003 mtwr 2:00- 2:50 pm<br>LEC 005 mw 6:10- 7:50 pm   | LEC 001 tr 9:30-10:45 am LAB 151 w 8:00- 9:40 am  |
| HUMANITIES HUM 101 Creative Nat. of Man (3)  | Also to be offered at times to be announced: MUS 180 Flute and Piccolo (2)                                      | MTH 106 Math I (5)<br>LEC 001 mtwr 3:45- 4:50 pm<br>LEC 002 mtwr 4:55- 6:00 pm   | PHY 101 Technical Physics I (4)<br>LEC 001 mtf11:00-11:50 am<br>LAB 151 w11:00 am-12:50 pm                          |
| DISC 151 f 2:00- 2:50 pm<br>DISC 152 r 4:00- 4:50 pm   | MUS 181 Oboe and English Horn (2) MUS 182 Clarinet (2) MUS 183 Bassoon (2) MUS 184 Saxophone (2)                | MTH 107 Math II (5)<br>LEC 001 mw 6:25- 8:40 pm  | PHY 121 Intro. to Physics I (5)<br>LEC 001 mtrf.12:00 noon-12:50 pm   |
| DISC 154 r10:00-10:50 am DISC 155 r 8:00- 8:50 am DISC 156 r 2:00- 2:50 pm   | MUS 185 French Horn (2) MUS 186 Trumpet (2) MUS 187 Trombone (2)  | MTH 124 Finite Mathematics I (3) LEC 001 tr 9:30-10:45 am  | PHY 201 General Physics I (5) LEC 001 mwf 9:00- 9:50 am   |
| HUM 101 Creative Nat. of Man (3)<br>LEC 003 tr 2:00- 2:50 pm<br>DISC 171 f 1:00- 1:50 pm                               | MUS 188 Baritone (2) MUS 189 Tuba (2) MUS 190 Percussion (2)  | MTH 201 Calculus I (5) LEC 001 wf11:00-11:50 am tr11:00 am-12:15 pm LEC 002 mw 2:00- 2:50 pm   | Division of Social Science  |
| DISC 172 m12:00 noon-12:50 pm<br>DISC 173 m10:00-10:50 am<br>DISC 174 m 2:00- 2:50 pm                                  | MUS 191 Violin (2)<br>MUS 192 Viola (2)<br>MUS 193 Cello (2)  | tr 2:00- 3:15 pm<br>LEC 003 mw 6:25- 8:45 pm   | HISTORY   |
| DISC 175 f 8:00- 8:50 am HUM 101 Creative Nat. of Man (3)  | MUS 194 String Bass (2) MUS 195 Harp (2) MUS 196 Piano (2) MUS 197 Organ (2)                                    | MTH 202 Calculus II (5) LEC 001 wf11:00-11:50 am tr11:00 am-12:15 pm LEC 002 tr6:25-8:40 pm  | HST 111 Amer.History to 1865 (3)<br>LEC 001 tr 2:00- 2:50 pm  |
| PHI 105 Intro. to Philosophy (3)   | MUS 198 Voice (2) MUS 199 Classical Guitar (2) MUS 280 Flute and Piccolo (4)                                    | MTH 206 Math III (3)<br>LEC 001 mwf 1:00- 1:50 pm  | DISC 151 m 2:00- 2:50 pm<br>DISC 152 w 2:00- 2:50 pm<br>DISC 153 w 3:00- 3:50 pm<br>DISC 154 f 3:00- 3:50 pm        |
| DISC 152 tr 8:00- 8:50 am  DISC 152 tr 7:00- 7:50 am  DISC 153 wf 9:00- 9:50 am  DISC 154 mw10:00-10:50 am             | MUS 281 Oboe and English Horn (4) MUS 282 Clarinet (4) MUS 283 Bassoon (4) MUS 284 Saxophone (4)                | MTH 208 Fortran Computer Prog. (3)<br>LEC 001 t 6:25- 9:15 pm  | DISC 155 w 1:00- 1:50 pm<br>DISC 156 f 1:00- 1:50 pm<br>DISC 157 w11:00-11:50 am                                    |
| DISC 155 tr 3:00- 3:50 pm<br>DISC 156 mw 8:00- 8:50 am   | MUS 284 Saxophone (4) MUS 285 French Horn (4) MUS 286 Trumpet (4) MUS 287 Trombone (4)                          | MTH 212 Differential Equations(3) LEC 001 tr6:25-7:40 pm   | HST 111 Amer. History to 1865 (3)<br>LEC 002 mw 12:00 noon-12:50 pm   |
| PHI 105 Intro. to Philosophy (3)<br>LEC 002 f12:00 noon-12:50 pm<br>DISC 161 mw 1:00- 1:50 pm                          | MUS 288 Baritone (4)<br>MUS 289 Tuba (4)<br>MUS 290 Percussion (4)  | CHEMISTRY  | DISC 161 t 2:00- 2:50 pm<br>DISC 162 r 2:00- 2:50 pm<br>DISC 163 t 3:30- 4:20 pm                                    |
| DISC 162 mw.12:00 noon-12:50 pm<br>DISC 163 mw11:00-11:50 am<br>DISC 164 mw 2:00- 2:50 pm<br>DISC 166 mw 7:00- 7:50 am | MUS 291 Violin (4) MUS 292 Viola (4) MUS 293 Cello (4) MUS 294 String Bass (4)                                  | CHM 100 Introductory Chemistry(4) LEC 001 mwf 1:00- 1:50 pm LAB 151 t 2:00- 3:50 pm  | DISC 164 r 3:30- 4:20 pm<br>DISC 165 t11:00-11:50 am<br>DISC 166 r11:00-11:50 am<br>DISC 168 f 1:00- 1:50 pm        |
| PHI 105 Intro. to Philosophy (3)<br>LEC 003 tr 6:25- 7:40 pm   | MUS 295 Harp (4) MUS 296 Piano (4) MUS 297 Organ (4)  | CHM 100 Introductory Chemistry(4) LEC 002 mwf 2:00- 2:50 pm LAB 152 r 2:00- 3:50 pm  | DISC 169 f 2:00- 2:50 pm  HST 111 Amer.History to 1865 (3) LEC 003 mw 4:55- 6:10 pm                                 |
| LEC 004 mw 4:55- 6:10 pm<br>LEC 005 mw 7:50- 9:05 pm<br>LEC 007 mwf 7:00- 7:50 am<br>LEC 008 mwf 4:00- 4:50 pm         | MUS 298 Voice (4) MUS 299 Classical Guitar (4) MUS 211 Theory of Music III (3)                                  | CHM 100 Introductory Chemistry(4) LEC 003 mwf11:00-11:50 am LAB 153 t 11:00 am-12:50 pm  | LEC 004 tr 7:50- 9:05 pm<br>LEC 005 t 7:00- 9:30 pm<br>Cooper Jr. H.S.  |
| LEC 009 tr 4:55- 5:10 pm<br>LEC 010 r 6:25- 8:55 pm<br>PHI 110 Logic (3)   | MUS 215 Ear/Sight/Keyboard III(1)<br>LEC 001 mw11:00-11:50 am   | CHM 100 Introductory Chemistry(4)<br>LEC 005 m 7:50-10:30 pm   | HST 112 Amer.Hist.Since 1865 (3)<br>LEC 001 tr10:00-10:50 am<br>DISC 151 m 9:00- 9:50 am                            |
| LEC 001 mwf11:00-11:50 am LEC 002 tr2:00-3:15 pm LEC 003 m6:25-9:05 pm LEC 004 tr8:00-9:15 am                          | Division of Math &  | CHM 121 General Chemistry I (4) LEC 001 mwf 9:00- 9:50 am  | DISC 152 m10:00-10:50 am DISC 153 m11:00-11:50 am DISC 154 f1:00-1:50 pm DISC 161 w10:00-10:50 am                   |
| PHI 115 Ethics (3)   | Physical Science  | LAB 151 t 8:00-10:45 am  CHM 121 General Chemistry I (4)   | DISC 162 f10:00-10:50 am<br>DISC 163 w11:00-11:50 am  |
| LEC 001 mwf 9:00- 9:50 am  LEC 002 mwf 4:00- 4:50 pm  LEC 003 mw 6:25- 7:40 pm   | MATHEMATICS  MTH 094 Arithmetic (3) LEC 001 mwf10:00-10:50 am   | LEC 002 mwf10:00-10:50 am LAB 152 r 8:00-10:45 am  | DISC 164 f11:00-11:50 am DISC 165 w 9:00- 9:50 am HST 112 Amer.Hist.Since 1865 (3)                                  |
| PHI 205 Religions of the World(3) LEC 001 tr 9:30-10:45 am LEC 002 tr 2:00- 2:50 pm                                    | MTH 095 Elementary Algebra (3)<br>LEC 001 mwf 9:00- 9:50 am   | CHM 121 General Chemistry I (4) LEC 003 mwf11:00-11:50 am LAB 153 t 11:00 am- 1:45 pm  | LEC 002 mw 6:25- 7:40 pm<br>LEC 003 tr 7:50- 9:05 pm  |
| MUSIC 120 LEC 003 tr 7:50- 9:05 pm   | LEC 002 mwf10:00-10:50 am  LEC 003 tr9:30-10:45 am  LEC 004 tr11:00 am-12:15 pm  LEC 005 mwf12:00 noon-12:50 pm | CHM 121 General Chemistry I (4)<br>LEC 004 mwf12:00 noon-12:50 pm<br>LAB 154 r 11:00 am- 1:45 pm   | HST 141 Western Civ. to 1815 (3)<br>LEC 001 mwf 2:00- 2:50 pm<br>DISC 151 t 3:00- 3:50 pm                           |
|  |   | the state of the s | 11 • 10 1 • 5 1 am  |
| MUS 101 Fund. of Music Theory (3)<br>LEC 001 mwf 9:00- 9:50 am   | LEC 006 tr 2:00-3:15 pm<br>LEC 007 mwf 1:00-1:50 pm<br>LEC 011 tr 7:50-9:05 pm                                  | CHM 121 General Chemistry I (4)  | DISC 152 r11:00-11:50 am DISC 153 t11:00-11:50 am DISC 154 r2:00- 2:50 pm   |

| HST 141 Western Civ. to 1815 (3)  |
|---|
|   |
| LEC 002 mw 7:50- 9:30 pm  |
| HST 214 Afro-American History (3)   |
| LEC 001 tr 6:25- 7:40 pm  |
| 110 001 c1 0.25 7.40 pm   |
| HST 243 Far East-Modern World (3)   |
| LEC 001 tr 11:00 am-12:15 pm  |
|   |
| CRIMINAL JUSTICE  |
|   |
|   |
| LAE 101 Intro. to Law Enforce. (3)  |
| LEC 001 mwf10:00-10:50 am   |
| LEC 002 m 6:25- 9:05 pm   |
| LAE 102 Police Organ. & Adm. (3)  |
| LEC 001 mwf 8:00- 8:50 am<br>LEC 002 mw 9:15-10:30 pm   |
| LEC 002 mw 9:15-10:30 pm  |
| TAR 104 Takes to Competition (2)  |
| LAE 104 Intro. to Corrections (3)<br>LEC 001 tr 9:30-10:45 am   |
| 002 r 6:25- 9:05 pm   |
|   |
| LAE 201 Criminal Law I (3)  |
| LEC 001 tr 8:00- 9:15 am  |
| LEC 002 t 6:25- 9:05 pm   |
| LAE 210 Intro. to Criminology (3)   |
| LEC 001 tr 9:30-10:45 am  |
| LEC 002 r 6:25- 9:05 pm   |
|   |
| LAE 252 Indust. Fire Protec. (3)  |
| Disaster Control LEC 001 s9:15 am-12:05 pm  |
| BBC 001 S 9:13 am-12:03 pm  |
| LAE 254 Interviewing Case Prep(3)   |
| LEC 001 mwf 9:00- 9:50 am<br>LEC 002 w 6:25- 9:05 pm  |
| LEC 002 w 6:25- 9:05 pm   |
|   |
| POLITICAL SCIENCE   |
|   |
| PGG 201 3 Good 0 (P (P (2)  |
|   |
| PSC 201 Amer.Govt-Org/Pow/Func(3)   |
| LEC 001 mw10:00-10:50 am  |
| DISC 151 t10:00-10:50 am  |
| LEC 001 mw10:00-10:50 am  |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00-9:50 am  |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r 9:30-10:20 am DISC 153 f 9:00- 9:50 am  PSC 201 Amer.Govt-Org/Pow/Func(3)  |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00-9:50 am  PSC 201 Amer.Govt-Org/Pow/Func(3) LEC 002 tr2:00-2:50 pm  |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00-9:50 am  PSC 201 Amer.Govt-Org/Pow/Func(3) LEC 002 tr2:00-2:50 pm DISC 161 m1:00-1:50 pm   |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00-9:50 am  PSC 201 Amer.Govt-Org/Pow/Func(3) LEC 002 tr2:00-2:50 pm DISC 161 m1:00-1:50 pm DISC 162 w2:00-2:50 pm  |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00-9:50 am  PSC 201 Amer.Govt-Org/Pow/Func (3) LEC 002 tr2:00-2:50 pm DISC 161 m1:00-1:50 pm DISC 162 w2:00-2:50 pm DISC 163 f2:00-2:50 pm  |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00-9:50 am  PSC 201 Amer.Govt-Org/Pow/Func (3) LEC 002 tr2:00-2:50 pm DISC 161 m1:00-1:50 pm DISC 162 w2:00-2:50 pm DISC 163 f2:00-2:50 pm DISC 163 f2:00-2:50 pm   |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00-9:50 am  PSC 201 Amer.Govt-Org/Pow/Func(3) LEC 002 tr2:00-2:50 pm DISC 161 m1:00-1:50 pm DISC 162 w2:00-2:50 pm DISC 163 f2:00-2:50 pm DISC 163 f2:00-2:50 pm DISC 163 f1:00-11:50 am  |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00-9:50 am  PSC 201 Amer.Govt-Org/Pow/Func(3) LEC 002 tr2:00-2:50 pm DISC 161 m1:00-1:50 pm DISC 162 w2:00-2:50 pm DISC 163 f2:00-2:50 pm DISC 163 f2:00-2:50 pm DISC 163 f1:00-11:50 am DISC 171 t11:00-11:50 am   |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00-9:50 am  PSC 201 Amer.Govt-Org/Pow/Func(3) LEC 002 tr2:00-2:50 pm DISC 161 m1:00-1:50 pm DISC 162 w2:00-2:50 pm DISC 163 f2:00-2:50 pm DISC 163 f2:00-2:50 pm DISC 163 f1:00-11:50 am  |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00-9:50 am  PSC 201 Amer.Govt-Org/Pow/Func (3) LEC 002 tr2:00-2:50 pm DISC 161 m1:00-1:50 pm DISC 162 w2:00-2:50 pm DISC 163 f2:00-2:50 pm DISC 163 f1:00-1:50 am DISC 171 t11:00-11:50 am DISC 172 w11:00-11:50 am DISC 173 r11:00-11:50 am  |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00- 9:50 am  PSC 201 Amer.Govt-Org/Pow/Func (3) LEC 002 tr2:00- 2:50 pm DISC 161 m1:00- 1:50 pm DISC 162 w2:00- 2:50 pm DISC 163 f2:00- 2:50 pm DISC 163 f1:00-11:50 am DISC 171 t1:00-11:50 am DISC 172 w1:00-11:50 am DISC 173 r1:00-11:50 am DISC 173 r1:00-11:50 am DISC 173 r1:00-11:50 am |
| LEC 001 mw  |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00- 9:50 am  PSC 201 Amer.Govt-Org/Pow/Func (3) LEC 002 tr2:00- 2:50 pm DISC 161 m1:00- 1:50 pm DISC 162 w  |
| LEC 001 mw  |
| LEC 001 mw10:00-10:50 am DISC 151 t10:00-10:50 am DISC 152 r9:30-10:20 am DISC 153 f9:00- 9:50 am  PSC 201 Amer.Govt-Org/Pow/Func (3) LEC 002 tr2:00- 2:50 pm DISC 161 m1:00- 1:50 pm DISC 162 w  |

| The second | PSC 206 Intern'l Relations (3)<br>LEC 001 mwf 3:00- 3:50 pm                             |
|------------|---|
| 9          | FIRE SCIENCE TECHNOLOGY   |
|            | FIS 112 Fire alarm & Ext. Sys.(3)<br>LEC 001 m 6:30- 9:00 pm                            |
|            | LEC 002 t 6:30- 9:00 pm   |
|            | FIS 132 Hazardous Materials I (3)<br>LEC 001 w 6:30- 9:00 pm<br>LEC 002 r 6:30- 9:00 pm |
| 1          | FIS 222 Fire Inspec. Applic. (3)  |
|            | LEC 001 m 9:00-11:30 pm<br>LEC 002 t 9:00-11:30 pm                                      |
|            | CHILD CARE  |
|            | CCA 101 Intro. to Child Care (3)<br>LEC 001 tr11:00-12:15 am                            |
|            | CCA 209 Lang.Arts/Young Child (3)   |
|            | LEC 001 mwf 1:00- 1:50 pm<br>LEC 002 r 7:50-10:30 pm                                    |
|            | CCA 214 Princ.of Pre-School Ed(4)<br>LEC 001 m 9:00-11:40 am                            |
|            | LEC 001 m 9:00-11:40 am<br>w 9:00- 9:50 am<br>LEC 002 m 6:25- 9:45 pm                   |
|            | CCA 215 Children's Laboratory (2)<br>LEC 001 m 4:55- 6:15 pm                            |
|            | LEC 002 w10:00-11:50 am   |
|            | CCA 218 Train/Severely Retard.(3) LEC 001 tr11:00 am-12:15 pm                           |
|            | CCA 225 Mental Hygiene (3) LEC 001 tr 3:30- 4:20 pm                                     |
|            | LEC 002 w 6:25- 9:05 pm  ANTHROPOLOGY   |
|            | ANT 201 General Anthropology (3)  |
|            | LEC 001 mwf10:00-10:50 am<br>LEC 002 tr2:00-3:15 pm                                     |
|            | LEC 003 mwf 2:00- 2:50 pm<br>LEC 004 tr 4:55- 6:10 pm                                   |
|            | ANT 202 Comp. Study of Cult. (3)<br>LEC 001 mwf12:00 noon-12:50 pm                      |
|            | LEC 002 tr 6:25- 7:40 pm  |
|            | EDUCATION   |
| 1          | EDU 201 Intro. to Education (3)<br>LEC 001 tr 4:55- 6:10 pm                             |
|            | LEC 002 m 6:25- 9:05 pm   |
|            | EDU 211 Educational Psychology(3)<br>LEC 001 t 4:55- 7:25 pm                            |
| •          |   |

# GEG 101 World Geography LEC 001 mwf..... 4:55- 5:45 pm **PSYCHOLOGY** PSY 099 Individual Developm't (3) LEC 001 tr.....12:30- 1:45 pm LEC 002 mw..... 3:00- 4:15 pm PSY 101 Intro to Psychology LEC 001 mw..... 8:00- 8:50 am DISC 151 t..... 8:00- 8:50 am DISC 152 t..... 9:30-10:20 am DISC 153 r..... 9:30-10:20 am DISC 154 w.....10:00-10:50 am DISC 157 t.....11:00-11:50 am DISC 158 r.....11:00-11:50 am PSY 101 Intro. to Psychology LEC 002 tr..... 3:00- 3:50 pm DISC 161 m..... 2:00- 2:50 pm DISC 162 w..... 2:00- 2:50 pm DISC 164 w..... 1:00- 1:50 pm DISC 165 w..... 3:00- 3:50 pm DISC 166 m..... 3:00- 3:50 pm DISC 167 f..... 1:00- 1:50 pm DISC 168 f..... 2:00- 2:50 pm PSY 101 Intro. to Psychology (3) LEC 003 tr.....11:00-11:50 am DISC 172 w.....11:00-11:50 am DISC 173 w.....10:00-10:50 am DISC 174 f.....10:00-10:50 am DISC 176 w..12:00 noon-12:50 pm DISC 177 f..... 1:00- 1:50 pm DISC 178 f.....11:00-11:50 am PSY 101 Intro. to Psychology (3) LEC 004 mw.....11:00-11:50 am DISC 181 t.....11:00-11:50 am DISC 182 r.....11:00-11:50 am DISC 184 t.....10:00-10:50 am DISC 185 r.....10:00-10:50 am DISC 186 t..... 9:00- 9:50 am DISC 187 r..... 9:00- 9:50 am PSY 101 Intro. to Psychology (3) LEC 005 mw..... 4:55- 6:10 pm LEC 006 tr..... 4:55- 6:10 pm LEC 007 m..... 6:25- 9:05 pm LEC 008 tr..... 6:25- 7:40 pm LEC 009 w..... 6:25- 9:05 pm LEC 010 tr..... 7:50- 9:05 pm LEC 011 mw.... 9:15-10:30 pm LEC 012 tr..... 9:15-10:30 pm LEC 013 t..... 7:00- 9:30 pm Elk Grove H.S. LEC 014 w..... 7:00- 9:30 pm Conant H.S. PSY 145 Psych. in Bus. & Ind. (3) LEC 001 m..... 7:50-10:30 pm

GEOGRAPHY





# **Continuing Education and Extension Courses**

This schedule includes the following:

- A) Non-credit courses on Harper Campus
- B) Credit and non-credit courses at off-campus locations
- C) Credit extension courses offered by four-year colleges and universities on Harper Campus

The college reserves the right to cancel any continuing education or Harper extension course if enrollment for the course is not sufficient. High school students and/or persons under 18 years of age must have parental approval in a continuing education course.

# Continuing Education, Non-Credit

# REGISTRATION

Begins August 21, 1972

In Person - A student can register for any continuing education, non-credit course by coming to Building A, Continuing Education, between the hours of 4:00-9:00 p.m., Monday through Thursday and 9:00 a.m.-12:00 Noon on Saturdays. There will be no registration on Fridays. To complete registration, it is necessary to know your social security number and to show evidence of your residence in the district.

By Mail - Simply complete the Continuing Education Registration Form at the bottom of this page and mail along with your check or money order to:

Office of Continuing Education William Rainey Harper College Algonquin and Roselle Roads Palatine, Illinois 60067

Make check or money order payable to Harper College. Be sure to include the \$1.00 parking sticker fee and the lab fee (if applicable) with the tuition fee. Receipts will not be given for mail registration. Your cancelled check is your receipt.

# FEES

The tuition for a continuing education, non-credit course is shown at the end of each course description. The amount of tuition will vary from one course to another depending on the cost of operating the course.

# REFUNDS

There is a 100% refund for registrations cancelled before the first class meeting. There is a 50% refund for registrations cancelled after the first but before the second class meeting. There are no refunds after the second class meeting.

### PARKING

Parking registration and fees will also be completed at the time of registration. The parking fee of \$1.00 per semester is payable only for classes attended on the Harper campus. For more information concerning continuing education courses, please telephone 359-4200, extension 301.

### "BUSINESS CENTS"

CEB032-001 HOW TO MANAGE YOUR BUSINESS

Lecture-discussion series on problems and solutions in managing a small business. 8:05 pm-10:05 pm, Rm. F326 Weds. 9/13 - 11/1/72 In District \$12.00, Out \$33.85

CEB011-001 FUNDAMENTALS OF INVESTING I

An introduction to investing terminology analysis on investment objectives, security analysis, and types of securities.

Tues. 8:05 pm-10:05 pm, Rm. F326 9/12 10/31/72
In District \$12.00, Out \$33.85

CEB012-001 FUNDAMENTALS OF INVESTING II

A continuation of CEB011 Fundamentals of Investing I. The course covers such items as Overthe-Counter, commodities, "puts" and "calls," and special situations. Basic knowledge of the market is required.

Tues. 8:05 pm-10:05 pm, Rm. F326 11/7 - 1/9/73
In District \$12.00, Out \$33.85

CEB033-001 INVESTMENT FOR THE SMALL BUSINESS OWNER

This workshop-seminar is packed full in eight exciting and profitable weeks exploring available types of investments as they relate to the small businessman and his particular problems.

Wed. 8:05 pm-10:05 pm, Rm F326

11/8 - 1/10/73

In District \$12.00, Out \$33.85

# CEB016 INTRODUCTION TO REAL ESTATE

A course in fundamentals for those seeking an acquaintance with real estate practice or wishing to prepare for the Illinois Real Estate License Examination.

Thurs. 7 pm-9:30 pm, Rm D235
SEC 001 9/14 - 11/2/1972
SEC 002 11/9 - 1/11/73
In District \$15.00, Out \$42.31

# CEB018-001 REAL ESTATE AS AN INVESTMENT

Principles of purchasing, developing, and/or selling real estate for profit.

Mon. 8 pm-10 pm, Rm F326

9/11 - 11/13

In District \$12.00, Out \$33.85

# "PROGRAM YOUR FUTURE..."

CEB020-001 FUNDAMENTALS OF DATA PROCESSING

Mechanical and electrical data processing equipment, keypunch card machine and unit record. Study of mechanical and electronic data processing equipment and basic computer concepts. Thurs. 6 pm-8 pm, Rm. D213 9/14 - 11/2/72 In District \$12.00, Out \$33.85

# CEB021-001 COMPUTER OPERATOR

Prepare for a career as a computer operator with thirty-two hours of instruction and supervised practice on operating the IBM System 360, Model 40.
Sat. 8 am-10 am, Rm. Al01
Tues. 6 pm-8 pm, Rm. F306
9/12 - 10/31/72
In District \$24.00, Out \$67.70
Lab Fee \$3.00

# CEM001-001 INTRODUCTION TO BASIC FORTRAN

Flow charting, arithmetic assignment, statement loops, and subroutines.
Sat. 9 am-12:00 noon, Rm. Al04
11/11 - 1/13/73
In District \$12.00, Out \$33.85

CEC 020-001 SPEECH FOR BUSINESS & INDUSTRY

A course designed to develop speaking skills needed in small groups and other types of business meetings.
Thurs. 8 pm-10 pm, Rm. D213
11/9 - 1/11/73
In District #12.00, Out \$33.85

# "OFFICE SKILLS"

# CEB022 BEGINNING KEYPUNCH

Eight weeks of lecture-lab which prepares the student to operate a standard keypunch machine. SEC 001 Tues. 7 pm-10 pm, Rm. A101 9/12 - 10/31/72 SEC 002 Wed. 7 pm-10 pm, Rm. A101 9/13 - 11/1/72 In District \$18.00, Out \$50.78 Lab Fee \$3.00

# CEB023 ADVANCED KEYPUNCH

This course is designed for those with experience on the keypunch machine who wish to develop greater speed and accuracy.

SEC 001 Tues. 7 pm-10 pm, Rm. Al01 11/7 - 1/9/73

SEC 002 Wed. 7 pm-10 pm, Rm. Al01 11/8 - 1/10/73

In District \$18.00, Out \$50.78

Lab Fee \$3.00

### CEB006-001 SECRETARIAL REFRESHER WORKSHOP

For the returning secretary, a review of modern methods and procedures plus work on electric typewriters, dictating and transcribing machines, data processing, and shorthand.

Sat. 9 am-12 noon, Rm. F346
9/16 - 10/14/72
In District \$12.00, Out \$33.85
Lab Fee \$3.00

# CEB 008-001 TYPING REFRESHER

Designed for the person returning to the work force or the individual with an eye toward promotion, this course will review tabulation, manuscript and letter forms, speed building, etc. Previous knowledge of the keyboard is required. Sat. 9 am-12 noon, Rm. F346 12/9 - 1/27/73
In District \$12.00, Out \$33.85
Lab Fee \$3.00

# CEB009-001 SHORTHAND REFRESHER

A thorough review of Gregg shorthand theory and forms for those desiring to increase their skill and speed or those who have not used their shorthand for a while. Sat. 9 am-12 noon, Rm. F346 10/21 - 12/2/72 In District \$12.00, Out \$33.85 Lab Fee \$3.00

# "MEDICINE"

# CEL085-001 MEDICAL TERMINOLOGY

A refresher or a beginning course for medical secretaries, assistants, and nurses who desire to learn the terms for employment in a hospital, clinic, or doctor's office.

Thurs. 8 pm-10 pm, Rm. 277
9/14 - 11/2/72
In District \$12.00, Out \$33.85

|                           | CONTINUI          | NG EDUCATION REGISTRAT  | TION FORM       |             |
|---------------------------|-------------------|---|-----------------|-------------|
| Social Se                 | curity Number     | Telephone   |                 | 10          |
|                           |                   |   |                 | 13          |
| 1 Mr<br>2 Miss _<br>3 Mrs | Last              | First   |                 | Middle      |
| Address:                  |                   | Number and Street   |                 |             |
|                           | City              |   | State           | Zip Code    |
| COURSE                    | COURSE<br>SECTION | COURSE TITLE  | TUITION         | LAB FEE     |
|                           |                   |   |                 |             |
| Signature Date            |                   |   |                 |             |
| Remember                  | to enclose a che  | eck or money order<br>e \$1.00 parking fee<br>the following infor | . If parking fe | ees are en- |

\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Model\_

\_ License # \_\_

CEB090-001 CLU-1 - INDIVIDUAL LIFE AND HEALTH INSURANCE

This course is designed to provide the C.L.U. candidate with a firm foundation in the human life value concept and the role of life and health insurance in meeting economic security needs; types of individual and special life and annuity contracts; individual health insurance contracts, including disability and medical expense insurance and the arithmetic of life insurance as related to premiums, reserves, nonforfeiture values, surplus and dividends. Mon. 6 pm-8 pm, Rm. F306 9/11 - 1/22/73
In District \$24.00, Out \$67.70

CEB092-001 CLU 111 - GROUP INSURANCE AND SOCIAL INSURANCE

Course 3: Everyone pursuing a career in life and health insurance should master this course analysis of group life and group health insurance including disability income and medical expense plans, marketing, underwriting, reinsurance, premiums, and reserves. This course also discusses significant social economic problems related to old age, unemployment and disability, and security methods that have been developed to meet these problems.

Mon. 8:05 pm-10:05 pm, Rm. F306 9/11 - 1/22/73

# CEB94-001 CLU V - INCOME ESTATE & GIFT TAXATION

In District \$24.00, Out \$67.70

Studied in this course are the federal income, estate and gifted tax systems with particular references to the usage of life insurances and annuities. The course also deals with sole proprietorships, partnerships, and corporations, the taxation of trust and other sources and state death taxes.

Wed. 6 pm-8 pm, Rm. F306
9/13 - 1/10/73

CEB096-001 CLU VII ACCOUNTING & FINANCE

In District \$24.00, Out \$67.70

In this course essential knowledge is acquired in basic accounting principles including data accumulation systems, income measurements, valuation of assets and liabilities, and financial statement analysis. Also the course discusses business financial activities related to budgeting, long term financing, and other items which will help the C.L.U. candidate to better appreciate how life and health insurance fit into the financial structure of a busi-

ness. Wed. 8:05 pm-10:05 pm, Rm. F306 9/13 - 1/10/73 In District \$24.00, Out \$67.70

# CEB098-001 CLU IX - BUSINESS INSURANCE

This course discusses business uses of life and health insurance including partnership and corporation continuation problems and their solution through use of buy-sell agreements properly funded to preserve distribute business values. Also included are other business uses of life and health insurance and a section on human behavior and ethics in life underwriting.

Sat. 9:30 am-11:30 am, Rm. F306 9/16 - 1/13/73

In District \$24.00, Out \$67.70

# CEL080-001 MEDICATION TRAINING FOR NURSES

For licensed practical or registered nurses who need a review, a 16 week course in medication technique.

Tues. & Thurs. 7 pm-10 pm, Rm. D172 9/12 - 1/11/73
In District \$81.00, Out \$228.48



# CHARTERED LIFE UNDERWRITERS

# INSURANCE COURSES

In cooperation with the American College of Life Underwriters, Harper College offers the series of ten study-courses which correspond to the ten examinations required for the awarding of the C.L.U. designation. Enrollment in these courses is intended to help the student prepare for the C.L.U. examinations. Mere completion of the courses does not entitle the student to the C.L.U. title. The student must pass the examinations given by the American College of Life Underwriters. Examination dates, times and places will be announced in class. Courses offered during the fall semester are listed in the column to the left.

# ABULT BASIC EDUCATION

ALL COURSES IN ADULT BASIC

EDUCATION ARE FREE.

CEC025 READING DEVELOPMENT

This class provides individualized instruction for those who lack basic reading skills or need to improve their reading vocabulary, comprehension and speed. Instruction is aimed at those who have never completed the 8th grade, or a course on English As A Second Language. This course is not intended for those who are going to take a GED review course.

SEC 001 Tues. & Thurs., Rm., A241 8:10 pm-9:40 pm Classes begin September 12. Students may enroll September 6 through 8 from 6:30 to 8:30 pm.

# CEC002 LANGUAGE DEVELOPMENT

English as a second language for people who speak another language and wish to learn or improve their English speaking, reading and writing skills. Students are grouped according to speaking ability. SEC 001 Mon. & Wed., Rm. A241 6:30 pm-9:30 pm
Classes begin September 11. Students may enroll September 6 through 8, from 6:30-8:30 pm. SEC 002 Tues. & Thurs., Rm. A241 9:00 pm-11:30 pm
Classes begin September 12. Students may enroll September 6 through 8 from 9:00-11:00 am in Room A362.

CEC001 001 ENGLISH AS A SECOND LANGUAGE

For multi-lingual people who want to improve their ability to write and speak the English language in preparation for regular college courses.

Monday, Wednesday and Friday Room F132, time to be arranged In District \$48.00, Out \$135.40

CEC002 INTENSIVE COURSE IN LANGUAGE DEVELOPMENT

The student must devote at least five hours weekly to individual study in addition to the meeting time with an instructor.

SEC 003 Tuesday, 11:30 am-12:30 pm or Thursday, 1:30 pm- 2:30 pm Classes begin September 12.

Students may enroll in Room A362 from 9:00 to 11:00 am, September 6 through 8.

CES 006 CITIZENSHIP TRAINING

For those wishing to study the basics of United States History and Government and become citizens of the United States.

Tuesdays, 6:30 pm-8:00 pm
Classes begin September 12
Students may enroll in Room A241
from 6:30 pm to 8:30 pm, September 6 through 8.

CEM 005 BASIC MATHEMATICS

This class provides individualized instruction for those who wish to learn or improve computational skills. Areas covered include addition, subtraction, multiplication, division, decimals, fractions, and the practical application of mathematics. Classes meet on Thursdays from 6:30-8:00 p.m. and begin September 14, 1972. Students may register September 5-7 from 6:00 to 8:00 p.m.

Students may enter any of these classes at any time during the semester. Late registration can be arranged by phoning Mrs. Lopez, 359-4200, extension 265.

LOCATION OF CLASSES TO BE ANNOUNCED AT THE TIME OF REGISTRATION

Tuesdays 9/12/72-1/9/73

# In District \$12.00, Out \$33.85

CES008-001 PIAGET METHOD

9/12 - 10/31/72

For parents and teachers, an eight week survey of the principles of the Piaget approach to teaching. Tues. 8:05 pm-10:05 pm, Rm. D213 11/7 - 1/9/73
In District \$12.00, Out \$33.85

"SCHOOL DAYS"

CES009-001 MONTESSORI METHOD

For parents and teachers, an eight

week survey of the principles of the Montessori approach to teach-

Tues. 8:05 pm-10:05 pm, Rm. D213

# "COME FLY WITH ME"

CEE015-001 GROUND AVIATION

Preparation for the FAA written exam for the private pilot or commercial rating. Covers meteorology, navigation, traffic control, communications, etc.
Mon. & Wed., 7 pm-10 pm, Rm. D213
9/11 - 11/13/72
In District \$36.00, Out \$101.55

CEE016-001 INSTRUMENT RATING

Preparation for the FAA written examination in instrument rating. Includes instrument landing systems.

Mon. & Wed., 7 pm-10 pm, Rm. D 213 11/20 - 1/22/73
In District \$36.00, Out \$101.55

# "TONGUE TWISTERS"

CEC005-001 CONVERSATIONAL GERMAN

The conversational approach is employed in this beginning course in German. The vocabulary studied is geared to the interests and needs of the class members.

Tues. 8 pm-10 pm, Rm. F306
9/12 - 11/14/72
In District \$15.00, Out \$42.31

CEC003-001 CONVERSATIONAL SPANISH

Learn to communicate in Spanish through the conversational approach.

Tues. 6 pm-8 pm, Rm. F306

11/7 - 1/23/73

In District \$15.00, Out \$42.31

CEC007-001 CONVERSATIONAL FRENCH

A beginning course in French employing the conversational approach. The vocabulary study is geared to interests and needs of the class members.

Thurs. 6 pm-8 pm, Rm. D213
11/9 - 1/15/73
In District \$15.00, Out \$42.31

# "MOTHER NATURE"

# CEL015-001 PESTICIDES

The identification of common noxious weeds, plant pests, and fungus diseases in plants. Special attention will be given to the properties of chemical controlling agents and the proper application and the use of chemicals.

Wed. 7 pm-9 pm, Rm. D277
9/13 - 11/1/72
In District \$12.00, Out \$33.85

CEL013-001 HOME LANDSCAPE DESIGN

Instruction and practice in designing the landscape best suited for your home.
Thurs. 8 pm-10:30 pm, Rm. F326
11/9 - 1/25/73
In District \$15.00, Out \$42.31

CEL019-001 ENVIRONMENTAL POLLUTION

Eight-week lecture-discussion series of the elements and perils of environmental pollution.

Mon. 8 pm-10 pm, Rm. F326
11/20 - 1/22/73
In District \$12.00, Out \$33.85

# C.L.E.P. SEMINAR

# College-Level Examination Program

CES 060-001

ROOM D 235

7:00 - 10:00 P.M.

Did you know that you can earn up to 27 college credits by successfully completing all five of the General Examinations in the C.L.E.P. program? This is your chance to get solid college credit for all of those years of self-study and life experience. To help you get psychologically prepared to take the examinations, Harper College offers a seminar of counseling and practice testing for C.L.E.P. General Examinations. The counselor will review test results with the student and assist him in applying for college credit. For additional information, phone Dr. Gary Rankin, ext. 341.

Don't waste another minute! Take advantage of this outstanding opportunity! Register NOW!!!

In District \$36.00, Out \$101.55

# "ZAP!..BAM!..POW!"

CEL005-001 JUDO & SELF-DEFENSE I

History of the sport, methods of falling, throwing, counters, pins, chokes, locks, competitive rules, and Japanese terminology. Includes self-defense moves. Mon. 7:30 pm-9:30 pm, Fldhse. 9/11 - 11/13/72 In District \$12.00, Out \$33.85 Lab Fee \$1.00

CEL006-001 JUDO & SELF-DEFENSE II

A continuation of Judo and Self-Defense I. Mon. 7:30 pm-9:30 pm, Fldhse. 11/20 - 1/22/73 In District \$12.00, Out \$33.85 Lab Fee \$1.00

CEL003-001 KARATE I

Empty hand defense. Includes blocks, kicks, strikes, and forms. Loose fitting clothes recommended. Wed. 7:30 pm-9:30 pm, Fldhse 9/13 - 11/1/72 Tuition \$15.00 Lab Fee \$1.00

CEL004-001 KARATE II

A continuation of Karate I. Wed. 7:30 pm-9:30 pm, Fldhse. 11/8 - 1/10/73 Tuition \$15.00 Lab Fee \$1.00

# "GET IN SHAPE"

# CELO01-001 PHYSICAL FITNESS

Co-educational course geared to provide information on physical fitness and participation in jogging, basketball, volleyball and other activities. Thurs. 7:30 pm-9:30 pm, Fldhse. 11/9 - 1/11/73 In District \$12.00, Out \$33.85

CEL040-001 GOLF

Develop and improve your skill on the links as you study the grip, stance, swing, and club selection used by the best of the duffers. (Students must provide own equipment.)

SEC 001 Tues. & Thurs. 6 pm-7 pm, Arlington Tower 9/12 - 10/12/72 SEC 002 Tues. & Thurs. 7 pm-8 pm 9/12 - 10/12/72 Tuition \$9.00

# CEL035-001 TENNIS

Develop your timing, set your serve, strengthen your swing, and improve your score in singles and doubles play. SEC 001 Tues. & Thurs., 6 pm-8 pm 9/12 - 10/12/72 SEC 002 Mon. & Wed., 6 pm-8 pm 9/11 - 1/11/73 Tennis Courts Tuition \$18.00

# "POT POURRI"

# CEH011-001 TEXTILE DESIGN

Design and processes as applied to textiles. Includes elementary printing techniques, batik, tiedye, block prints and silk screen. Thurs. 7 pm-10 pm, Rm. C203 9/14 - 11/2/72 In District \$18.00, Out \$50.78 Lab Fee \$3.00

CEE006-001 TV REPAIR

Valuable techniques and hints that will save you many dollars in TV repair costs. Mon. 7 pm-9 pm, Rm. D149 9/11 - 11/13/72 In District \$12.00, Out \$33.85

CEC009 HUMAN POTENTIAL SEMINAR

Discover your strengths, understand your achievement patterns, and plan action to reach your goals. Mon. 7 pm-9 pm, Rm. A343 SEC. 001 - 9/11 - 11/13/72 SEC. 002 - 11/20 - 1/22/73 In District \$12.00, Out \$33.85

CEH040-001 CALLIGRAPHY I

Learn how to write in the style of the italic handwriting of the 4th and 5th centuries. Thurs. 7 pm-9 pm, Rm. Cl01 9/14 - 11/2/72 In District \$12.00, Out \$33.85

CEH041-001 CALLIGRAPHY II

Advanced practice and study of calligraphy with emphasis on italic capitals, a broad and a small nib pen, and uncial script. Thurs. 7 pm-9 pm, Rm. C101 11/9 - 1/11/73 In District \$12.00, Out \$33.85

CEH031-001 THE LIFE OF JESUS CHRIST

Life of Jesus: An examination of the teachings and major events in the life of Jesus. The history and culture of the period will be discussed as they are relevant to understanding the meaning and ap-plication of Jesus' sayings and deeds. The relevance of His life to today's world will also be considered. The course will include a discussion of the origin, reliability and transmission of the Gospels.

For more information on the course and instructor call Max Rosenquist, 358-0761.

Thurs. 8 pm-10 pm, Rm. D213 9/14 - 11/16/72 In District \$15.00, Out \$42.31

CES046 INVESTIGATION INTO IDENTITY

We will offer:

Speakers, Small Group Discussion and Testing (Optional)

So you can -- To find --

LEARN

SELF-AWARENESS

SELF-IDENTITY

EXPERIENCE

SELF-UNDERSTANDING

INTERACT

The Investigation Into Identity Program is designed to offer you an opportunity to examine your life and your self. Its aim is to help you know and strengthen the person you are, beyond the roles you have been asked to play

by society. Today's woman has reason to be confused. The concept of the role of woman is changing rapidly in our society. Her personal role changes as her children mature and her husband advances. She is asked to lead several lives during her lifespan. It can become in-creasingly difficult for her not

to lose contact with her real self - the person she is beneath her The Investigation Into Identity is not a program for the woman with deep emotional problems. It is not designed to "liberate," change or promote any one way of life. Its aim is to help you better understand yourself so that you can find

your personal answers to your personal needs.

The subject matter of the program will always be you and never an ideal we feel you should be. We vill not be so general that we do not touch you. We will not be so specific that we crowd you. Rather we will attempt to help you probe deeply into yourself that you can choose how best to live your life as you. By sharing this experience with others, we feel you will learn what you cannot learn alone.

The Investigation Into Identity Program will be held in Room A241:

SEC 001, Tues. & Thurs. 9:00 am - 11:45 am September 19 - October 17, 1972

SEC 002, Mon. & Wed. 7:00 pm - 9:45 pm September 18 - October 16, 1972 In District \$15.00, Out \$42.29 Optional Testing Fee: \$25.00

CES047 EXPANDING SOCIAL AWARENESS

The Expanding Social Awareness Program is designed to offer you an opportunity to examine your response to social change. It is a psychological, sociological and philosophical approach to "future shock." The participant in this program would be systematically made aware of his personal orentation to the moral, technological, minority group, anti-authority and other revolutions.

The seminar will offer: Opportunity to examine values and attitudes toward crucial, social and cultural issues. Opportunity to discover new ideas, values, and assumes opportunity to test behaviors in small group interac-

The participant will find: Selfawareness, understanding and identity in respect to social

The Expanding Social Awareness Program will be held in Room A241: Tuesday and Thursday October 24 - November 21, 1972 9:00 am - 11:45 am In District \$15.00, Out \$42.29

HARPER COURSES AT BARRINGTON HIGH

# **NON-CREDIT COURSES**

CEL020 BEGINNING YOGA

Study the Yoga system of exercise for attaining bodily or mental control and well being.
Thurs. Wrestling Gym

Thurs. Wrestling Gym

SEC 001 7 pm-8 pm, 9/14-11/2/72

SEC 002 8 pm-9 pm, 9/14-11/2

SEC 003 7 pm-8 pm, 11/9-1/11/73

SEC 004 8 pm-9 pm, 11/9-1/11/73

In District \$6.00, Out \$16.93

CEL022 ADVANCED YOGA

Advanced study and practice in the Yoga system of exercise for attain-ing bodily or mental control and well being.

Thurs. Wrestling Gym SEC 001 9 pm-10 pm, 9/14-11/2/72 SEC 002 9 pm-10 pm, 11/9-1/11/73 In District \$6.00, Out \$16.93

# CEH021-001 PAINTING I WATERCOLORS

Interpretation and expression through the use of watercolors. Emphasis will be placed on the technical process, drawing and presentation of a finished composition. Tues. 7 pm-9 pm, Rm. B227 11/7 - 1/9/73

In District \$12.00, Out \$33.85

CEH023 002 PAINTING II - OILS

Interpretation and expression through the use of oil paint. Emphasis will be placed on the technical process, drawing, and the use of color. Tues. 7 pm-9 pm, Rm. B227 9/12 - 10/31/72 In District \$12.00, Out \$33.85

CEH015-002 INTERIOR DESIGN & DECORATING

Eight-week course dealing with color, lighting, floor plans, and traffic patterns, conversa-tion areas, treatments of walls, floors, windows, and accessories. Tues. 7 pm-9 pm, Rm. B327 11/7 - 1/9/73 In District \$12.00, Out \$33.85

CEH080-001 GUITAR I

Learn to play the six string guitar in this two-hour, evening instructional program. Bring your own instrument. Thurs. 7 pm-9 pm, Rm. Bl04 9/14-11/2/72 Tuition \$15.00

CEH081-001 GUITAR II

Continuation of the beginning guitar class. Bring your own instrument. Two hours of instruction.

Thurs. 7 pm-9 pm, Rm. Bl04 11/9 - 1/11/73 Tuition \$15.00

CEH035-001 PHOTOGRAPHY

A laboratory course for beginners with emphasis on the types of film, film processing, and en-SEC 001 7 pm-9 pm, 9/12-10/31/72 SEC 002 7 pm-9 pm, 11/7-1/9/73 Tuesdays, Room B228 In district \$12.00, Out \$33.85

CEH001-001 GOURMET COOKING

Classic French gourmet cooking guided by Master Chef Siegfried Stober. Tues. 7 pm-9 pm, Room B326 9/12 - 10/31/72 In District \$12.00, Out \$33.85 Lab Fee \$3.00

CEHO07-001 FOODS OF OTHER LANDS

Explanation of recipes and preparation of special dishes served in European countries. Tues. 7 pm-9 pm, Room B326 11/7 - 1/9/73 In District \$12.00, Out \$33.85

# CREDIT COURSES

SOC 010 INTRODUCTION TO (3-0)SOCIOLOGY Wed., 7 pm-9:40 pm, Room 1033 9/14 - 1/19/73

HARPER COURSES AT RILEY ELEMENTARY SCHOOL

# NON-CREDIT COURSES

CEL020 BEGINNING YOGA

Study the Yoga system of exercise for attaining bodily or mental control and well being.

SEC 005, 7 pm-8 pm, 9/12-10/31/72

SEC 006, 7 pm-8 pm, 11/7-1/9/73 Tuesdays, Rm. Gym In District \$6.00, Out \$16.93

CEL022 ADVANCED YOGA

Advanced study and practice in the Yoga system of exercise for attaining bodily or mental control and well being. SEC 003, 8 pm-9 pm, 9/12-10/31/72 SEC 004, 8 pm-9 pm, 11/7-1/9/73

Tuesdays, Rm. Gym In District \$6.00, Out \$16.93

HARPER COURSES AT COOPER JUNIOR HIGH SCHOOL

NON-CREDIT COURSES

# "BE AN ARTIST"

CEH021-002 PAINTING I - WATERCOLORS

Interpretation and expression through the use of watercolors. Emphasis will be placed on the technical process, drawing and presentation of a finished composition. Wed. 7 pm-9 pm, 9/13-11/1/72

In District \$12.00. Out \$33.85

CEH023-001 PAINTING II - OILS

Interpretation and expression through the use of oil paint. Emphasis will be placed on the technical process, drawing, and the use of color. Wed. 7 pm-9 pm, 11/8-1/10/73 In District \$12.00, Out \$33.85

# CREDIT COURSES

BUS 211-006 BUSINESS LAW I (3-0) Wed. 7 pm-9:40 pm, Rm.

HST 111-005 AMERICAN HISTORY (3-0) TO 1865 Tues., 7 pm-9:40 pm, Room

# HARPER COURSES AT WOODFIELD SHOPPING CENTER

# **NON-CREDIT COURSES**

# CES023-001 ASTROLOGY I

Lecture and discussion of "language," planetary forces, signs, houses, and aspects. Methods of constructing a natal chart. Thurs. 2 pm-4 pm, 9/14-11/2/72 Room A In District \$12.00, Out \$33.85

# CES 024-001 ASTROLOGY II

Lecture and discussion on the process of synthesis, interpret-ing the natal chart (general and particular), and predictive astrology. Thurs. 2 pm-4 pm, 11/9-1/11/73 Room A In District \$12.00, Out \$33.85

# CES018-001 GENEALOGY I

Learn how to trace family history as you study the principles and techniques and the sources available for obtaining the information necessary to trace local and personal history. Thurs. 2 pm-4 pm, 9/14-11/2/72 Room B Tuition \$15,00

# CES019-001 GENEALOGY II

Advanced study of the principles and techniques and the sources available, for obtaining the in-formation necessary to trace local and personal history. Thurs. 2 pm-4 pm, 11/9-1/11/73 Room B Tuition \$15.00

# CEL020-005 BEGINNING YOGA

Study the Yoga system of exercise for attaining bodily or mental control and well being. Please bring a blanket or pad. SEC 007, Thurs., 9:30-10:30 am 9/14 - 11/2/72 SEC 008, Thurs., 10:30-11:30 am 9/14 - 11/2/72 SEC 009, Thurs., 9:30-10:30 am 11/9 - 1/11/73 Room B In District \$6.00, Out \$16.93

# CEL 022-004 ADVANCED YOGA

Advanced study and exercise in the Yoga system of exercise. SEC 005, Thurs., 10:30-11:30 am 11/9 - 1/11/73, Room B In District \$6.00, Out \$16.93

Registration and fees for the following bridge classes must be sent to Mr. Gerry Dempsey, Woodfield Shopping Center.

### BEGINNING BRIDGE

How to play bridge. A course for beginners. No previous knowledge of the game is necessary. Wednesdays, 10:00-12:00 a.m. Schaumburg Room B 9/20 - 11/8/72 Tuition \$15.00

# INTERMEDIATE BRIDGE

Stresses the Charles Goren point count method and consists of both bidding and playing. Emphasis is on correct bridge technique. This course is designed for those with some previous knowledge of the game. Wednesdays, 1:00-3:00 p.m. Schaumburg Room B 9/20 - 11/8/72 Tuition \$15.00

# CEH015-001 INTERIOR DESIGN & DECORATING

Eight-week course dealing with color, lighting, floor plans, and traffic patterns, conversation areas, treatments of walls, floors, windows, and accessories. Thurs. 7 pm-9 pm, Room B 9/14 - 11/2/72 In District \$12.00, Out \$33.85

# CEL011-001 GARDENING & LANDSCAPING

This course covers good gardening horticultural practices, home landscape designing, and mainten-ance. What, where, when, and how to select and plant ecologically adapted trees, shrubs and flowers. Thurs. 7 pm-9 pm 11/9 - 1/11/73 Tuition \$15.00

# CEH050 WEAVING

History and practice in weaving with attention given to spinning, dying, patterning, tapestry, rugs, sumac, designs, and macrame. Thurs., 7 pm-9 pm, 11/9-1/11/73 Room Tuition \$15.00

# CEH 055 CREATIVE STITCHERY

Lecture and practice on the techniques of rya, latch, hooking, needle point, punch hooking, embroidery, Swedish weaving, hairpin lace, and macrame. Thurs., 7 pm-9 pm, 9/14-11/2/72 Room Tuition \$15.00

# HARPER CREDIT COURSES AT PROSPECT HIGH SCHOOL

BUS 101-008 ACCOUNTING I (3-0) Mon. & Wed., 7:00-8:15 pm, Room 102 BUS 102-004 ACCOUNTING II Mon. & Wed., 8:20-9:35 pm,

Room 103 BUS 270-001 PRINCIPLES OF MANAGEMENT

Mon., 7:00-9:40 pm, Room 101

ECO 201-003 PRINCIPLES OF (3-0)ECONOMICS Wed., 7:00-9:40 pm, Room 101

ENG 101-065 COMPOSITION (3-0)Wed., 7:00-9:40 pm, Room 104

# HARPER CREDIT COURSES AT HERSEY HIGH SCHOOL

PSC 201-006 AMERICAN GOVERNMENT Wed., 7:00-9:40 pm, Room 152

BUS 111-008 INTRODUCTION TO (3-0) BUSINESS ORGANIZATION Wed., 7:00-9:40 pm, Room 151

LIT 115-008 FICTION Thurs., 7:00-9:40 pm,

MTH 101-016 FUNDAMENTALS OF (3-0) MATH I Mon. & Wed., 7:00-8:15 pm, Room 153

(3-0)

# HARPER CREDIT COURSES AT CONANT HIGH SCHOOL

PSY 101-014 INTRODUCTION TO (3-0) PSYCHOLOGY 7:00-9:40 pm, Wed., Room 110

# HARPER CREDIT COURSES AT **ELK GROVE HIGH SCHOOL**

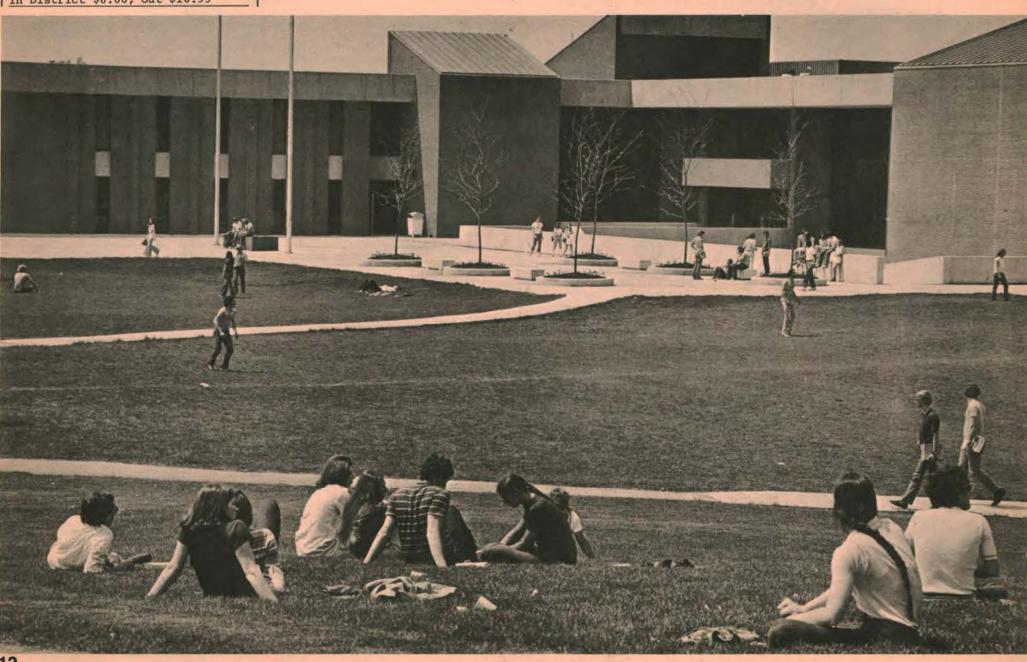
ECO 201-005 PRINCIPLES OF (3-0)ECONOMICS I Thurs., 7:00-9:40 pm, Room 147

SPE 101-020 FUNDAMENTALS OF (3-0) SPEECH COMMUNICATION Wed., 7:00-9:40 pm, Room 145

BUS 101-007 ACCOUNTING I (3-0) Tues. & Thurs., 7:00-8:15 pm, Room 145

BUS 111-007 INTRODUCTION TO (3-0) BUSINESS ORGANIZATION Tues., 7:00-9:40 pm, Room 147

PSY 101-013 INTRODUCTION TO (3-0) PSYCHOLOGY Tues., 7:00-9:40 pm, Room 143



# **ENJOY A MEXICAN HOLIDAY**

All Prices include round trip jet air ticket from Chicago

MEXICO CITY OR ACAPULCO 6 days - 5 nights

Daily Departures from Chicago April 16, through December 12, 1972

MEXICO CITY

Plus \$19 Operational ACAPULCO Fee Per Person Double

Occupancy \$175 Extra Nights \$7 Per

Person

\$197

MEXICO CITY, TAXCO AND ACAPULCO 15 Days - 14 Nights

TWO WEEKS IN MEXICO

14 Days - 13 Nights Only 92¢ an hour

\$285 Plus \$19 Operational Fee Per Person Double

Occupancy\*

Person

Daily Departures from Chicago April 10, through December 10, 1972

Extra Nights \$7 Per

Daily Departures from Chicago April 10, through December 10, 1972

\$289 Plus \$19 Operational Fee Per Person Double Occupancy Extra Nights \$7 Per

Person (\$9 in Taxco)

MEXICO CITY AND ACAPULCO 6 days - 5 nights

Daily Departures from Chicago April 14, through December 14, 1972

\$215 Plus \$19 Operational Fee Per Person Double Occupancy Extra Nights \$7 Per Person

MEXICO CITY, TAXCO AND ACAPULCO 8 days - 7 nights

Daily Departures from Chicago April 12, through December 14, 1972

Plus \$19 Operational \$219 Fee Per Person Double Occupancy Extra Nights \$7 Per Person (\$9 in Taxco)

. ACAPULCO '72 "SWINGER'S" SPECIAL 7 Days - 6 Nights
All Expenses Paid (Except Tips)
"Leave Your Wallet at Home"

Daily Departures from Chicago April 16, through December 11, 1972

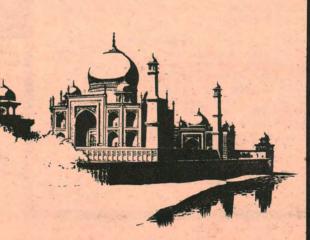
\$285 Plus \$19 Operational Fee Per Person Double Occupancy Extra Nights \$15 Per Person with Meals

# **TOUR INFORMATION**

Name Address\_ \_\_\_\_ Zip Code \_\_\_ City\_\_\_ Please check one: Home Phone Mexico City or Acapulco Mail this blank to: Mexico City and Acapulco Dr. Jack W. Fuller Director of Continuing Mexico City, Taxco and Acapulco Education Harper College Algonquin & Roselle Roads Two Fun Weeks in Mexico Palatine, IL 60067 Acapulco '72 "Swinger's" Special ( )

CES 045 HOW AND WHERE TO TRAVEL ABROAD

Live the world of travel through the eyes of an experienced travel agent. Learn of passports, visas, health shots, restaurants, temperatures, etc. Tuesdays, 7:30 pm-9:30 pm, Rm. A241 10/3 - 10/24/72 Tuition \$7.50



# HARPER COLLEGE IN COOPERATION

WITH CONTINUING EDUCATION, DISTRICT #211

# ANNOUNCES

# TRAVEL-ADVENTURE LECTURE SERIES

If you are planning a vacation in the future, or if you would like to relive one from your past, or if you would like to become more informed on the peoples and places which make up our complex country and world, the Travel-Adventure Lecture Series is the answer. Each of the six sessions consists of a 90 minute colorful film and a well informed lecturer. Season tickets are \$5.00 per person or \$1.00 per lecture per person. Tickets are on sale at the door of each performance and at the Continuing Education Office of Harper College. Tickets and passes may also be purchased through the mail by clipping and completing the coupon shown below and sending it to Harper College, Office of Continuing Education. Don't forget to enclose a check made payable to Harper College for the amount of your purchase. The lectures will be held at Cutting Hall, Palatine High School, 150 East Wood Street, Palatine, Illinois. Each lecture begins at 8:00 p.m.

| Date              | Topic   | Lecturer         |
|-------------------|---|------------------|
| October 17, 1972  | African Safari  | Jim Stewart      |
| November 7, 1972  | Spain   | Ted Bumiller     |
| January 16, 1973  | Jamaica   | Aubert Lavastida |
| February 27, 1973 | South Seas  | Captain Johnson  |
| March 20, 1973    | Greece '  | Frank McGinnis   |
| April 24, 1973    | Country Homes and<br>Cathedrals of<br>England<br>(slide-film present. | Ray Mills        |

| NAME                      | First            | Initia          | 1             | Last     |
|---------------------------|------------------|-----------------|---------------|----------|
| ADDRESS                   | Number           | Street          | City          | Zip      |
| Enclosed programme for a: | please find a c  | heck made payak | ole to Harper | College  |
|                           | ason Pass (\$5.0 |                 | le Admission  | (\$1.00) |

# "THINK SNOW"

CEL 045 SKIING

Beginning and advanced classes. Three lessons in the classroom and five on the slopes. Students must have a copy of their paid fee statement (registration receipt) in possession at the ski area. Free unlimited skiing until closing (11:00 pm). Classes will meet on Wednesdays.

The first three classes will be held on 1/3, 1/10, and 1/17 at Harper College in Room El06. The next five classes will be held at Villa Olivia Country Club, U.S. 20, Bartlett, Illinois on 1/24, 1/31, 2/7, 2/14, and 2/21. Classes will meet from 7:00 to 8:00 pm. Without Equipment Rental, Tuition: \$30.00 With Equipment Rental, Tuition: \$40.00



# UNIVERSITY EXTENSION COURSES

Extension courses from Northern Illinois University and the University of Illinois are offered on the Harper College campus beginning the week of September 11, 1972.

To register for these courses, the student must come to Harper College, Building A, 2nd Floor, Continuing Education Office.
Registration hours are from 4:00 pm-9:00 pm, Monday through Thursday, and 9:00-12:00 Noon on Saturdays. There is no registration on Fridays. A \$1.00 parking fee is payable at the time of registration. For further information regarding these courses, call the Office of Continuing Education, 359-4200, ext. 301.

# NORTHERN ILLINOIS UNIVERSITY

# BUSINESS COURSES

ACCOUNTING 507 - BUSINESS (3) INFORMATION SYSTEMS

An introduction to business information concepts with attention directed to designing and using a business information system. The course emphasizes data communication as well as the administration and control of data files within a business information system.

Thursday, 6:30-9:00 pm, Room F307

FINANCE 607 SEMINAR IN (3) BUSINESS FINANCE

A general seminar which includes financial problems peculiar to business finance, investment management, and bank management. The content depends on current developments in finance. In general, financial problems examined both from the viewpoint of business management and that of the economic system.

Prerequisite: Fin. 320 or 505 or equivalent.

Mondays, 6:30-9:00 pm, Room F307

MANAGEMENT 634 ADMINISTRATIVE (3) THEORY AND PRACTICE

Analysis of cases dealing with administrative problems and simulation studies with a thorough review of the literature dealing with managerial problems.

Prerequisite: MGT 505.

Wednesdays, 6:30-9:00 pm, Rm. F307

FINANCE 500 SURVEY OF BUSINESS (3)

Business economic concepts relevant to an analysis of the environment within which the business firm operates and those economic concepts basic to an analysis of a broad scope of business problems.

Tuesdays, 6:30-9:00 pm, Rm. F307

# LIBERAL ARTS COURSES

HIST 495 AMERICA AND ASIA: (3) THE U.S. AND CHINA IN THE 20th CENTURY

A history of trans-Pacific contacts from the search for a passage to India to the Indo-China War. Special attention given to symbol and myth in history, special interest groups and the development of America's relations with idustrially mondernizing and traditional agrarian societies.

Mondays, 6:30-9:00 pm, Rm. D235

# **EDUCATION COURSES**

500 SOCIAL FOUNDATIONS OF (3)

Social forces influencing American education; basic educational tradition as reflections of American culture; the school and cultural change; educational issues and the sources of conflict in American culture. Monday, 6:30-9:00 pm, F342

551 SCHOOL ORGANIZATION AND (3)

A basic course in organization and administration. Develops a philosophy for school administration and understanding of the following areas of school administration: curricula, pupil administration, supervision, public relations, finance, executive efficiency.

Tuesday, 6:30-9:00 pm, F342

516 MENTAL HEALTH IN THE (3 SCHOOL

Study of mental health concepts, research, and the dynamics of normal human behavior with emphasis on the use of these data by counselors and other school personnel.

Wednesday, 6:30-9:00 pm, F342

572 SCHOOL-COMMUNITY (3 RELATIONS

The responsibility of the school to offer leadership and interpret home-school-community relationships. The task of surveying and utilizing community resources, studying promising programs and practices, and evaluating educational criticism.

Thursday, 6:30-9:00 pm, Rm. F342

# UNIVERSITY OF ILLINOIS COURSES TO BE ANNOUNCED

For information about courses to be taught on the Harper campus, telephone the Chicago Circle Extension Office, 996-8560.





# MANAGEMENT SEMINARS AND WORKSHOPS

For three years Harper College has successfully conducted seminars and workshops for managers seeking to increase their job effectiveness. These seminars are designed for the manager and supervisor in business, education, government, health and other fields. The pri-mary purpose of these seminars is

- -- help managers do a better job in their current assignment,
- -- prepare them for the job ahead.
- -- give them new perspectives through exposure to peers in a wide range of business.

Our programs focus on helping the manager understand and apply "on the job" those principles and techniques designed to improve job performance. Harper College, guided by our Industrial Steering Committee, is pleased to present these programs which provide lo-cal organizations with an oppor-tunity to receive the highest quality training opportunities while avoiding the expense of travel and high registration fees -- not to mention loss of time to companies sending their managers to seminars at distant locations.

# REGISTRATION

Enrollment in these programs is limited, so please register now by completing the registration form which appears in this schedule. Send it to the Community Services office, A362, at Harper College, or phone 359-4200, ext. 248.
Except where noted, this program begins with coffee and rolls from 8:30-9:00 am and runs to 4:00 pm.

# MANAGEMENT DEVELOPMENT PROGRAM

Listed below are the seminars which make up this program for middle and upper level managers who seek the highest degree of success and competence on the job. Companies and organizations are encouraged to enroll their managers in all five of these seminars if they so desire. Individuals attending all seminars will re-ceive a certificate of recognition at the completion of the program. The registration fee for the complete program is \$225.00.

# MANAGEMENT BY OBJECTIVES

Art Deegan University of Michigan

September 19-20, 1972 Fee: \$80.00

Dr. Deegan introduces management by objectives, which can help the participant learn a system that transforms paper-work and misunderstanding into a dynamic performance planning program. This seminar is a "must" for every manager seeking to improve his individual effectiveness.

Dr. Ron Brown University of Minnesota

October 5, 1972 Fee: \$40.00

Dr. Brown presents a unique approach to the most important elements of communication -listening and persuasion.

# MOTIVATION

Don Beveridge Beveridge & Associates

October 24, 1972 Fee: \$40.00

To motivate - that particular skill which seems inborn in some men; that specific phenomenon for which each manager craves. When people are motivated everyone does benefit: the company through profits; the manager, through achievement and successful job performance; and the person who has been motivated through achievement, recognition, job performance, and job satisfaction. Specific ingredients are mandatory for motivation. Insuring that these ingredients are present will make you one of those revered men--a manager who motivates.

THE ART AND SKILL OF DELEGATION

Larry Steinmetz University of Colorado

November 6, 1972 Fee: \$40.00

Delegation is a vital process for decision-making, effective use of time and overcoming factors of complexity. This seminar will focus on the authority basis for delegation. Our objective is to improve the delegator's delegation skills and related competencies.

### TEAM BUILDING

Herb Cohen Performance Management, Inc.

December 1, 1972 Fee: \$40.00

The higher up the organizational ladder the manager goes, the more he is required to deal with the subjective realities of organizational life. This seminar will help the participant to become a more effective performer by learn-ing the techniques of building an effective management team.

# SUPERVISORY DEVELOPMENT PROGRAM

The following program is designed for the first-line supervisors newly appointed to their jobs or without formal introduction to management objectives and theory. Companies and organizations are encouraged to enroll their firstline supervisors in this complete training program. Individuals may enroll in single workshops; however, certificates will be awarded only to participants who attend all five sessions. The registration fee for the complete program

THE ART AND SKILL OF EFFECTIVE LEADERSHIP

Elton Reeves University of Wisconsin

September 14, 1972 Fee: \$40.00

This workshop stresses leadership skills, the dynamics of human behavior, and the role of the supervisor as a member of the management team.

IMPROVING COMMUNICATIONS SKILLS

Lloyd Peyton Central Life Assurance Co.

October 10, 1972 Fee: \$40.00

This seminar introduces the role of communications in the work setting, concepts of listening, persuasion, and techniques of communication at the first line level.

Dr. Michael L. Moore Michigan State University

October 26, 1972 Fee: \$40.00

A supervisor's effectiveness is determined by maximum use of his assets in the time he has available. Research has shown that the proper management of time contributes more to effectiveness than any other factor.

EMPLOYEE RELATIONS -- DISCIPLINE AND WORK RULES

Earl Wyman University of Wisconsin

November 9, 1972 Fee: \$40.00

This seminar introduces the fundamentals of psychology and motiva-tion that the first line supervisor should know as he relates to employees. The practical realities of person-to-person relationships will be explored.

IMPROVING COACHING AND DEVELOPMENT

Norm Allhiser University of Wisconsin

December 7, 1972 Fee: \$40.00

The critical roles of first-line supervisors in coaching and de-veloping his workers will be emphasized in this workshop. The importance of performance appraisal and techniques for effective performance appraisal will be introduced.

# SPECIAL MANAGEMENT TOPICS

JOB ENRICHMENT & PRACTICAL MOTIVATION STRATEGIES

Herbert A. Cohen Performance Management, Inc.

> January 4-5, 1973 9 a.m. to 4 p.m. Fee: \$80.00

Fred Herzberg has said that the ratio of knowledge of motivation to speculation about motivation is dismal. However, this ratio has not dampened the enthusiasm for new forms of motivation snake oil. This workshop will focus on the variety of practical motivation strategies (including job enrichment) for getting economic gain and job satisfaction.

Companies are encouraged to bring teams to this seminar in order to work out strategies for specific jobs. This will be a practical workshop dealing with your real job designing and motivation problems.

WHAT YOU ALWAYS WANTED TO KNOW ABOUT COMPUTERS BUT WERE AFRAID TO ASK

Institute for Advanced Technology Control Data Education Institutes Oct. 19 & 20, 1972, 9 a.m.-4 p.m. Building A, Room 315 Fee: \$120.00

The objective of this seminar is to familiarize the participant with computer capabilities, internal functioning of the computer department, the effects of the computer on the individual worker, and to forecast future computer developments. Computer hardware, software, processing modes, and other topics will be introduced.

# MANAGEMENT BY OBJECTIVES

Art Deegan - University of Michigan November 29 and 30, 1972 Fee: \$80.00

Dr. Deegan introduces Management by Objectives which can help the participant learn a system that transforms paperwork and misunderstanding into a dynamic performance planning program. This seminar is a "must" for every manager seeking to improve his individual effectiveness.



# SEMINAR AND WORKSHOP REGISTRATION

| Please register t                        | he following per  |
|--|-------------------|
| sons for the foll                        | lowing program:   |
|  |                   |
|  |                   |
| Seminar                                  |                   |
| Nama                                     | Date              |
| Name                                     | The second second |
| Address                                  |                   |
| 11442 000                                |                   |
| Later Mills                              | L- West           |
|  | The transmitted   |
| Phone                                    |                   |
|  |                   |
| M-                                       |                   |
| Seminar                                  |                   |
| May - 1                                  | Date              |
| Namo                                     |                   |
| Name                                     |                   |
| Maria Cara Cara Cara Cara Cara Cara Cara |                   |
| 222                                      |                   |

Seminar Date

Phone\_

Phone\_

Seminar Name

Address\_\_\_\_

Check enclosed. (Make checks payable to Harper College.)

Registration for Management Seminars cancelled less than one week prior to seminar are subject to \$10.00 charge.

Cut out and mail to:

Dr. David A. Groth Office of Evening and Continuing Education William Rainey Harper College Algonquin and Roselle Roads Palatine, IL 60067 Phone: 359-4200, Ext. 248