



Division of  
**GENERAL REGISTRATION**  
1969-1970

v.61  
no.2  
April  
1969  
c.2



378.783  
So87.1

TATE UNIVERSITY, BROOKINGS, SOUTH DAKOTA 57006



3 1574 50265 3980

## UNIVERSITY CALENDAR — 1969-70

The regular University Year is Divided into Fall and Spring Semesters of approximately seventeen weeks each. The Summer Session is eight weeks.

## 1969 FIRST SEMESTER

- Sept. 7, 8, 9, Sun., Mon., Tues.—New Student Days.  
 Sept. 10, 11, Wed., Thurs.—Registration.  
 Sept. 12, Fri.—Beginning of Classes.  
 Sept. 19, Fri.—Last day to initiate registration.  
 Sept. 26, Fri.—Last day to add a course.  
 Oct. 14, Tues.—Last day to submit a graduation card.  
 Oct. 14, Tues.—Last day for make-up exams to remove undergraduate incompletes. Grades due for removal of incompletes in Admissions and Records Office on Oct. 16, Thursday.  
 Oct. 18, Sat.—Hobo Day, University of South Dakota.  
 Oct. 20, Mon.—No Classes.  
 Nov. 5, Wed.—Fall term deficiency reports due.  
 Nov. 11, Tues.—A holiday—Veterans Day.  
 Nov. 19, Wed.—Last day course may be dropped without a grade.  
 Nov. 26, Wed.—Classes close at 12:30, Thanksgiving Recess.  
 Dec. 1, Mon.—Classes resume.  
 Dec. 19, Fri.—Classes close at 12:30, Christmas Recess.

## 1970

- Jan. 5, Mon.—Classes resume.  
 Jan. 16, 17, 19, 20, 21, Fri., Sat., Mon., Tues., Wed.—Semester Exams.  
 Jan. 23, Fri.—Grades due at 10:00 a.m.  
 Jan. 24, Sat.—Graduation at 10:00 a.m.

## 1970 SECOND SEMESTER

- Jan. 26, 27, Mon., Tues.—Registration.  
 Jan. 28, Wed.—Beginning of Classes.  
 Feb. 4, Wed.—Last day to initiate registration.  
 Feb. 11, Wed.—Last day to add a course.  
 Feb. 27, Fri.—Last day to submit graduation cards.  
 Feb. 27, Fri.—Last day for make-up exams to remove undergraduate incompletes. Grades due for removal of incompletes in Admissions and Records Office on March 3, Tuesday.  
 Mar. 20, Fri.—Spring term deficiency reports due.  
 Mar. 25, Wed.—Last day of classes—Easter Recess.  
 Mar. 31, Tues.—Classes resume.  
 April 3, Fri.—Last day course may be dropped without a grade.  
 May 22, 23, 25, 26, 27, Fri., Sat., Mon., Tues., Wed.—Semester Exams.  
 May 29, Fri.—Grades due at 10:00 a.m.  
 May 31, Sun.—Eighty-fourth annual commencement, 7:30 p.m.

## 1970 SUMMER SESSION

- June 8, Mon.—Registration.  
 June 8, Mon.—Beginning of Classes at 1:00 p.m.  
 July 31, Fri.—Summer Session closes.  
 Aug. 1, Sat.—Graduation at 7:30 p.m.

## 1969-70 CALENDAR

June, 1969						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July, 1969						
S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August, 1969						
S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September, 1969						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October, 1969						
S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November, 1969						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December, 1969						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 1970						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February, 1970						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March, 1970						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April, 1970						
S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May, 1970						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June, 1970						
S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July, 1970						
S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August, 1970						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September, 1970						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

# DIVISION OF GENERAL REGISTRATION

RAYMOND Y. CHAPMAN, Dean of Student Personnel and  
Director of Terminal Courses

The Division of General Registration is concerned with the classification of students who do not enroll in one of the six colleges. The following general areas are included in this division: (1) No-preference (undecided students), (2) Pre-professional, and (3) Terminal program.

## NO-PREFERENCE

The General Registration Division provides an opportunity for students to begin college level work without declaring a major. Students who enroll under this classification are assisted by faculty advisers in planning a basic college program and are encouraged to explore various fields of study. These students especially are invited to avail themselves of the guidance and counseling services offered through the Student Personnel Office. Students are permitted to enroll under General Registration classification for two academic years.

The prospective General Registration student may gain some understanding of the type of program taken in this division by reviewing the proposed freshman year schedules outlined below. It should be emphasized that these are suggested programs only. Each student who enrolls will work with his faculty adviser to plan his program to meet his own interests and needs. Normally, however, these interests and needs are reflected in the courses taken under the elective portion of the program. It is desirable for a General Registration student to indicate the direction of his interests in the form of a choice between social science oriented programs and science-oriented programs.

Undecided students enrolled under General Registration should endeavor to maintain at least a "C" grade average in all of their freshman and sophomore subjects. This is important in gaining admittance to one

of the Colleges. Any student who is achieving below average grades should consult the counseling services and be prepared to accept an alternate study program in a terminal course or give serious consideration with a counselor in the counseling service to the selection of another college. The counselor will be helpful to the student in selecting a college where his aptitude and academic level of achievement may qualify him for continued study. Any student meeting with substandard academic achievement should not drop out of college without taking advantage of the counseling service where he may be able to obtain valuable assistance in planning a program of study or training in which he may meet with greater success.

### Suggested Program No-Preference Social Science Oriented

Freshman Year	F	S
Freshman Composition, Engl 103 or 113 or 143 .....	3	3
Biological Science: Biology, Bio 113-123 .....	3	3
Social Science or World History, Hist 103-113 .....	3	3
Physical Education, HPER 101 or 121 .....	1	1
Electives .....	4-8	4-8

### Suggested Program No-Preference Science Oriented

Freshman Year	F	S
Freshman Composition, Engl 103 or 113 or 143 .....	3	3
Mathematics, Math 145-155 .....	5	5
Chemistry, Ch 164, 173-171 .....	4	4
Physical Education, HPER 101 or 121 .....	1	1
Electives .....	3	3

## PRE-PROFESSIONAL

Persons wishing to qualify for admission to the professional schools of medicine, dentistry, law and others which require pre-professional education ordinarily register in the Division of General Registration. South Da-

kota State is accredited by the North Central Association of Colleges and Secondary Schools, transfer credits are therefore normally accepted if satisfactory grades are maintained.

The requirements for admission to the professional schools vary. Pre-professional courses required by all of these schools are, however, available on the campus. Every assistance will be given to the student to assure him that he will meet the course requirements of the professional school he may select. Trained and skilled counselors are available to students classified as pre-professional. The Dental Aptitude test is administered on the campus each year and arrangements are made for the student to take the professional aptitude tests in Law, Medicine, Nursing, and Veterinary.

Outlined below are a number of suggested programs. The student should consult the catalog of the institution at which he will take his advanced work for any changes that should be made in these programs. Catalogs of most of the professional schools are available in the Student Personnel Office and the Office of Admissions and Records.

### Pre-Dentistry

The pre-dental student should consult two or three dental college catalogs of his choice to determine specific entrance requirements. All dental colleges require at least two years of pre-dental studies. The specific course requirements vary with the college. Many of the dental catalogs are available in the Student Personnel Office and in the Office of Admissions and Records. An effort is made to provide the student with all of the courses required by the colleges of his choice. Admission to dental college is highly selective and the student should prepare himself to meet the entrance requirements of two or three of the colleges of his choice. Above average grades are required in the pre-dental courses. Students who fail to maintain a B average should be prepared to make an alternate career choice.

Freshman Year	F	S
Freshman Composition, Engl 103 or 113 or 143 .....	3	3
Chemistry, Ch 164, 171-173 .....	4	4
Algebra and Trigonometry, Math 145 and Mathematical Analysis I, Math 155 or Algebra, Math 113 and Plane Trigonometry, Math 133 .....	5 or 3	5 or 3
Social Science or History Electives .....	3	3
Physical Education, HPER 110 or 121 .....	1	1
Electives .....	3	or 5

Sophomore Year	F	S
Chemistry, Ch 310-320 .....	5	5
Biology, Bio 113-123 .....	3	3
Speech, Sp 103 or Psychology .....	3	3
General Physics I-II, Phy 195-215 .....	5	5

### Pre-Law

The pre-law student should consult the law school of his choice to determine specific entrance requirements. Two, three or four years of college work will be required depending on the law college chosen. South Dakota State is prepared to offer courses that will provide an adequate background for the pre-law student. The selection of a major field is left to the individual student, on the basis of his own motivations and interests. A major can be chosen from any department within the social sciences, humanities, or the sciences. Most pre-law students classify in the humanities or social sciences or follow a no-preference program in the General Registration Division, but a major in one of the sciences is also excellent preparation for a legal career. Knowledge of the scientific method and of a physical, biological or natural science may be directly applicable to a lawyer's work.

The aim of pre-law education is to develop young men and women to write and speak well. Law is an old and noble profession and makes extensive use of expression and linguistic skill. It requires absolute moral integrity, a high sense of professional responsibility, and clear, logical thought processes.

Undergraduate preparation for the pre-law student is not prescribed, but it is recommended that the program for the Bachelor of Science or Bachelor of Arts degree include the following:

- (a) English, English Composition and Literature (fine arts, dance, music and art are also recommended)
- (b) Speech
- (c) Mathematics and Science
- (d) American and English History, Political Science, Economics, Psychology, and Sociology

### Pre-Medicine

Students planning to enter the medical field should plan a four year course of study. Most Medical schools require a minimum of three years of college work and most students

admitted to medical school either have a Bachelor's Degree or are within a few hours of securing the degree.

All professional medical schools expect their students to enter with a good basic general education which must include the basic sciences. These have been included in the pre-medical studies program. A counselor for the student in pre-medical studies will have available the requirements of all the medical schools in the United States. Each pre-med student should select two or three schools of his choice and make certain that he meets the requirements of these colleges. His adviser will help him in the selection of courses within the framework of the recommended four year program. South Dakota State University therefore recommends a four year program similar to the one outlined below or one of the degree programs.

<b>Freshman Year</b>	<b>F</b>	<b>S</b>
Chemistry, Ch 164, 171-173 .....	4	4
Biology, Bio 113-123 .....	3	3
Mathematics, Math 145-155 or Algebra, Math 113 and Trigonometry, Math 133 .....	5 or 3	5 or 3
Freshman Composition, Engl 103 or 113 or 143 .....	3	3
Physical Education, HPER 101 or 121 .....	1	1
Electives .....	3	3
<b>Sophomore Year</b>	<b>F</b>	<b>S</b>
Chemistry, Ch 310-320 .....	5	5
French, Fr 104-114 or German, Ger 124-134 .....	4	4
History Elective .....	4	4
Anatomy, Z 203 .....	3	
Mammalian Physiology, Z 304 .....		4
	17	18
<b>Junior Year</b>	<b>F</b>	<b>S</b>
Speech, Sp 103 .....		3
French, Fr 203-213 or German, Ger 223-233 .....	4	4
Chemistry, Ch 410-420 .....	3-5	3-5
Physics I-II, Phy 195-215 or 114-124 .....	5	5
Junior Composition, Engl 303 .....	3	
Electives .....	2	2
	18	18
<b>Senior Year</b>	<b>F</b>	<b>S</b>
Psychology, Psy 203 .....	3	
English Literature, Engl 313-323 .....	3	3
Social Science Elective .....	3	
Chemistry .....		4
Biology or Chemistry .....	4	4
Electives (from biology or chemistry, junior and senior courses, philosophy, language, economics, political science, history, Eng- lish, or sociology and psychology) .....	6	6

### Pre-Mortuary Science

Many students wishing to enter the field of mortuary science have taken preliminary work at South Dakota State. This field usually requires a two or three year course of study of which at least one year may be taken at State. The curriculum listed below may be altered depending on the school in which the student plans to take his technical work.

<b>Freshman Year</b>	<b>F</b>	<b>S</b>
Freshman Composition, Engl 103 or 113 or 143 .....	3	3
Speech, Sp 103 .....	3	3
General Chemistry, Ch 164, 171-173 .....	5	4
World History, Hist 103-113 .....	3	3
Biology, Bio 113-123 .....	3	3
Physical Education, HPER 101 or 121 .....	1	1

### Sophomore Year

Students planning to meet Bachelor Degree requirements may find it possible to plan a second year program.

### Pre-Optometry

Candidates for admission to professional colleges of optometry are required to present a minimum of two years of college work in an accredited college or university. Most professional colleges of optometry will not accept any credits below a grade of C in pre-optometric work. Required courses include physics, mathematics, English, biological science, comparative anatomy, chemistry, and psychology. The program outlined below will meet the requirements for most professional schools of optometry. The professional study of optometry requires three years in an accredited school of optometry beyond the pre-optometric studies. About thirty-five per cent of all students entering professional schools of optometry have completed their work for the bachelors degree.

<b>Freshman Year</b>	<b>F</b>	<b>S</b>
Freshman Composition, Engl 103 or 113 or 143 .....	3	3
Biology, Bio 113-123 .....	3	3
Mathematics, Math 145-155 or 113-133 .....	5-3	5-3
Social Science Electives .....	3	3
Physical Education, HPER 101 or 121 .....	1	1
Fundamentals of Speech, Sp 103 .....		3
Psychology, Psy 203 .....	3	
<b>Sophomore Year</b>	<b>F</b>	<b>S</b>
Chemistry, Ch 164, 173-171 .....	4	4
Physics, Phy 114-124 or 195-215 .....	4-5	4-5
Sociology or Economics .....	3	3
Anatomy, Z 203 or 434 .....		3-4
Electives .....	6	3

Two Pre-professional programs are administered in the College of Agriculture and Biological Sciences. These are Pre-Forestry and Pre-Veterinary. Pre-Forestry studies are arranged by the Department of Horticulture

and Pre-Veterinary studies by the Veterinary Science Department. Students in these programs are assigned academic advisers from these departments. A suggested curriculum for each program is given in the College of Agriculture and Biological Sciences catalog.

## TWO-YEAR TERMINAL

The University provides an opportunity through the Two-Year Terminal programs for students who do not find it advisable or possible to enter a regular four-year college curriculum to obtain some college education and at least a part of the college experience. The facilities of the University have been made available to these students in order to be of the greatest possible service to all.

The two-year terminal programs can be arranged in certain areas of the student's interests. All terminal programs are administered by the Director of Terminal Courses and the student is classified in General Registration.

The terminal program if approved by the department head and the Director of Terminal Courses and completed by the student will lead to the Certificate of Completion. Some of the more common programs are outlined in detail and are planned to meet specific career goals of individual students.

The two year courses are primarily concerned with the applications of established scientific knowledge and places emphasis on the practical application of technical skills gained from laboratory experience and related classroom studies.

The courses in Industrial Drafting and Manufacturing Technology are technical in content and include laboratory work in the practical application of scientific data, also machine tool operation and welding.

The programs of instruction are briefer and more technical than professional curricula and are designed to fill a growing need for draftsmen, engineering aids, research assistants, foremen, inspectors, production operators and other positions where basic, practical knowledge is essential.

The core requirements for terminal programs are as follows:

Major field ..... semester hours of credit 16  
 Minor field ..... semester hours of credit 12

### Constants:

English ..... 3 semester hours  
 Speech ..... 3 semester hours  
 Physical Education ..... 2 semester hours  
 Science, Math  
 or Lan-  
 guage ..... 6 semester hours  
 15 semester hours of credit

### Electives

(minimum) 23 semester hours of credit

### Total Credit

(minimum) 66 semester hours of credit

### Total Grade Points

(minimum) ..... 125

The above core requirements meet the basic elements of the Two-Year Certificate. The major field may be set up to meet the individual need of a student by getting the approval of his major department head and the Director of Terminal Courses. The approval of the minor department head is necessary in some programs before the Certificate is granted. Individual study outlines are set up for each student for all terminal programs including those outlined in this catalog.

Minor fields of study are recommended in the core requirements, but are not required of all Two-Year Certificate candidates.

Where the outlined course is completed as recommended, the minor field of study is omitted.

Suggested programs are printed in this catalog for the student's and adviser's use. In many cases substitutions may be made where courses outlined are not available during the period of the student's enrollment. Substitution must be made on the recommendation of the student's classifying officer.

**Industrial Drafting**

<b>Freshman Year</b>	<b>F</b>	<b>S</b>
Algebra, Math 113 or Math 145.....	3(5)	
Plane Trigonometry, Math 133 or Math 155	3(5)	
Freshman Composition, Engl 103		
or 113 or 143.....	3	or 3
Engineering Graphics I-II, EG 112-122	2	2
Technical Sketching, EG 131		1
Machine Shops, ES 121, 141	1	1
Welding, ES 131, 151	1	1
Design, Art 102	2	
Drawing and Composition, Art 122		2
Physical Education, HPER 101 or 121	1	1
Electives		3

<b>Sophomore Year</b>	<b>F</b>	<b>S</b>
Elementary Physics I-II, Phy 114-124	4	4
Graphic Mechanisms, EG 242	2	
Fundamentals of Speech, Sp 103	3	
Elementary Surveying, CE 202	2	
Principles of Economics I-II, Econ 203-213	3	3
Architectural Drafting, EG 222		2
Machine and Tool Drawing, EG 233		3
Electives	2	4

**Surveying Program**

<b>Freshman Year</b>	<b>F</b>	<b>S</b>
Algebra, Math 113 or Math 145	3(5)	
Plane Trigonometry, Math 133 or Math 155	3(5)	
Freshman Composition, Engl 103		
or 113 or 143.....	3	or 3
Engineering Graphics I-II, EG 112-122	2	2
Machine Shop, ES 121	1	
Welding, ES 131		1
Principles of Economics I-II, Econ 203-213	3	3
Electives	2	3
Physical Education, HPER 101	1	1

<b>Sophomore Year</b>	<b>F</b>	<b>S</b>
Elementary Physics I-II, Phy 114-124	4	4
Machine Shop, ES 141	1	
Welding, ES 151		1
Elementary Surveying, CE 202	2	
Engineering Surveys, CE 204		4
Topographic and Route Surveying, CE 212		2
Materials of Construction, CE 222	2	
Fundamentals of Speech, Sp 103	3	
Electives	4	5

**Manufacturing Technology**

<b>Freshman Year</b>	<b>F</b>	<b>S</b>
Algebra, Math 113 or Math 145	3(5)	
Plane Trigonometry, Math 133 or Math 155	3(5)	
Freshman Composition, Engl 103		
or 113 or 143.....	3	or 3
Engineering Graphics I-II, EG 112-122	2	2
Technical Sketching, EG 131		1
Machine Shop, ES 121, 141	1	1
Welding, ES 131, 151	1	1
Woodworking, IAE 153	3	
Electives	1	3-5
Physical Education, HPER 101	1	1

<b>Sophomore Year</b>	<b>F</b>	<b>S</b>
Elementary Physics I-II, Phy 114-124	4	4
Machine Shop Problems, ES 201	1	
Shop, ES 241		1
Welding and Metallurgy, ES 252	2	
Machine Shop Processes, ES 263		3
Graphic Mechanisms, EG 242	2	
Fundamentals of Speech, Sp 103	3	
Principles of Economics I-II, Econ 203-213	3	3
Materials of Construction, CE 222	2	
Electives	2	3

**Suggested General Agriculture Program**

<b>Freshman Year</b>	<b>F</b>	<b>S</b>
Physical Education, HPER 101	1	1
Crop Production, PS 103		3
Freshman Composition, Engl 103		
or 113 or 143.....	3	or 3
Chemistry, Ch 114 or 164		4
Introduction to Animal Science, AS 103	3	
Electives	8	5

<b>Sophomore Year</b>	<b>F</b>	<b>S</b>
Algebra, Math 113		3
Farm Management, Econ 234		4
Fundamentals of Speech, Sp 103		3
Livestock Management, AS 203	3	
Principles of Economics I, Econ 203	3	
Soils, PS 213	3	
Social Science Elective	2	
Electives	5	6

**Suggested Industrial Arts Program**

<b>Freshman Year</b>	<b>F</b>	<b>S</b>
Freshman Composition, Engl 103		
or 113 or 143.....	3	or 3
Science or Math Elective	3	3
Engineering Graphics, EG 103-112	3	2
Machine Shop, ES 121		1
Woodworking, IAE 153	3	
Speech, Sp 103		3
Physical Education, HPER 101	1	1
Principles of Economics I, Econ 203	3	3
Electives	3	1

<b>Sophomore Year</b>	<b>F</b>	<b>S</b>
Welding, ES 131-151	1	1
Carpentry, IAE 253		3
Introduction to Printing, IAE 322	2	
General Psychology, Psy 203	3	
Drawing and Composition, IAE 122		2
Architectural Drafting, EG 222		2
Wood Turning, IAE 241		1
Materials of Construction, CE 222	2	
Cabinet Making, IAE 452	2	
Sheet Metal, IAE 412	2	
First Aid, PE 171	1	
Pattern Making, IAE 421	1	
Electives	2	7

**Suggested Two-Year Printing Program**

<b>Freshman Year</b>	<b>F</b>	<b>S</b>
Freshman Composition, Engl 103 or 113 or 143 .....	3	or 3
Physical Education, HPER 101 .....	1	1
Basic Presswork, PM 112 .....	2	or 2
Introduction to Printing, PM 113 .....	3	or 3
Composing Machines, PM 135 .....	5	or 5
Algebra, Math 113 .....	3	
Chemistry, Ch 104 .....		4
Fundamentals of Speech, Sp 103 .....	3	or 3
Electives .....	2-5	4-7
<b>Sophomore Year</b>		
Physics, Phy 104 .....	4	
Typography, PM 213 .....	3	
Press and Bindery, PM 233 .....	3	
Production and Pricing, PM 282 .....		2
Newspaper Shop Practices, PM 412 .....	2	or 2
Lithography, PM 244 .....	4	
Advanced Composition, PM 343 .....	3	
Advanced Presswork, PM 333 .....	3	
Electives to make a total of 66 credits for the Certificate of Completion .....	4-6	2-4

**Suggested Secretarial Science Program**

<b>Freshman Year</b>	<b>F</b>	<b>S</b>
Freshman Composition, Engl 103 or 113 or 143 .....	3	or 3
Intermediate Typewriting, Advanced Type- writing, SecS 122-132 .....	2	2
Duplicating Machines, SecS 152 .....	2	
Calculating Machines, SecS 161 .....	1	
Transcribing Machines, InterS 171 .....		1
Beginning Shorthand, Intermediate Short- hand, SecS 183-193 .....	3	3
Fundamentals of Speech, Sp 103 .....		3
Physical Education, HPER 101 or 121 .....	1	1
Science, Mathematics or Language .....	3-4	3-4
Electives .....	2	or 3
<b>Sophomore Year</b>		
Typewriting Office Practice, SecS 233 .....	3	
Advanced Shorthand, SecS 213 .....	3	
Secretarial Practice, SecS 263 .....		3
General Psychology, Psy 203 .....	3	
Principles of Accounting I, Econ 223 .....	3	
Commercial Correspondence, SecS 332 .....		2
Business Law I, Econ 303 .....		3
Minor Subjects and Electives .....	5	9

**GENERAL EDUCATION**

A number of General Education terminal curricula may be arranged for those students who wish only two years of basic college education. Major emphasis for the General Education program is usually in communications, sciences or social studies. A combination of subject matter courses from these general education fields can be arranged for the student, based on his interest and probable needs. Because of the variety of combinations available these are not outlined in de-

tail. The core requirements must be met and the major of 16 semester hours completed as approved by the department head in which the majority of the work is taken. Persons seeking additional information regarding terminal curricula, preliminary outline of the course desired and probable career opportunities for terminal two-year graduates should consult with the Director of Terminal Courses in the Student Personnel Office, Room 200, Administration Building.



## List of Courses for Humanities, Social Science, and Natural Science Requirements for the University

The following list of courses, divided into "Humanities," "Social Sciences," and "Natural Sciences," has been approved by the faculty. Courses appearing below may be used to meet College Core Requirements in these areas for the Bachelor's Degrees.

Most upper level courses and some lower level courses have prerequisites that must be recognized.

Some colleges and/or departments require courses in these areas. Such courses are spelled out under College or Departmental Information.

### HUMANITIES

#### Art

- 212 Visual Arts in Society
- 232 History of American Art
- 343, 353 History of Art
- 463 Art in the 20th Century

#### English

All 100-400 level courses except the communications type courses (103, 113, 143, 350, 362 and 412)

#### Foreign Language

All 100-400 level courses—the same courses may not be used to meet both the Humanities requirement and the Foreign Language requirement for B.A.

#### General Studies

- 253 Humanities

#### History

All 100-400 level courses.

#### Management, Housing and Equipment

- 383 Family Housing

#### Music

- 102 Music Appreciation

- 203, 213 Advanced Music Theory

- 303, 313 Music History

A maximum of 4 credits in Music participation—110, 120, 130, 140, 150, or 160

#### Nutrition and Food Science

- 102 Nutrition for Health

#### Philosophy

- 202 Elementary Logic

- 204 Introduction to Philosophy

- 213 Introduction to Ethics

- 313 History of Modern Philosophy

- 462 Philosophy of Science

#### Religion

All 100-400 level courses

#### Speech

- 123 Introduction to Theatre

- 143 Stagecraft

- 193 Introduction to Film

- 353 Oral Interpretation

- 472 Playwriting

- 482 Development of Theatre

A maximum of 4 credits in Speech Activities (251)

#### Textiles and Clothing

- 342 History of Costume

### SOCIAL SCIENCE

#### Child Development and Family Relations

- 122 Individual and the Family
- 223 Human Development and Personality
- 322 Dynamics of Family Development

#### Economics

- 203, 213 Principles of Economics
- 333 Money and Banking
- 393 Consumers and the Market
- 413 Public Finance
- 423 Intermediate Macroeconomics
- 433 Intermediate Economic Analysis
- 453 Agricultural Policy
- 483 Market Prices

#### Geography

All 100-400 level courses but 104 and 114.

#### History

All 100-400 level courses

#### Home Economics

- 212 Introduction to Family Living

#### Management, Housing and Equipment

- 273 Management in Family and Personal Living

#### Political Science

All 100-400 level courses

#### Psychology

All 100-400 level courses

#### Rural Sociology

All 100-400 level courses

#### Textiles and Clothing

- 102 Costume Selection

#### Health Science

- 202 Contemporary Health Problems

*(Continued next page)*

**NATURAL SCIENCE COURSES**  
(Suggested Electives for Non Science Majors)

**Bacteriology**

- 204 General Bacteriology
- 304 Cytology and Nutrition

**Biology**

- 113, 123 Biology
- 283 Organismic & Population Biology
- 293 Molecular & Cellular Biology
- 303 Genetics

**Botany**

- 203 Plant Kingdom
- 204 Basic Taxonomy

**Chemistry**

- All 100-400 level courses

**Entomology**

- 103 Introduction to Entomology

**Geography**

- 104, 114 Physical Geography

**Mathematics**

- 113 Algebra

- 133 Plane Trigonometry
- 143 Analytic Geometry
- 145 Algebra and Trigonometry
- 155, 165, 254 Math Analysis
- 213 Descriptive Astronomy
- 225 Mathematics for Social Science
- 323 Math for Finance

**Nutrition and Food Science**

- 303 Human Nutrition

**Physics**

- All 100-400 level courses

**Plant Science**

- 102 Plant Pathology in Human Affairs
- 243 Geology

**Wildlife and Fisheries Sciences**

- 202 Conservation of Natural Resources

**Zoology**

- 113 Survey of Anatomy and Physiology
- 203 Anatomy
- 304 Mammalian Physiology
- 442 Principles of Animal Taxonomy

**TIPS FOR INTERPRETING THE CATALOG**

The catalog contains three important entries: A brief description of the department, an outline of the curriculum required of a student majoring in the department's field of study, and a detailed description of the courses offered by the department.

In the curriculum outline, the abbreviations FS refer to the two normal terms of the academic year—Fall and Spring. Entries in the FS columns refer to credit values assigned to respective courses. One credit is usually interpreted as one hour of class work per week or as three hours of lab work per week. The respective courses are identified by course name, department, and course number. For example.

Course, Dept., Course No.	F	S
Biology, Bio 113, 123 .....	3	3

Reference is to the biology courses in the Biology Department. The courses are numbered 113 and 123, and are normally taken in two semester sequence of Fall and Spring semesters. A detailed description of the courses can be found by looking for Biology 113 and 123 under

the Biology Department in the College of Agriculture and Biological Sciences catalog.

In this course description, using the same example, you will find "113 Biology 3(2,3)F." The "3" outside the parentheses is the credit value of the course. The first number inside the parentheses indicates the number of recitation hours per week and the second number, in this case "3", is the number of laboratory hours per week that the course requires. The "F" following the parentheses indicates that the course is offered during the Fall Semester. An "S" would indicate Spring Semester and an "Su" indicates Summer Session. This system holds true for all course descriptions in this catalog.

**INVESTIGATE FURTHER**

State University invites you to visit the campus. Maps are available from the Admissions and Records Office. Normal office hours are maintained Monday through Friday. Visits at other times may be arranged upon request. A campus visit will enable you to see facilities and discuss your plans with faculty members.

For further information regarding a campus visit or application for admission contact the Admissions and Records Office.

## COLLEGES AND DEPARTMENTAL ABBREVIATIONS

AE, Agricultural Engineering	Fr, French	Mus, Music
Ag, Agriculture and Biological Science	GC, Guidance and Counseling	N, Nursing
AgEd, Agricultural Education	GE, General Engineering	NFS, Nutrition and Food Science
AgExt, Agricultural Extension	Geo, Geography	Pha, Pharmacy
AS, Animal Science	Ger, German	Phil, Philosophy
Bac, Bacteriology	GR, General Registration	Phy, Physics
Bio, Biology	GS, General Studies	PJ, Printing and Journalism
Bot, Botany	HE, Home Economics	PM, Printing Management
CD, Child Development	HEd, Home Econ. Education	PolS, Political Science
CE, Civil Engineering	HPER, Health, Physical Education and Recreation	PS, Plant Science
Ch, Chemistry	Hist, History	Psy, Psychology
DS, Dairy Science	Ho, Horticulture	Rel, Religion
Econ, Economics	HSc, Health Science	RS, Rural Sociology
Ed, Education	IAE, Industrial Arts Education	Rus, Russian
EE, Electrical Engineering	J, Journalism	A&S, Arts and Science
EG, Engineering Graphics	Lib, Library	SecS, Secretarial Science
EM, Engineering Mechanics	MA, Mechanized Agriculture	Sp, Speech
Engl, English	Math, Mathematics	Span, Spanish
Ent, Entomology	ME, Mechanical Engineering	TC, Textiles and Clothing
ES, Engineering Shops	Mil, Military	Vet, Veterinary Science
FL, Foreign Languages	MHE, Management, Housing, and Equipment	WL, Wildlife
		Z, Zoology

## MISCELLANEOUS ABBREVIATIONS

*Time and/or credit arranged	L, Laboratory	R, Recitation (Lecture)
Cr, Credit	MTWTFSS, Days of Week	S, Spring Semester
F, Fall Semester	P, Prerequisite	Su, Summer Term

## Course Numbering System

In the departmental description of subjects, the following numbering system is used:

### 1. Non-credit courses

1-99 Pre-college or remedial level

### 2. Courses for Undergraduates (carry undergraduate credit only)

100-199 Freshman level  
200-299 Sophomore level

### 3. Courses primarily for Undergraduates (open to graduate students for credit under restricted conditions with approval of graduate dean—see graduate catalog)

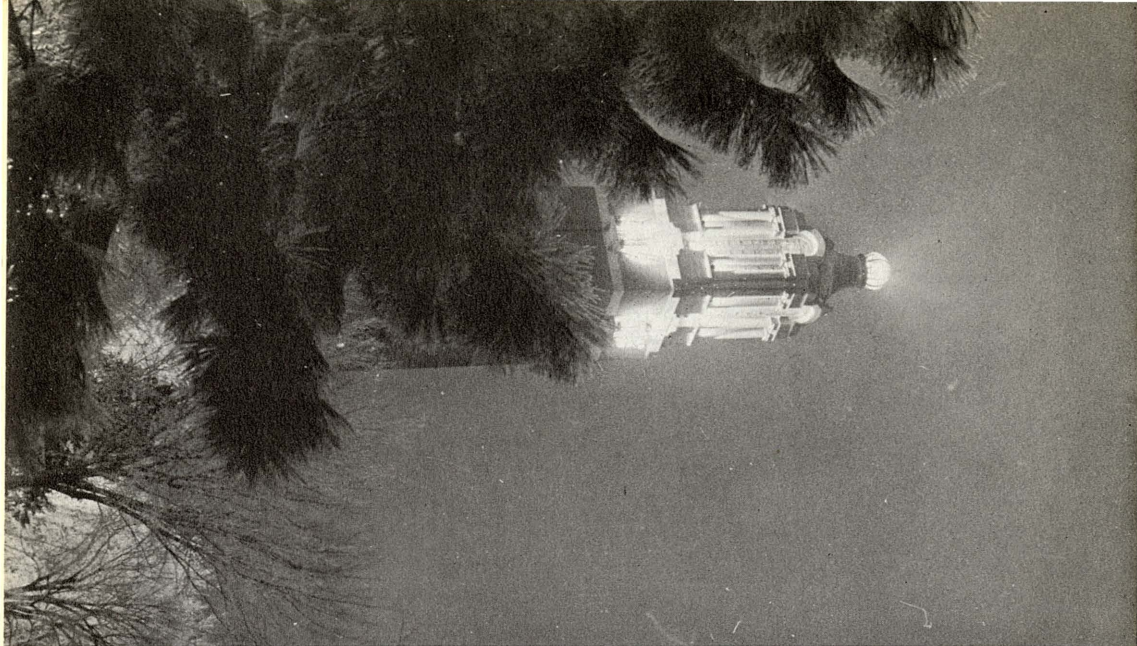
300-399 Junior level  
400-499 Senior level  
500-599 Fifth year pharmacy level

### 4. Courses primarily for graduate students (open to selected Junior and Senior undergraduate students on an elective basis only). Not open to Freshmen and Sophomores.

600-699 Graduate level

### 5. Courses for graduate students (graduate credit only)

700-799 Graduate level



SOUTH DAKOTA STATE UNIVERSITY ❖ BROOKINGS 57006

---

Second-class postage paid at Brookings, South Dakota