

SECOND SEMESTER CLASSES

1962-63



INDIANA  
UNIVERSITY

1962-63

SOUTH BEND - MISHAWAKA CAMPUS

Campus Office: Northside Boulevard at Greenlawn, South Bend  
Telephone: Atlantic 2-2341

**SECOND SEMESTER CLASSES 1962-63**

Registration: January 23, 24, and 25. Classes Begin: January 28

**INDIANA UNIVERSITY  
SOUTH BEND-MISHAWAKA CAMPUS**

1963							1963								
	S	M	T	W	T	F	S		S	M	T	W	T	F	S
Jan.			1	2	3	4	5		May			1	2	3	4
	6	7	8	9	10	11	12			5	6	7	8	9	10
	13	14	15	16	17	18	19			12	13	14	15	16	17
	20	21	22	23	24	25	26			19	20	21	22	23	24
	27	28	29	30	31					26	27	28	29	30	31
Feb.					1	2			June					1	
	3	4	5	6	7	8	9			2	3	4	5	6	7
	10	11	12	13	14	15	16			9	10	11	12	13	14
	17	18	19	20	21	22	23			16	17	18	19	20	21
	24	25	26	27	28					23	24	25	26	27	28
Mar.					1	2			July			1	2	3	4
	3	4	5	6	7	8	9			7	8	9	10	11	12
	10	11	12	13	14	15	16			14	15	16	17	18	19
	17	18	19	20	21	22	23			21	22	23	24	25	26
	24	25	26	27	28	29	30			28	29	30	31		
	31								Aug.					1	2
April		1	2	3	4	5	6			4	5	6	7	8	9
	7	8	9	10	11	12	13			11	12	13	14	15	16
	14	15	16	17	18	19	20			18	19	20	21	22	23
	21	22	23	24	25	26	27			25	26	27	28	29	30
	28	29	30												

**SOUTH BEND** Register for Second Semester: January 23, 24, and 25  
Register for Summer Session: June 10 and 11

**ELKHART** Register for Second Semester: January 22  
At Elkhart Vocational School Office, 6:30-8 p.m.

**LA PORTE** Register for Second Semester: January 21  
At La Porte High School, 6:30-8 p.m.

**Calendar, 1962-63**

SECOND SEMESTER.....January 23 through May 24

Registration: South Bend classes.....January 23, 24, and 25

Elkhart classes.....January 22

La Porte classes.....January 21

Classes begin.....January 28

Drop and Add Day.....February 1

Spring vacation.....April 11 through April 17

Semester examinations.....May 20 through May 24

SUMMER SESSION.....June 10 through August 8

Registration.....June 10 and 11

Classes begin.....June 12

Independence Day Holiday .....July 4  
Classes will be made up at direction of instructor.

Session examinations.....August 7 and 8

Classes will be made up at direction of instructor.

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# Administrative and Instructional Staffs, 1962-63

## Administrative—Bloomington

Elvis J. Stahr, jr., B.C.L., LL.D., President of the University  
Herman B Wells, A.M., LL.D., Chancellor of the University; President of the  
Indiana University Foundation  
Ralph L. Collins, Ph.D., Vice-President, and Dean of the Faculties  
Joseph Amos Franklin, B.S., Vice-President, and Treasurer  
John William Ashton, Ph.D., LL.D., Vice-President for Graduate Development,  
and Dean of the Graduate School  
Samuel Edward Braden, Ph.D., Vice-President, and Dean for Undergraduate  
Development  
Charles Edwin Harrell, LL.B., Registrar, and Director of the Office of  
Records and Admissions  
Smith Higgins, Ph.D., Dean of the Division of University Extension  
Rufus Reiberg, Ph.D., Associate Dean of the Division of University Extension  
Danilo Orescanin, D.B.A., Assistant Dean, Division of University Extension

## Administrative—South Bend

Jack J. Detzler, Ph.D., Director of the South Bend-Mishawaka Campus, and  
Assistant Professor of History; Assistant Dean, Division of University  
Extension  
Francis J. A. Molson, A.M., Academic Counselor, South Bend-Mishawaka  
Campus, and Resident Lecturer in English  
Robert Newlin Robinson, M.B.A., C.P.A., Administrative Assistant, and Assistant  
Professor of Accounting  
Jacob Sudermann, A.M., Administrator of Adult Education, and Assistant  
Professor of German  
Thomas H. Donohue, Assistant to the Counselor  
Alice L. Kaniewski, Office Manager  
Victor Williams, Building Superintendent  
(Mrs.) Ruth M. Meuninck, Secretary to the Director  
Alex Jardine, Ed.D., Superintendent of the South Bend Schools  
John J. Young, Ph.D., Superintendent of the Mishawaka Schools  
(Mrs.) Veronica Szasz, Library Clerk and Office Assistant  
(Mrs.) Freda Wentzel, Senior Accountant Clerk, and Veterans Record Clerk  
Shirley Hojnacki, Secretary  
Sharon Smith, Recorder  
Norman Piasecki, Receptionist  
Georgia Scates, Bookstore Manager

## Instructional Staff

Hester B. Bland, H.S.D., Indiana University; Lecturer in Health Education  
James J. Boyle, D.S., Kent State University; Lecturer in English  
George R. Bramer, A.M., University of Notre Dame; Resident Lecturer in  
English

Eugene Brockopp, Ph.D., Indiana University; Lecturer in Education  
John R. Brumbaugh, A.M., Western Reserve University; Lecturer in History  
Ralph L. Burlingame, A.B., Emmanuel Missionary College; Laboratory Assistant  
in Physics  
Howard Carr, A.M., Indiana University; Lecturer in Mathematics  
Martha R. Carter, Ed.D., Indiana University; Lecturer in Art  
Francis P. Carpinelli, A.M., University of Notre Dame; Lecturer in English  
John A. Cassidy, Ph.D., Western Reserve University; Assistant Professor of  
English  
Frank Claeys, B.S., Indiana University; Lecturer in Business  
Donald Cline, M.B.A., University of Michigan; C.P.A., Michigan; Lecturer  
in Accounting  
Allen L. Cullen, A.M., Ball State Teachers College; Lecturer in English  
Harry C. Davis, A.M., Columbia University; Laboratory Assistant in Chemistry  
John Vernon Davis, B.S., Hanover College; Lecturer in Botany and Chemistry  
Malcolm M. Day, A.M., University of Florida; Resident Lecturer in English  
Cecil Deardorff, A.M., Columbia University; Lecturer in Music  
(Mrs.) Lola Jane Rosenberger Perez de Lara, A.M., Middlebury College;  
Assistant Professor of French and Spanish  
Lawrence Deskovich, A.B., St. Ambrose College; Lecturer in Accounting  
Jack J. Detzler, Ph.D., Indiana University; Assistant Professor of History  
(Mrs.) Isabel M. Doyle, A.M., Catholic University of America; Lecturer in  
Speech  
(Mrs.) Catherine Evans, A.M., University of Minnesota; Lecturer in Art  
Walker Fesmir, M.S.A., Xavier University; Lecturer in Accounting  
(Mrs.) Evelyn Fink, A.M., Indiana University; Lecturer in French  
Noble I. Frederick, A.M., University of Michigan; Lecturer in Education  
Melvin Funk, Ph.D., University of Illinois; Lecturer in Psychology  
Joseph E. Gallagher, Ph.D., University of Notre Dame; Instructor in English  
Ernest Hugh Gerkin, Ph.D., Indiana University; Associate Professor of Chemistry  
and Physics  
Harold Gram, A.M., Harvard University; Lecturer in Economics  
Joseph G. Green, A.M., Indiana University; Resident Lecturer in Speech and  
Theatre  
Sheldon Halpern, A.M., Columbia University; Resident Lecturer in English  
Robert Hanson, Ph.D., University of Illinois; Lecturer in Botany  
George Hesslink, A.M., University of Chicago; Lecturer in Sociology  
Peter Hiatt, M.L.S., Rutgers, The State University; Assistant Professor of  
Library Science  
Albert Vern Hinton, Jr., B.S. in Bus. Ed., Northwestern University; C.P.A.,  
Indiana; Lecturer in Accounting  
Paul R. Izdepski, A.M., Ripon College; Laboratory Assistant in Chemistry  
Russell Jaberger, S.T.D., Temple University; Lecturer in Philosophy  
Zygmund Jankowski, Four-year Certificate, California College of Art and  
Crafts; Lecturer in Art  
Jeff G. Johnson, Ph.D., University of Southern California; Lecturer in Sociology  
(Mrs.) Eleanor Kern, A.M., Loyola University; Lecturer in English  
William Kowitz, A.M., Northwestern University; Lecturer in Geography  
Ejnar Krantz, D.F.A., Chicago Musical College; Lecturer in Music  
David Kubal, A.M., Northwestern University; Lecturer in English  
Hannah Lindahl, A.M., Columbia University; Lecturer in Education

**John F. Lynch, B.S.**, Ohio State University; Lecturer in Accounting  
**Joseph A. Martellaro, Ph.D.**, University of Notre Dame; Assistant Professor of Economics

**Glenn Mather, M.D.**, Indiana University; Lecturer in Bacteriology  
**(Mrs.) Irene McDonald, A.M.**, University of Wisconsin; Lecturer in English  
**Richard J. Meister, A.M.**, University of Notre Dame; Lecturer in History  
**Samuel A. Mercantini, A.M.**, Fletcher School of Law and Diplomacy; Resident Lecturer in Government

**Francis J. A. Molson, A.M.**, University of Notre Dame; Resident Lecturer in English

**Donald C. Mundinger, Ph.D.**, Washington University; Lecturer in Government  
**Richard C. Mynsberge, B.S.C.**, University of Notre Dame; Lecturer in Accounting

**James Nafe, J.D.**, Indiana University; Lecturer in Business  
**Rollo Neff, M.S.**, Indiana University; Lecturer in Education

**Charles Robert Patty, M.S.**, Arizona State University; Lecturer in Business  
**Paul F. Phipps, Ph.D.**, Johns Hopkins University; Lecturer in English

**Paul R. Pirtle, R.R.S.**, Indiana University; Laboratory Assistant in Chemistry  
**(Mrs.) Katherine Poffenberger, M.M.**, Indiana University; Lecturer in Music

**Robert J. Quimby, A.M.**, University of Notre Dame; Lecturer in Education  
**Marianna Riddick, A.M.**, Northwestern University; Lecturer in Education

**(Mrs.) Mary J. Rieth, M.S.**, Purdue University; Lecturer in Nutrition  
**Kenneth L. Robinson, A.M.**, University of Redlands; Lecturer in English

**Robert N. Robinson, M.B.A.**, Indiana University; C.P.A., Indiana; Assistant Professor of Accounting

**William F. Roemer, Ph.D.**, University of Notre Dame; Lecturer in Philosophy  
**Mary-Virginia Rosenfeld, A.M.**, Smith College; Lecturer in English

**Joseph Schmitt, LL.B.**, Indiana University; Lecturer in Business  
**James Schooley, A.B.**, Duke University; Laboratory Assistant in Chemistry

**Rimvydas Sliazas, A.M.**, University of Chicago; Lecturer in German  
**Rabbi Albert Shulman, D.D.**, Jewish Institute of Religion; Lecturer in Sociology

**Philip G. Smith, Ph.D.**, Ohio State University; Associate Professor of Education  
**Ingrid M. Strom, Ph.D.**, University of Minnesota; Associate Professor of Education

**William H. Strycker, B.S. in Com.**, University of Notre Dame; Lecturer in Accounting

**Jacob Sudermann, A.M.**, University of Michigan; Assistant Professor of German  
**(Mrs.) Roberta Swanson, M.S.**, Purdue University; Lecturer in Psychology

**James A. Tankersley, M.S.E.M.**, University of Notre Dame; Lecturer in Mathematics

**(Mrs.) Carol Taylor, A.M.**, University of Colorado; Lecturer in English  
**John Van Dyke, Jr., Ph.D.**, University of Illinois; Lecturer in Chemistry

**Manuel Vargas, Ph.D.**, University of Chicago; Lecturer in Psychology  
**Garret Reed Weathers, M.S. in Ed.**, Indiana University; Lecturer in Education

**Earl Webb, M.S. in Ed.**, Indiana University; Lecturer in Engineering Graphics  
**(Mrs.) Ruth D. Weir, A.M.**, Indiana University; Lecturer in English

**Volney Cleland Weir, A.M.**, Indiana University; Lecturer in Mathematics  
**John Darce Wilmore, A.M.**, Indiana University; Lecturer in Mathematics

**Jess Yoder, Ph.D.**, Northwestern University; Lecturer in Speech  
**Victor Zilaitis, Ph.D.**, Boston University; Lecturer in Psychology

## Committees

### Administrative Council:

Dr. Detzler, Chairman  
Mr. Robinson  
Mr. Molson  
Mr. Sudermann

### Academic Affairs:

Mr. Molson, Chairman  
Dr. Gerkin  
Mr. Day  
Mrs. de Lara

### Library:

Mr. Mercantini, Chairman  
Dr. Cassidy  
Mr. Robinson

### Student Activities:

Mr. Halpern, Chairman  
Dr. Martellaro  
Mr. Molson  
Mr. Bramer

### Student Publications:

Mr. Day, Chairman  
Dr. Gallagher

### Continuing Education:

Mr. Sudermann, Chairman  
Dr. Cassidy  
Dr. Martellaro  
Mr. Robinson  
Mr. Green

### Faculty Development:

Mr. Mercantini, Chairman  
Dr. Jaberg  
Miss Lindahl

## Special Lecturers

- Burnett C. Bauer, A.M.**, University of Notre Dame; Owner and Manager of Retail Business (Marketing—The Selling Process)
- Charles H. Beutter, B.S.**, University of Illinois; Vice-President and Trust Officer, St. Joseph Bank and Trust Company (Investment Principles)
- (Mrs.) **Anna L. Bohan, A.M.**, University of Chicago (Vocabulary Building)
- Martin Bravin, Ph.D.**, University of Denver (Psychology for Medical Assistants)
- Elton Breckenridge**, Graduate, School of Art Institute of Chicago (Interior Design and Decoration)
- Thomas D. Brock, Ph.D.**, Ohio State University; Associate Professor of Bacteriology and Microbiology, Indiana University (World of Science)
- Joel Bullard, Ph.B.**, University of Notre Dame (Real Estate III—Licensing Review)
- David Dalenberg, B.S.**, University of Illinois (Applied Business Management)
- Kenneth C. DeGross, B.S.**, Midland College (Applied Photography)
- (Mrs.) **Catherine Evans, A.M.**, University of Minnesota (Art Introduction)
- Edmond L. Foley, Jr., A.B.**, University of Notre Dame; Special Agent for Buckeye Union Insurance Company (General Insurance—Casualty)
- Page Glase, A.B.**, DePauw University (Production Planning and Scheduling)
- Harry Heppenheimer, LL.B.**, University of Notre Dame (Taxes: Federal Gift and Estate, and Law for the Layman)
- Richard Hodson, B.S.**, Indiana University (Real Estate—Sales and Brokerage)
- Jerome M. Hoffman, M.A.T.**, Indiana University (Russian—Easy Conversation and Reading, and Continuing)
- Robert Howard, M.B.A.**, University of Chicago (Practical Business Economics)
- E. R. Hudson, M.S.**, Indiana University (Mathematics Review)
- John W. Johnson, B.S.**, Purdue University; B.S., Indiana State Teachers College (Slide Rule Techniques, and Basic Engineering Statistics)
- Robert I. Johnson, A.M.**, Northwestern University; Director, Adler Planetarium, Chicago (Astronomy—The Solar System I)
- Ejnar Krantz, D.F.A.**, Chicago Musical College (Director, Indiana University—South Bend Campus *A Cappella* Singers, and Music Appreciation)
- William B. Madden, A.M.**, University of Notre Dame (English Review)
- Samuel Mirkin, LL.B.**, Washington University (Credit and Collection: Law—Negotiable Instruments)

- George K. Neumann, Ph.D.**, University of Chicago; Associate Professor of Anthropology, Indiana University (World of Science)
- George Patton, LL.B.**, University of Notre Dame (Real Estate—Law)
- Walt P. Risler, A.M.**, University of Chicago; Chief Probation Officer, St. Joseph County Juvenile Department (Problems in Adolescence)
- Michael Rose, B.S.**, Indiana University (Speed Reading)
- Irving J. Saltzman, Ph.D.**, Johns Hopkins University; Associate Professor of Psychology, Indiana University (World of Science)
- Rabbi Albert M. Shulman, A.M.**, University of Southern California (Old Testament Times)
- (Mrs.) **Marusha Smilyanitch, Ph.D.**, Universite de Lyon (French—Easy Conversation and Reading II)
- Rabbi Marvin J. Sugarman, A.B.**, Yeshiva University; Ordination, Rabbi Isaac Elchanan Theological Seminary (History of Jewish Thought)
- George N. Thoma, Ph.D.**, University of Chicago; Assistant Professor of English, Indiana University (Literature: Contemporary American Satire)
- William H. Van Derbeck, A.B.**, Michigan State University; Divisional Purchasing Agent, National Standard Company (Purchasing Policies and Procedures)
- George W. Viger, M.B.A.**, Louisiana State University; C.P.A., C.L.U. (Insurance: C.P.C.U., and C.L.U.)
- Jess Yoder, Ph.D.**, Northwestern University (Persuasion)
- (Mrs.) **Eileen Zeiger, A.M.**, Universidad Interamericana (Spanish—Easy Conversation and Reading, Continuing, and Intermediate)
- Frank J. Zeller, Ph.D.**, Indiana University; Assistant Professor of Zoology, Indiana University (World of Science)

# Indiana University

## South Bend-Mishawaka-Elkhart- La Porte

The Indiana University Campus Building, at Northside Boulevard and Greenlawn Avenue, South Bend, provides classroom and laboratory facilities for most of the University credit and adult programs in the South Bend-Mishawaka area.

The Office is located on the second floor, South Area, of the University Building. When classes are in progress, the Office is open from 8:30 a.m. to 8:30 p.m., Monday through Friday. Special hours will be posted during vacations, and the holidays will be observed. The University Bookstore will be open Monday through Friday, from 12 noon to 5 p.m. and from 6 p.m. to 8:30 p.m. Registration hours are indicated below.

### Registration Hours and Information

During the second semester registration period, students may register only during the following hours: Wednesday, January 23, through Friday, January 25, 12 noon to 4 p.m. and 6 to 8 p.m. All Elkhart classes will register in the Elkhart High School, January 22, from 6:30-8 p.m. La Porte classes will register in the La Porte High School, January 21, from 6:30-8 p.m. A late registration fee of \$3 will be charged those credit students who register late, beginning on Monday, January 28; however, only a limited number of late registrations will be accepted. No registration is official until all required forms have been completed, fees provided for, and appropriate clearance of the student's admission status has been secured. *All registrations in the credit program, except for Elkhart and La Porte classes (see above) should be completed January 23, 24, and 25.* All credit students must have a social security number. This should be obtained prior to registration and no registration will be accepted without this number.

All entering freshman students must take the following test or tests:

1. Orientation test
2. Language placement test, if the student has taken language courses previously.

These tests are to be taken during the week of registration at times to be announced. Students will register for them at the Reception Desk in the main foyer.

### Counseling

All students who plan to matriculate on the Bloomington Campus are required to take the University orientation test and to meet with the Academic Counselor when the results are available for a discussion of the test scores. In addition to being given during registration week, the orientation test will also be given at various times during the semester. Students planning to take the

test should contact the Office of the Academic Counselor for the dates of testing.

During the regularly scheduled registration periods, Academic Counselors are available daily, 10 a.m. to 8 p.m.

During the semester, Academic Counselors are available Mondays and Thursdays, 8 a.m. to 8 p.m.; Tuesdays, Wednesdays, and Fridays from 12 noon until 9 p.m. During vacation, they are available during the hours posted. Appointments may be made by phone: ATlantic 2-2341.

### Smoking Regulations

Smoking will be permitted only in the Lounge and Corridor areas of the University Building.

### Social Activities

Students are invited to assist in the publication of the quarterly IU SOUTH BEND CAMPUS NEWS. They are able to gain experience in writing, business management, and newspaper editorship by participation in this activity. Mr. Day is the faculty sponsor.

University Student Activities on the South Bend-Mishawaka Campus are under the general supervision of Mr. Halpern of the faculty. Interested students are asked to contact him in his office, Room 53. Registration for participation in various club and social activities may be completed at the time of registration at the Student Activities desk located on the east side of the stage.

The University in South Bend sponsors an annual Student Convocation at which scholastic honors for the year are awarded. Mr. Molson is the faculty coordinator of this event. See pages 23 and 24 for listing of Honor Students.

### Library

Books may be borrowed from the University Library of the South Bend Campus for one week and may be renewed once. Reserve books may be used only in the Library. The Library is open Monday through Friday, from 9 a.m. to 8:30 p.m., with usual holidays observed.

The South Bend Public Library and its branches and the Mishawaka Public Library have many books for the use of students of the University. Staff members of these libraries are available to assist in selecting books and in otherwise serving students. Students from Bourbon, Elkhart, Goshen, La Porte, Michigan City, New Carlisle, Niles, and Plymouth will find similar services available in their communities.

The name of any student failing to return library books, to pay fines for overdue books, or to pay for extraordinary damage to books will be added to the University check list until satisfactory settlement is made.

Included in this University Library is the Turner Society Collection, which consists of approximately five hundred German language books. These books were given to the University by the Turner Hall Society of South Bend; the collection includes works of the classic German authors, translations of American authors, lexicons, and miscellaneous items.

The assistance of University alumni and friends has added many valuable volumes to the Library collection during the past few years. Friends of this Campus interested in donating books are invited to contact the Director.

### Scholarships and Awards

A limited number of service scholarships are available each semester at the University South Bend-Mishawaka Campus. These scholarships are awarded to graduates of area high schools on the basis of recommendations of the principals and counselors. Service scholarship students are asked to assist a limited number of hours each week in the University Library. Students interested in obtaining a service scholarship are invited to consult the Academic Counselor.

Holders of State, Merit, Special, and Child-of-Disabled-Veteran Scholarships may use their scholarships at this University Campus. With the exception of the Child-of-Disabled-Veteran Scholarship, the holders of the other fee-remission scholarships must carry at least twelve hours of classwork each semester in order to receive the benefits of these scholarships. For information students should write directly to James H. Lochary, Director of Scholarships and Financial Aids, Maxwell Hall, Indiana University, Bloomington.

Each spring the faculty designates one or more students to receive the Robert E. Cavanaugh Award for Excellence in English Composition. Alice Bruehlman, Will Darbo, and Sharon Smith received the fifth annual award, presented May 5, 1962.

### Bookstore

Textbooks and other supplies are sold in the Bookstore. The Bookstore does not buy or sell used books; however, students wanting to buy or sell used books may post notices on the Bookstore bulletin board.

Texts and supplies should be purchased at the time of registration. Surplus books are returned to the publishers at the end of the third week of classes.

### Fee Payment Policy

Fees are due in full at the time of registration. They may be deferred by the Director only in unusual cases. Application for such deferral must be addressed in letter form to the Director prior to January 18, 1963.

A fee of \$5 will be charged for make-up examinations in regular courses (except in case of a conflict in the examination schedule) and for all special examinations.

### Admission and Withdrawal Policies

Admission regulations and withdrawal policies are printed in the First Semester, 1962-63, South Bend Campus *Bulletin*. The Counseling office will explain these in detail upon request. Necessary changes in program may be made on Drop and Add Day, February 1.

## INDIANA UNIVERSITY South Bend-Mishawaka Campus Schedule of Classes, Second Semester, 1962-1963

SUBJECT	DAY AND HOUR	INSTRUCTOR	FEE	ROOM	FIRST MEETING
<b>UNIVERSITY NONCREDIT COURSES</b>					
Applied Studies—Sequence Courses					
Business Systems and Data Processing	M 8-10 pm	To be announced	\$25	117	January 28
Applied Business Management II	M 7:30-9:30 pm	Dalenberg	25	118	January 28
Small Business Management	W 8-10 pm	Patty	25	114	January 30
Credit and Collection: Law—Negotiable Instruments	Th 7-9 pm	Mirkin	25	17	January 31
General Insurance: Casualty Insurance II	M 5:30-7:30 pm	Foley	30	10	January 28
Insurance: C.L.U.—Part II	Tu 1:30-3:30 pm	Viger	36	114	January 29
Insurance: C.P.C.U.	M 5-7 pm	Viger	36	11	January 28
Marketing: The Selling Process	W 8-10 pm	Bauer	25	18	January 30
Medical Assistants Training Program:					
Psychology for Medical Assistants	Tu 7-9 pm	Bravin	24	120	January 29
Production and Inventory Control	W 7-9 pm	Glase	25	120	January 30
Real Estate II	M 7-9 pm	Patton	25	18	January 28
Real Estate III	W 7-9 pm	Bullard	15	121	January 30
Real Estate: Sales and Brokerage	Th 7-9 pm	Hudson	25	118	January 31
Secretarial Training: Business Organization and Administration, Economics	W 6-8 pm	Gram	24	117	January 30
Taxes: Federal Gift and Estate Tax	M 7-9 pm	Heppenheimer	10	11	February 4
Traffic and Transportation	M 7:30-9:30 pm	Dalenberg	25	118	January 28
<b>Supplementary Courses</b>					
Practical Business Economics	W 6-8 pm	Howard	25	13	January 30
Business Writing	M 6:45-8:15 pm	To be announced	10	214	February 4
				John Adams	

SUBJECT	DAY AND HOUR	INSTRUCTOR	FEE	ROOM	FIRST MEETING
C. P. A. Review Problems .....	Tu 8-10:30 pm	Fesmire	30	11	January 29
English Review .....	M 6:45-8:15 pm	Madden	20	207	January 28
Mathematics Review .....	Tu 8:30-10 pm	Hudson	20	John Adams 184	January 29
Persuasion .....	W 6:30-8 pm	Yoder	20	9	January 30
Purchasing Policies and Procedures .....	Tu 6-8 pm	Van Derbeck	25	17	January 29
Slide Rule Techniques .....	Tu 8:40-9:40 pm	Johnson, J.	15	17	January 29
Speed Reading					
Section 1 .....	Tu 6-7:30 pm	Rose	20	115	January 29
Section 2 .....	Tu 8-9:30 pm	Rose	20	115	January 29
Basic Engineering Statistics .....	Tu 6:30-8:30 pm	Johnson, J.	30	15	January 29
Vocabulary Building .....	W 6:45-8:15 pm	Bohan	10	21	January 30
<b>General Studies Courses</b>					
South Bend-Indiana University Campus					
(21) A Capella Singers .....	W 7:30-9:30 pm	Krantz	15	44	January 30
Acting Fundamentals .....	MTh 6:30-8:30 pm	Green	30	Stage	January 28
Art Introduction .....	W 7-8:50 pm	Evans	10	15	January 30
Astronomy .....	M 8:30-10 pm	Johnson, R.	20	116	January 28
Indiana University Auditorium Series .....	See page 39	Artists	1.25	University Theatre	February 16
Audubon Wildlife Screen Tours .....	See page 39	Lecturers	See page 39	University Theatre	January 12
Indiana University Classic Film Series .....	Sat. 8 pm	Artists	4	University Theatre	February 2
French—Easy Conversation and Reading II .....	Th 8-10 pm	Smilyanitch	20	216	January 31
German—Easy Conversation and Reading II .....	Tu 8-10 pm	Sliazas	20	John Adams 116	January 29
German—Continuing I .....	F 8-10 pm	Sliazas	20	116	February 1
History of Jewish Thought .....	M 7-8:30 pm	Sugerman	10	21	February 11
Interior Design and Decoration					
Section 1 .....	Th 7:30-9 pm	Breckenridge	10	126	January 31

Section 2 .....	Th 1:30-3 pm	Breckenridge	5	126	January 31
Investment Principles .....	M 7:30-8:45 pm	Beutter	10	9	February 11
Law for the Layman .....	Tu 7-8:30 pm	Heppenheimer	10	213	February 5
Literature: Contemporary American Satire .....	Th 7:30-9 pm	Thoma	10	John Adams 15	January 31
Literature: Elizabethan and Stuart Drama .....	W 7-8:30 pm	Carpinelli	10	213	February 13
Music Appreciation				John Adams	
Section 1 .....	Tu 5:20-7:10 pm	Krantz	10	44	January 29
Section 2 .....	M 7-8:50 pm	Deardorff	10	44	January 28
Applied Photography .....	Th 7:30-9 pm	DeGross	15	DeGross Studios	February 7
Problems in Adolescence .....	Tu 7:30-9 pm	Risler	10	215	February 12
Religions of Mankind .....	W 1:30-2:45 pm	Shulman	10	John Adams 13	February 6
Russian—Easy Conversation and Reading II .....	W 6:45-8:45 pm	Hoffman	20	132	January 30
Russian—Continuing I .....	T 6:45-8:45 pm	Hoffman	20	216	January 29
Spanish—Easy Conversation and Reading II				John Adams	
Section 1 .....	Tu 9-11 am	Zeiger	20	117	January 29
Section 2 .....	M 6-8 pm	Zeiger	20	117	January 28
Spanish—Continuing II .....	Th 6-8 pm	Zeiger	20	117	January 31
Spanish—Intermediate II .....	Th 8-10 pm	Zeiger	20	117	January 31
World of Science .....	W 7-8:30 pm	Lecturers	Free	126	February 27
History of the Theatre .....	MTh 2:20-3:30 pm	Green	30	9	January 28

### UNIVERSITY CREDIT COURSES AT SOUTH BEND

<b>BACTERIOLOGY</b>					
Microbiology in Relation to Man: Lectures, B200 (3 cr.) ..	W 1-3:30 pm	Mather	45	186	January 30
<b>BOTANY</b>					
Plant Biology, B101 (5 cr.) .....	TuF 7-10 pm	Hanson	75	186	January 29
<b>BUSINESS</b>					
Introduction to Management Accounting I, A201 (3 cr.)					
Section 1 .....	TuF 8-9:10 pm	Strycker	45	14	January 29
Section 2 .....	MTh 8-9:10 pm	Deskovich	45	14	January 28



SUBJECT	DAY AND HOUR	INSTRUCTOR	FEE	ROOM	FIRST MEETING
<b>**Preparation of Inexpensive Instructional Materials, R548 (2 cr.)</b>					
Section 1 .....	W 4:30-7:15 pm	Staff	36	Northside J.H.S. Elkhart	January 30
Section 2 .....	W 7:30-10:15 pm	Staff	36	Northside J.H.S. Elkhart	January 30
<b>**Enrollment limited to no more than 20 students.</b>					
<b>ENGLISH</b>					
<b>Elementary Composition I, W101 (2 cr.)</b>					
Section 1 .....	MTh 10:20-11:10 am	Day	30	10	January 28
Section 2 .....	TuF 1-1:50 pm	Gallagher	30	10	January 29
Section 3 .....	MTh 5:20-6:10 pm	Kern	30	16	January 28
Section 4 .....	MTh 6:40-7:30 pm	Kern	30	16	January 28
Section 5 .....	MTh 6:40-7:30 pm	Robinson, K.	30	116	January 28
Section 6 .....	MTh 8-8:50 pm	Cullen	30	213	January 28
				John Adams	
Section 7 .....	TuF 8-8:50 pm	Taylor	30	10	January 29
Section 8 .....	MTh 9-9:50 pm	Cullen	30	213	January 28
				John Adams	
<b>Elementary Composition II, W102 (2 cr.)</b>					
Section 1 .....	MTh 8-8:50 am	Day	30	10	January 28
Section 2 .....	TuF 8-8:50 am	Rosenfeld	30	10	January 29
Section 3 .....	TuF 9-9:50 am	Bramer	30	10	January 29
Section 4 .....	MTh 11:40 am-12:30 pm	Halpern	30	10	January 28
Section 5 .....	MTh 1-1:50 pm	Bramer	30	10	January 28
Section 6 .....	W 1-2:50 pm	Carpinelli	30	10	January 30
Section 7 .....	TuF 2:20-3:10 pm	Kubal	30	10	January 29
Section 8 .....	MTh 4-4:50 pm	Molson	30	10	January 28
Section 9 .....	TuF 5:20-6:10 pm	Kubal	30	10	January 29
Section 10 .....	TuF 6:40-7:30 pm	Gallagher	30	10	January 29
Section 11 .....	MTh 8-8:50 pm	Robinson, K.	30	16	January 28
Section 12 .....	MTh 8-8:50 pm	McDonald	30	117	January 29
<b>Elementary Composition III, W103 (2 cr.)</b>					
Section 1 .....	TuF 6:40-7:30 pm	Halpern	30	116	January 29
Section 2 .....	Tu 9-10:50 pm	Taylor	30	10	January 29
Section 3 .....	MTh 9:20-10:10 pm	Kern	30	16	January 28
<b>Freshman Literature I, L101 (3 cr.)</b>					
Section 1 .....	TuF 1-2:10 pm	Day	45	7	January 29
Section 2 .....	MTh 5:20-6:30 pm	Cassidy	45	7	January 28
Section 3 .....	TuF 8-9:10 pm	Halpern	45	7	January 29
Section 4 .....	MTh 9:20-10:30 pm	Gallagher	45	7	January 28
<b>Freshman Literature II, L102 (3 cr.)</b>					
Section 1 .....	MTh 9-10:10 am	Bramer	45	7	January 28
Section 2 .....	TuF 11:40 am-12:50 pm	Day	45	7	January 29
Section 3 .....	MTh 2:20-3:30 pm	Cassidy	45	7	January 28
Section 4 .....	MTh 6:40-7:50 pm	Molson	45	7	January 28
Section 5 .....	TuF 9:20-10:30 pm	Bramer	45	7	January 29
Introduction to Shakespeare, L220 (3 cr.) .....	MTh 6:40-7:50 pm	Gallagher	45	13	January 28
Major Victorian Writers II, L334 (3 cr.) .....	TuF 8-9:10 pm	Cassidy	45	15	January 29
Children's Literature, L390 (3 cr.) .....	TuF 5:20-6:30 pm	Halpern	45	15	January 29
<b>(L1) FINE ARTS</b>					
Art Appreciation, H100 (2 cr.) .....	W 7-8:50 pm	Evans	30	15	January 30
Oil Painting I, S333 (3 cr.) .....	MTh 7-10 pm	Jankowski	45	B 03	January 28
Oil Painting II, S334 (3 cr.) .....	MTh 7-10 pm	Jankowski	45	B 03	January 28
Oil Painting III, S433 (3 cr.) .....	MTh 7-10 pm	Jankowski	45	B 03	January 28
<b>FRENCH</b>					
<b>Elementary French II, F102 (5 cr.)</b>					
Section 1 .....	MTh 9-11 am	de Lara	75	9	January 28
Section 2 .....	MTh 8-10 pm	de Lara	75	114	January 28
Section 3 .....	TuF 1-3 pm	Fink	75	9	January 29
<b>GEOGRAPHY</b>					
Introduction to Physical Geography, G105 (3 cr.) .....	Tu 8-10:30 pm	Kowitz	45	21	January 29
Introduction to Cultural Geography, G210 (3 cr.) .....	Tu 5:20-7:50 pm	Kowitz	45	21	January 29

	SUBJECT	DAY AND HOUR	INSTRUCTOR	FEE	ROOM	FIRST MEETING
	<b>GERMAN</b>					
	Elementary German II, G102 (5 cr.)					
	Section 1 .....	TuF 2:30-4:30 pm	Sliazas	75	16	January 29
	Section 2 .....	TuF 6-8 pm	Sliazas	75	9	January 29
	Second-Year Composition and Conversation II, G202 (2 cr.) .....	MTh 8-8:50 pm	Sudermann	30	10	January 28
	Second-Year Reading II, G212 (3 cr.) .....	MTh 6:40-7:50 pm	Sudermann	45	14	January 28
	<b>GOVERNMENT</b>					
	Introduction to American Government I, G103 (3 cr.)					
	Section 1 .....	MTh 8-9:10 pm	Mercantini	45	215 John Adams	January 28
	Section 2 .....	TuF 5:20-6:30 pm	Mercantini	45	18	January 29
	Section 3 .....	TuF 1-2:10 pm	Mercantini	45	18	January 29
(91)	Introduction to American Government II, G104 (3 cr.)					
	Section 1 .....	MTh 11:40 am-12:50 pm	Mercantini	45	18	January 28
	Section 2 .....	Tu 5:20-7:50 pm	Munding	45	18	January 29
	Introduction to World Politics II, G214 (3 cr.) .....	Tu 8-10:30 pm	Munding	45	20	January 29
	<b>HEALTH, PHYSICAL EDUCATION, AND RECREATION</b>					
	<i>Graduate</i>					
	Supervisory Problems of Health and Safety Education in Elementary Schools, H514 (3 cr.) .....	W 6-8:15 pm	Bland	54	21	January 30
	Health Education Curriculum, H516 (3 cr.) .....	W 8:20-10:35 pm	Bland	54	21	January 30
	<b>HISTORY</b>					
	History of Western European Civilization II, H104 (3 cr.)					
	Section 1 .....	MTh 1-2:10 pm	Meister	45	18	January 28
	Section 2 .....	TuF 9:20-10:30 pm	Meister	45	18	January 29
	<b>American History: General Course II, H106 (3 cr.)</b>					
	Section 1 .....	TuF 9-10:10 am	Brumbaugh	45	18	January 29
	Section 2 .....	TuF 10:20-11:30 am	Brumbaugh	45	18	January 29
	Section 3 .....	TuF 5:20-6:30 pm	Brumbaugh	45	118	January 29
	Recent United States History II, 1901-1940, H388 (2 cr.) .....	M 4-5:50 pm	Detzler	30	116	January 28
	<b>HOME ECONOMICS</b>					
	Nutrition, H206 (2 cr.) .....	Th 7-8:50 pm	Rieth	30	132	January 31
	<b>LIBRARY SCIENCE</b>					
	Introduction to Reference Materials L220 (2 cr.) .....	T 7-8:50 pm	Hiatt	30	184	January 29
	<b>MATHEMATICS</b>					
	Intermediate and College Algebra, M105 (5 cr.) .....	MTh 6:40-8:40 pm	Carr	75	120	January 28
	College Algebra, M107 (3 cr.)					
	Section 1 .....	MTh 6:40-8:40 pm	Carr	45	120	January 28
	Section 2 .....	MTh 8-9:10 pm	Tankersley	45	20	January 28
(61)	Trigonometry, M113 (2 cr.)					
	Section 1 .....	TuF 6:40-7:30 pm	Weir, V.	30	214 John Adams	January 29
	Section 2 .....	MTh 8:30-9:20 pm	Wilmore	30	7	January 28
	Plane Analytic Geometry I-II, M181-M182 (2-2 cr.) .....	TuF 8-9:45 pm	Weir, V.	60	214 John Adams	January 29
	Elementary Calculus II, M218 (4 cr.) .....	MTh 6:40-8:25 pm	Wilmore	60	134	January 28
	<b>MUSIC</b>					
	Appreciation of Music II, M175 (2 cr.)					
	Section 1 .....	Tu 5:20-7:10 pm	Krantz	30	44	January 29
	Section 2 .....	M 7-8:50 pm	Deardorff	30	44	January 28
	A Cappella Singers, X110 (1 cr.) .....	W 7:30-9:30 pm	Krantz	15	44	January 30
	Applied Music: Credit may be earned in both Instrumental and Vocal Areas. See Counselor.	Arranged				

SUBJECT	DAY AND HOUR	INSTRUCTOR	FEE	ROOM	FIRST MEETING
<b>PHILOSOPHY</b>					
Introduction to Philosophy, P100 (3 cr.)					
Section 1 .....	TuF 9-10:10 am	Jaberg	45	7	January 29
Section 2 .....	MTh 6:40-7:50 pm	Roemer	45	20	January 28
Logic, P250 (3 cr.) .....	TuF 10:20-11:30 am	Jaberg	45	7	January 29
<b>PHYSICS</b>					
General Physics: Light, Electricity, and Magnetism, P202 (5 cr.)					
Lectures .....	MTh 5:15-6:30 pm	Gerkin	80	186	January 28
Laboratory Section 1 .....	MTh 6:30-8 pm	Gerkin-Burlingame		186	January 28
Section 2 .....	W 8:15-11:15 pm	Gerkin-Burlingame		186	January 30
<b>PSYCHOLOGY</b>					
(02) Introductory Psychology I, P101 (3 cr.)					
Section 1 .....	Tu 5:20-7:50 pm	Vargas	45	182	January 29
Section 2 .....	Th 5:30-8 pm	Swanson	45	114	January 31
Section 3 .....	Th 8-10:30 pm	Swanson	45	13	January 31
Section 4 .....	M 5:20-7:50 pm	Funk	45	15	January 28
Introductory Psychology II, P102 (3 cr.)					
Section 1 .....	Th 2-4:30 pm	Mahtre	45	18	January 31
Section 2 .....	Th 5:20-7:50 pm	Mahtre	45	10	January 31
The Psychology of Personality, P819 (3 cr.) .....	M 8-10:30 pm	Vargas	45	182	January 29
Abnormal Psychology, P824 (3 cr.) .....	Tu 8-10:30 pm	Zilaitis	45	13	January 28
<b>SOCIOLOGY</b>					
Principles of Sociology, S161 (3 cr.)					
Section 1 .....	M 5:20-7:50 pm	Hesslink	45	17	January 28
Section 2 .....	Tu 8-10:30 pm	Johnson	45	126	January 29
Society and the Individual, S162 (3 cr.)					
Section 1 .....	F 1-3:30 pm	Hesslink	45	118	February 1
Section 2 .....	M 8-10:30 pm	Scherer	45	17	January 28
Criminology, S825 (3 cr.) .....	T 5:20-7:50 pm	Johnson	45	7	January 29

<b>SPANISH</b>					
Second-Year Spanish Composition and Conversation II, S202 (2 cr.) .....	TuF 8-8:50 pm	de Lara	80	9	January 29
Modern Spanish Prose II, S212 (3 cr.) .....	TuF 9-10:10 pm	de Lara	45	9	January 29
<b>SPEECH AND THEATRE</b>					
Public Speaking I, S121 (2 cr.)					
Section 1 .....	W 4-5:50 pm	Yoder	80	116	January 30
Section 2 .....	W 7-8:50 pm	Doyle	80	214	January 30
Section 3 .....	W 1-2:50 pm	Doyle	80	John Adams 126	January 30
Public Speaking II, S122 (2 cr.) .....	W 10-11:50 am	Doyle	80	126	January 30
Fundamentals of Acting, S144 (3 cr.) .....	MTh 6:30-8:30 pm	Green	45	Stage	January 28
Introduction to History of the Theatre II, S248 (3 cr.) .....	MTh 2:20-3:30 pm	Green	45	9	January 28
<b>ZOOLOGY</b>					
Animal Biology, Z103 (5 cr.) .....	TuF 7-10 pm	Davis, J. V.	75	186	January 29
<b>MECHANICAL DRAWING</b> (Purdue University Course)					
(12) Engineering Graphics, CE118 (3 cr.) .....	MF 4-6 pm; W 4-7 pm	Webb	69	114	January 28

### UNIVERSITY CREDIT COURSES AT ELKHART

<b>BUSINESS</b>					
Introduction to Management Accounting II, A202 (3 cr.) .....	W 5:30-8 pm	Mynsberge	45	28 High School	January 30
<b>EDUCATION</b> <i>Graduate</i>					
*Preparation of Inexpensive Instructional Materials, R543 (2 cr.)					
Section 1 .....	W 4:30-7:15 pm	Staff	86	Northside Jr. High	January 30
Section 2 .....	W 7:30-10:15 pm	Staff	86	Northside Jr. High	January 30
*Enrollment in this course is limited to no more than 20 students.					

SUBJECT	DAY AND HOUR	INSTRUCTOR	FEE	ROOM	FIRST MEETING
ENGLISH Elementary Composition II, W102 (2 cr.)	Tu 5:20-7:30 pm	Boyle	30	25 High School	January 29
Freshman Literature II, L102 (3 cr.)	Th 7:45-10:15 pm	Risler, D.	45	28 High School	January 31
SOCIOLOGY Society and the Individual, S162 (3 cr.)	Th 5:15-7:45 pm	Ivory	45	28 High School	January 31
SPEECH AND THEATRE Public Speaking II, S122 (2 cr.)	F 5:30-7:20 pm	Doyle	30	28 High School	February 1

### UNIVERSITY CREDIT COURSES AT LA PORTE

BUSINESS Introduction to Management Accounting II, A202 (3 cr.)	M 7-9:30 pm	Hinton	45	5 High School	January 28
ENGLISH Freshman Literature II, L102 (3 cr.)	TuTh 7-8:10 pm	Phipps	45	6 High School	January 29
MUSIC Appreciation of Music II, M175 (2 cr.)	Tu 8:20-10:10 pm	Poffenberger	30	6 High School	January 29

## Honor Students Second Semester, 1961-62

Undergraduate students who achieve a superior scholastic rating (a 3.0 or higher credit point average) are formally recognized at the Honors Convocation of the South Bend Campus of Indiana University. All students, and their friends and families, are invited to participate with the faculty in this Convocation. The program includes music, discussion by a representative from the Bloomington Campus of some aspects of University life which concern the academic success of students, and the awarding of annual honors.

Students achieving the required Honor List average for the second semester, 1961-62:

#### GROUP I (4.00)

- \*Burns, Bernice
- \*Green, Robert
- \*Lushbough, Fern
- \*Rodgers, Eugene
- Roger, David
- \*Vamos, Florence
- \*Yoder, Alta

#### GROUP II (3.99-3.30)

- Ake, Patty
- Armstrong, Peggy
- \*Boaler, Joyce
- \*Brown, Ruth
- Call, Diana
- \*Cavanaugh, Ida
- Cossaboom, Shirley
- \*Coty, Ciretta
- \*Cripe, Phyllis
- \*Dare, Arthur
- Delf, Doris J.
- Dunlap, Kenneth
- Dvorkin, David
- \*Finnerty, Anna
- \*Goldsmith, Doris
- Hanson, David
- \*Harnisch, Barbara
- \*Hassel, Charles
- \*Johnson, William
- \*Kane, Olin A.
- Katz, Gayle
- Komito, Barbara L.
- \*Kopec, Kathleen
- Krause, Maurice
- Kyser, Mike
- \*LaVigne, James
- \*Likins, John
- Marnocha, Jacqueline
- Mishler, Teddy
- Ritter, Marie
- Ronchetti, Carolyn
- Staton, William
- \*Szabo, Marge S.
- Szymczak, John
- Troyka, Matilda
- \*Weiske, Lois
- Withey, John
- Wozny, Joyce

#### GROUP III (3.29-3.00)

- Abbot, Linda
- Barley, Janice
- \*Barren, Sandra
- Barton, Perry
- \*Bickel, David
- Bollman, Dennis
- Borowski, Thomas
- Carpenter, Carolyn
- Custer, Lee
- \*Dittmar, Elizabeth
- Drapek, John
- \*Elias, Edna M.
- Fischer, Richard
- Fitterling, Joan
- Goff, Marilyn
- \*Graves, Helen
- \*Hogan, Donna
- Huddleston, Lorna L.
- \*Jones, Reed
- \*Kesling, Timothy
- Lambert, Neal

Lorenc, Joseph  
•MacAllister, Odile  
•Manahan, Barbara  
•Minegar, Cora  
Morgan, James

•Ortmann, Ella  
Quade, Judith  
Rachels, Anthony  
•Rodgers, Grace  
Schaum, Gary

Schoeneman, Theodore  
Schrader, Sandra  
•Spink, Sally  
Stump, Thomas  
•Vamos, Joseph  
Williams, Robert  
Wozny, Joan

Printing schedules prevent the listing of Honor Students for the First Semester, 1962-63, in this *Bulletin*. The names of these students will be listed in the 1963-64 *Bulletin*.

Note: \*Denotes part-time students who accumulate twelve semester hours of credit over two or more semesters.

## CONTINUING EDUCATION CLASSES

### Learning is a Lifelong Pleasure

A major objective of the University South Bend Campus is to offer educational opportunities to all adults. Whether high school graduates or not, adults may register in the regular University credit courses as auditors and in any of the courses listed on the following pages as noncredit students. Continuing Education courses are grouped in two general categories: *The Applied Studies Program* and *The General Studies Program*.

All course offerings and lectures described in the following pages are offered at nominal fee rates. The fees for such courses may not be deferred and are due at registration. *Single admissions and course refunds are not available.* Whenever it is necessary to limit the number in a class, only those who have already completed their registration can be assured space in it. If a course is cancelled, a complete refund is available or the student may transfer to another course of his choice.

Registration in these courses has been made a relatively simple procedure. (See the last page of this *Bulletin* for application form.) Registration may also be completed in person at the general office of the University Campus in South Bend.

### Education Advisory Councils

The University has asked community leaders to serve in an advisory capacity for the development of noncredit adult education programs. The members of the following committees have contributed to this development:

**Social Service Education Advisory Council:** George Carson, Council of Community Services of St. Joseph County; Robert Goshert, Department of Public Welfare, Robert Pollitt, Children's Aid Society; Walt Risler, Chief Adult Probation Officer, St. Joseph County; Reverend Robert F. Royster, Dean, Cathedral of St. James.

**Business Education Advisory Council:** J. E. Tuohey, Oliver Corporation; John N. Durben, Miles Laboratory, Elkhart; C. M. MacMillan, Studebaker-Packard Corporation; John T. McGuckin, Bendix Products Division—Missiles; Paul M. Shore, Associates Investment Company; C. H. Tanner, Dodge Manufacturing Corporation; Wilbur H. Van Horn, Jr., Continental Can Corporation; Kenneth Burch, Chamber of Commerce.

**Cultural Studies Advisory Council:** Mrs. L. M. McLemore; Rabbi Albert Shulman, D.D.; Mrs. Guy Hutchinson; Mrs. William S. Dean; Mrs. Irvin Zeiger; Mrs. P. D. Pointer; John Byers; Frank Schmidt; Mrs. Charles Cole.

## The Applied Studies Program

The following courses are intended to provide knowledge and skills in professional and semi-professional occupations. Some courses are arranged in sequence patterns and cover subject matter relating to a specific occupation. These are listed below as *Sequence Courses*. Other occupational courses, most of them not related to a specific sequence, are listed under the heading *Supplementary Courses*.

Some courses in this Applied Studies Program are offered in cooperation with national, state, and local business-oriented organizations which have specific educational programs for their memberships. In some instances these organizations offer certification to members on the basis of course examinations. In cases where this is not done, the University will certify to participation in any sequence of courses or in any supplementary course in the Applied Studies Program upon successful completion of an appropriate examination. The taking of a course examination is optional.

### SEQUENCE COURSES

#### Business Systems and Data Processing

This sequence of courses is intended to develop an understanding of basic business systems. It includes the following courses: **Business Economics**, **Data Processing I**, **Data Processing II**, and **Business Systems and Procedures**.

**Business Economics** is offered every semester. A brief description of the content appears on page 34 of this *Bulletin*.

**Data Processing II** will be offered during the spring semester. This course is a continuation of **Data Processing I**. Persons enrolling for this course should have had **Data Processing I** or its equivalent.

The data processing courses offer the fundamental concepts of electronic data processing: input devices, output devices, storage, programming, and computers. The second data processing course leans more to equipment usage and applications. Areas covered include feasibility study, applications study, equipment selection, installation, and problems related to the design of the data processing system to be established.

**Data Processing II** (spring semester)  
Data and Information: Cost and Value  
Systems Analysis and Design  
Systems Economics  
Organizational Structure for Data Processing  
Tools for Systems Analysis  
Feasibility Study  
Applications Study and Equipment Selection  
Installation and Review  
Prospective Developments

The class will meet on Mondays throughout the semester, from 8 to 10 p.m., in Room 117, beginning January 28. Lecturer, to be announced. Fee, \$25.

## General Business Management

This sequence of five courses has been developed in cooperation with the Indiana University School of Business. The courses included provide the practicing manager with a thorough presentation of the principles of effective business management and basic economics.

This sequence will include administrative management, production management, and personnel management. It will give the student a broad knowledge of the opportunities of the various branches of management and their vocational values. The emphasis will be on the practical approach to subject matter.

The courses included are **Business Economics**, **Applied Business Management**, **Personnel Management**, and **Engineering Management**. Each is a one-semester course of sixteen two-hour meetings, with the exception of **Applied Business Management**, a two-semester course.

**Applied Business Management I and II** are being offered throughout 1962-63. (**Business Economics** is offered every semester; see description under **Supplementary Courses**.) The objectives of this course are to give students the basic principles and framework in the general field of management; to initiate and develop a personal philosophy of management; to give an understanding of management concepts and vocabulary; to develop the student's proficiency to deal with management problems by case and project studies; to expose students to lectures by authorities in various areas of management who will appear as guest speakers.

**Applied Business Management** (spring semester)

Subject matter in the second half of **Applied Business Management** will include: **Human Relations**; **Communication**; **Leadership**; **Training Development**; **Discipline, Attitude, and Morale**; **Process of Controlling**; **Ways and Means of Controlling**; **Production Management**; **Personnel Management**; **Marketing and Finance**; **Trends and Horizons in Management Thought**. It is not necessary to have taken **Management I** in order to take **Management II**.

The class will meet on Mondays, from 7:30 to 9:30 p.m., in Room 118, beginning January 28 and continuing through the semester. Lecturer, David Dalenberg. Semester fee, \$25.

#### Small Business Management\*

A series of four courses in **Small Business Management** will be offered by the University with the co-sponsorship of the South Bend-Mishawaka Chamber of Commerce. They are directed to persons engaged in small business enterprises which are large enough to have administrative management problems. They should also give background information to persons who expect to enter a management-level position.

A certificate of completion will be awarded to students passing the four examinations given in the full sequence. The four courses are **Management Principles for the Small Business**, **Financial Management for the Small Business**, **Marketing Management for the Small Business**, and **Personnel Management and Public Relations for the Small Business**.

**Marketing Management for the Small Business** will be offered during the

\*Undergraduate credit may be obtained for the courses marked with an asterisk. Applicants for such credit should apply for a special departmental examination. Application for this examination may be made through your instructor.

second semester of 1962-63. The content of this course will include a consideration of the marketing function, marketing research and product planning, marketing strategy, channels of distribution, pricing and sales promotion policies, and problems of market expansion or contraction.

The class will meet in Room 114 on Wednesdays, beginning January 30, from 8 to 10 p.m., and will continue on successive Wednesdays for a total of eight meetings. Lecturer, Robert Patty. Fee, \$25.

Public Relations for the Small Business will be offered during the fall semester of 1963.

## Credit and Collection

In cooperation with the Indiana Association of Credit Men, the University is offering courses in the field of Credit and Collection as suggested by the National Institute of Credit and with the support and interest of the National Association of Credit Management. The following courses are included in this sequence:

1. Practical Business Economics
2. Business Writing
3. Self-Expression (Persuasion)
4. The Selling Process
5. Advertising and Promotion
6. Personnel Management
7. Credit and Collection Principles
8. Advanced Credit and Collection
9. Financial Statement Analysis
10. Credit Management Problems
11. Law—Contracts and Agency
12. Law—Negotiable Instruments

Of the courses listed above, Numbers 1, 2, and 3 are offered every semester (see outlines for these on pages 34 and 30.) Courses 4 and 5 are offered as announced under Marketing (see page 30). Course No. 6 is offered as announced under General Business Management (see page 27). Of the courses 7 through 12, at least one will be offered each semester. All of the latter apply on the Fellow Award Program sponsored by the National Association of Credit Management.

Law—Negotiable Instruments will be offered during this spring semester. The class will meet on Thursdays, from 7 to 9 p.m., in Room 17, beginning January 31 and continuing through the semester. Lecturer, Samuel Mirkin. Semester fee, \$25.

## General Insurance

This sequence of three courses is designed for those whose experience in this field is still elementary. The subject matter deals with the general principles of insurance as they apply to Casualty Insurance; Fire and Marine and Allied Lines Insurance; and Life Insurance. Emphasis in each of these fields will be on the application of subject matter to the actual operation of an insurance business. Course outlines developed by the Insurance Institute of America, Inc., and a textbook will be used as bases and guides for classroom

presentation and discussion. Each course represents two semesters of study.

### Casualty Insurance

Casualty Insurance, begun in the Fall, will be continued during this spring semester. Its topical outline includes:

- Automobile Liability Insurance
- Employers' Liability and Workmen's Compensation
- Business and Professional Liability
- Personal Liability
- Theft Coverages
- Aviation Insurance
- Fidelity and Surety Bonds
- Accident and Health Insurance
- Miscellaneous Casualty-Credit and Title Insurance

The class will meet on Mondays, from 5:30 to 7:30 p.m., in Room 10, beginning January 28 and continuing throughout the semester (sixteen weeks). Lecturer, Edmond L. Foley, Jr. Semester fee, \$30.

### Life Insurance

(to be offered during the fall semester of 1963)

## Insurance: C.L.U.\*

The Indiana University South Bend Campus and the North Central Indiana Chapter of Certified Life Underwriters are cooperating in offering this study program in the field of insurance. Its object is to prepare students for the five separate examinations prepared by the American College of Life Underwriters to lead to the C.L.U. designation. The curriculum is designed to provide the life underwriter with a broad understanding of important aspects of life insurance and related fields of knowledge, and to improve his ability to apply this knowledge to the advantage of the buyer of life insurance. Study guides and textbooks may be obtained at the Bookstore. All C.L.U. courses listed below are full year courses of thirty-two weeks.

The five study phases are: Part I: Fundamentals of Life Insurance and Annuities; Part II: Business Life Insurance, Accident and Sickness Insurance, Group Insurance, and Pensions; Part III: Law, Trusts, and Taxation; Part IV: Economics and Finance; Part V: The Practice of Life Underwriting.

Part II, being offered during this entire year, meets on Tuesdays, beginning for the second semester on January 29, from 1:30 to 3:30 p.m., in Room 114. Lecturer, George W. Viger. Semester fee, \$36.

## Insurance Principles and Practices: C.P.C.U.\*

The C.P.C.U. educational program is presented cooperatively by the University South Bend Campus, and the Chartered Property and Casualty Underwriters. The series of courses has been developed by the American Institute for Property and Liability Underwriters and is a comprehensive study covering four broad areas: Parts I and II—Insurance Principles and Practices; Part III—General Education; Part IV—Law; Part V—Accounting, Finance, and Agency

\*Undergraduate credit may be obtained for the courses marked with an asterisk. Applicants for such credit should apply for a special departmental examination. Application for this examination may be made through your instructor.

**Management.** Each part constitutes a course of thirty-two weeks.

Part IV—Law is being offered this year. This course deals with such topics as contracts, torts, agency, the standard fire policy, marine insurance, liability and miscellaneous forms of insurance, accident insurance, security for credit transactions, negotiable instruments, business organizations, personal property, and real property. Students may obtain the topical outline pamphlet for Part IV at the Bookstore.

The class will meet in Room 11 on Mondays throughout the semester, from 5 to 7 p.m., beginning January 28. Lecturer, George W. Viger. Semester fee, \$36.

## Marketing

The University offers during four successive semesters a series of four courses dealing with the many factors involved in the distribution of goods and services to the consumer. The courses in the sequence are: **Business Economics, The Marketing Process, The Selling Process, Advertising and Promotion.**

This sequence of courses has been prepared for persons in the marketing field who feel they would benefit from an academic discussion of this subject matter, as well as from an exchange of ideas through group discussion with other people of similar interests. The sequence will also provide basic training for persons wishing to enter any phase of this field.

The **Selling Process** is offered during this spring semester. Topics to be covered include:

The Economic Functions of the Selling Process

Types of Selling

Development of the Sales Organization—Recruiting, Training, and Motivation

The Techniques of Making a Successful Sale

The Creation of Consumer Demand—Promotion Programs

Ethics of Selling

Legal Aspects of the Selling Process

The class will meet in Room 13 on Wednesdays, from 8 to 10 p.m., beginning January 30, and continuing for sixteen meetings. Lecturer, Burnett C. Bauer. Fee, \$25.

## Medical Assistants Training Program

Co-sponsor, St. Joseph County Chapter of Medical Assistants Association

This program consists of a six-part study course for medical assistants or for individuals interested in preparing for this vocation. Each part provides for sixteen two-hour sessions in the following areas: **Medical Information for Medical Assistants; Nursing Information for Medical Assistants; Law and Economics in Medical Office Administration; Medical Office Management; Psychology of Human Behavior; and Dynamics of Human Behavior.**

The course offered this semester combines the subject matter of psychology of human behavior and dynamics of human behavior under the general title, "Psychology for Medical Assistants." A brief topical subject-matter outline appears below.

Orientation to the Course and to Psychology

Areas of Psychology

Comparative, physiological, developmental, statistical, psychometric, social, and abnormal

The Practice and Applications of Psychology

Emphasis on clinical psychology

Personality Development

Emphasis on psychoanalytic insights

Psychopathology

Approach to Problem Solving

Function, Roles, and Status of Medical Assistants

Waiting Room and Office Problems with Patients

Bills, Emergencies, Appointment Problems

Problems with Co-workers

Employer and Employee Problems

Summary

Examination

The class will meet on Tuesdays, beginning January 29, in Room 120, from 7 to 9 p.m. and continue through May 21. Lecturer, Martin Bravin. Fee, \$24.

## Production and Inventory Control

Indiana University and the American Production and Inventory Control Society are cooperating in offering this study program in the field of production and inventory control. It is designed for those engaged in part- or full-time production and inventory control work and also for those students considering this field as an occupation. The curriculum will provide the student with a broad understanding of important aspects of production and inventory control and improve his ability to apply this knowledge to his company.

The six study phases are: Part I: **Production Management** (prerequisite to the other courses); Part II: **Business Economics**; Part III: **Budgeting and Cost Accounting**; Part IV: **Production Planning and Scheduling**; Part V: **Inventory Control**; Part VI: **Production and Inventory Control Systems and Procedures.**

Part IV: **Production Planning and Scheduling** is being offered during this spring semester. Topics to be covered include:

Basis for Production Planning

Production Plan Periods

Sale Types and Production Planning

Production Planning Methods

Objectives of Production Scheduling

Factors in Scheduling

Systems for Production Scheduling

Product Mix and Scheduling

The Use of Load Charts

Application of Production Scheduling

The class will meet in Room 120 on Wednesdays, from 7 to 9 p.m., beginning January 30, and will continue through the semester (sixteen meetings). Lecturer, Page Glase. Fee, \$25.

## Real Estate

In cooperation with the Indiana Real Estate Commission and the South



Bend Board of Realtors, the University offers the following courses in the Real Estate field: **Real Estate I:** a course in the basic principles of Real Estate; **Real Estate II:** a course in the fundamentals of Real Estate Law; **Real Estate III:** a review of I and II preparatory to taking the State Licensing Examination (both I and II are prerequisite courses to Real Estate III); **Real Estate—Sales and Brokerage:** an advanced course for those with experience in real estate practice; **Real Estate—Appraisal:** an advanced course dealing with residential, commercial, and industrial appraisal.

Real Estate II, Real Estate III, and Sales and Brokerage will be offered during this spring semester of 1963.

Real Estate II will meet on Mondays, beginning January 28, from 7 to 9 p.m., in Room 18 and continue through the semester. Lecturer, George Patton. Fee, \$25.

Real Estate III involves possible questions that may be asked by the State Licensing Board on subject matter covered in the elementary courses. The class will meet in Room 121 on Wednesdays, from 7 to 9 p.m., beginning January 30 and continuing for eight meetings. Lecturer, Joel Bullard. Fee, \$15.

Sales and Brokerage will cover the following topics:

Introduction: Brokerage Organization; Salesman's Duties and Responsibilities  
Listings; Methods of Securing and Servicing; Services to the Seller;  
Preparation of the Listing Contract  
Securing Buyer Prospects and Follow-up  
Qualifying your Buyer; Selecting and Showing of Properties  
The Purchase Agreement; Getting the Buyer to Say Yes; Preparation of the Purchase Agreement; Negotiation  
Financing  
Closing Statements  
Ethics; The Office; Sales Management; Office Management  
Selling Yourself  
Selling Techniques

The class will meet in Room 118 on Thursdays, from 7-9 p.m., beginning January 31 and continuing for ten meetings, through April 4. Lecturer, Richard Hodson. Fee, \$25.

## Secretarial Training

In cooperation with the South Bend Chapter of the National Secretaries Association, the University presents a program designed to give professional status to secretaries. Course work is presented in six areas: **Secretarial and Office Practices, Secretarial Accounting, Business Law, Business Organization and Administration, Economics, and Personal Adjustment and Human Relations.** Comprehensive examinations over these areas are given by the National Secretaries Association. Successful completion of the program entitles the secretary to certification by the Association. The program is open to all interested persons.

Business Organization and Administration, and Economics are the areas to be covered during this semester. Personal Adjustment and Human Relations are the areas to be covered during the fall semester of 1963.

The class will meet in Room 117 on Wednesdays, from 6 to 8 p.m., be-

ginning January 30 and continuing through May 22. Lecturer, Harold Gram. Fee, \$24.

## Taxes

This sequence of three courses is designed for the person whose occupation relates to the field of taxation where explicit and up-to-date information in the areas of federal, state, and local taxation is needed. These courses will also be helpful for those who can apply such information to an individual situation or to that of the firm which employs them. This sequence includes **Federal Tax Planning, Federal Gift and Estate Tax, Taxes—State and Local.**

Federal Gift and Estate Tax will be offered during the spring semester. Topics to be discussed will include: Do You Need a Will? Should There Be Any Changes in Your Existing Will? Maximum Benefit through Marital Deduction; Life Time Transfers; Joint Ownership of Property; Life Insurance—Liquidity; Simultaneous Death; Current Federal Estate and Gift Tax Rates, Exemptions, Deductions and Exclusions; Checklist for Planning.

The class will meet on Mondays, beginning February 4, from 7 to 9 p.m., in Room 11, and continue through March 25 (eight meetings). Lecturer, Harry Heppenheimer. Fee, \$10.

## Traffic and Transportation

This study program in traffic and transportation has been developed with the cooperation of the Indiana University School of Business and the American Society of Traffic and Transportation, Inc.

The program has a dual purpose: preparation for the four written examinations that are required for certification to membership in the A.S.T.T., and provision of study opportunities for those who want to develop further their knowledge in this area, whether or not they are interested in taking the examinations.

The four prescribed examinations cover the following areas of study:

1. Transportation Economics
2. Traffic and Transportation Management (see Business Management—General)
3. General Business—including
  - (a) Principles of Economics
  - (b) Marketing
  - (c) Political Science
  - (d) Geography
  - (e) Finance and Banking

One semester of study is devoted to each of the above areas, with the exception of No. 2 which covers a full two-semester study period.

Management—Part II will be offered during this spring semester. The course outline includes: Human Relations; Communication; Leadership; Training Development; Discipline, Attitude and Morale; Process of Controlling; Ways and Means of Controlling; Production Management; Personnel Management; Marketing and Finance; Trends and Horizons in Management Thought.

The class will meet in Room 118 on Mondays, from 7:30 to 9:30 p.m., beginning January 28 and continuing through the semester. Lecturer, David Dalenberg. Semester fee, \$25.

## SUPPLEMENTARY COURSES

### Business Economics: Practical

This course in economics may be applied to the requirements of these sequences listed on the preceding pages: **Business Systems and Data Processing, Credit and Collection, Marketing, General Business Management, and Production and Inventory Control.** The inclusion of this course in the sequence courses is based on the belief that a knowledge of basic economics is essential for an adequate understanding of the three areas covered by these sequences. **Practical Business Economics** aims to provide fundamental information in a broad sense for personal use, review, or general interest. The course content includes:

- The Central Problems of the Economic Society
- Business Organization
- Supply and Demand
- Equilibrium of the Firm: Perfect and imperfect competition
- Business Cycles
- The Banking System: A) The Federal Reserve System  
B) Monetary policy
- Synthesis of Monetary and Fiscal Policy
- Stocks, Bonds, Securities—Speculation and Risks
- Government Regulation of Business
- Labor and Management Relations
- International Trade and Finance

The class will meet in Room 13 on Wednesdays, from 6 to 8 p.m., beginning January 30 and continuing through May 15 (sixteen meetings). Lecturer, Robert Howard. Fee, \$25.

### Business Writing

Written communications, especially in the business world, need to be correctly phrased, clear, concise, and readable. This course aims at teaching the writing of letters, memoranda, and reports that command attention and respect. It will make a realistic approach to everyday practical writing, which is so vital to American business, and will stress the reader's point of view. Actual problem situations will be drawn for the student to think and write about.

February 4	Principles of Business Communication Understanding the goals of business writing
February 11	Style of the Business Letter Appearance, mechanics, punctuation
February 18	Fundamental Forms of Business Letters Quality and techniques
February 25	Specific Types of Business Letters Inquiries, answers to orders, claims and adjustment letters; credit, collection, and sales letters
March 4	The Follow-through Communication Letters, telegrams, telephone
March 11	The Report and Memorandum
March 18	Bibliography The proper assembly of bound reports; collating
March 25	Writing Minutes of Meetings: Corporation Minutes, Bylaws

The class will meet on the above Mondays, from 6:45 to 8:15 p.m., in Room 214 of the John Adams High School. Lecturer, to be announced. Fee, \$10.

### C. P. A. Review Problems

The emphasis in this course is on the accounting practice section of the C.P.A. examination. However, the course is also an excellent review for the theory and auditing sections of the examination, as the instructor will conduct intensive discussion of accounting theory. Problem materials from the text and from prior C.P.A. examinations will be used to help the student develop effectiveness and efficiency in the solving of complicated accounting problems.

The class will meet in Room 11 on Tuesdays, from 8 to 10:30 p.m., beginning January 29. Lecturer, Walker Fesmire. Fee, \$30.

### English Review

This course offers the student a thorough drill in essentials of grammar, punctuation, sentence structure, and word usage. It is useful for high school graduates who are not well prepared for college composition classes and for others who need review in this subject. The class will meet in Room 134 for sixteen successive Mondays, from 6:45 to 8:15 p.m., beginning January 28. Instructor, William B. Madden. Fee, \$20.

### Mathematics Review

The purpose of this course is to give high school graduates who have been out of school for some time and who now wish to enter college an opportunity to clear up weakness in this area of study. College freshmen whose interest is in science, where solid mathematical knowledge counts, may take this course concurrently with their regular course of study as a brush-up experience. Elementary and secondary school teachers, as well as persons with business interests, will also find this review useful. Subject matter includes:

- Introduction to Mathematics
- Number Systems
- Fractions and Equations
- Theory of Equations
- Ratios, Proportions, and Variations
- Logarithms and Slide Rule
- Measurement Computation
- Permutations and Combinations
- Statistical Concepts and Measures
- Properties of Geometric Figures
- Graphs and Graphical Solutions
- Functional Relationships and  
Notations
- Trigonometric Functions
- Trigonometric Identities
- Introduction to Set Theory
- Introduction to Finite Mathematics

The class will meet in Room 134 on Tuesdays, from 8:30 to 10 p.m., be-

ginning January 29 and continuing for sixteen meetings. Lecturer, E. R. Hudson. Fee, \$20.

## Persuasion

Persuasion in this course is primarily concerned with the practice of oral discourse that wins belief or stimulates action by employing all the factors that determine human behavior. Emphasis will be given to class demonstration of obtaining and holding of attention, the terminology of persuasion, the belief-winning argument, audience analysis, and persuasion through appeals to wants and values. A textbook will be used.

The class will meet in Room 9 on Wednesdays, from 6:30 to 8 p.m., beginning January 30 and continuing through May 22 (sixteen meetings). Lecturer, Jess Yoder. Fee, \$20.

## Purchasing Policies and Procedures

This course is being offered with the cooperation of the South Bend Purchasing Agents Association and follows the course outline developed by the National Committee on Education of the National Association of Purchasing Agents.

The course is designed to formalize the thinking of experienced purchasing agents and to assist new people in the field to get properly oriented through a study of

- Basic Concepts of the Procurement Function
- Organization for Procurement
- Basic Principles of Procurement
- Legal Aspects
- Procedures and Forms
- Special Aspects of Procurement
- Related Functions
- Purchasing Policies
- Aids to Effective Purchasing Management
- Evaluation of Purchasing Performance

The class will meet in Room 17 on Tuesdays throughout the semester, from 6 to 8 p.m., beginning January 29. Lecturer, William H. Van Derbeck. Fee, \$25.

## Slide Rule Techniques

Skill in the use of the slide rule can be a significant aid to students of the mathematical sciences and also of real practical benefit to people in business and industry where rapid calculation can be an important time saver.

The class will meet in Room 17 on Tuesdays, from 8:40 to 9:40 p.m., beginning January 29 and continuing through the semester (sixteen meetings). Lecturer, John W. Johnson. Fee, \$15.

## Speed Reading

### Developmental Reading for Adults

Many persons in business and the professions feel the need for improving

their speed and comprehension in reading. Because of the large volume of printed material that people must read today and understand quickly, the ability to read swiftly and intelligently has become of utmost importance to success in almost any undertaking.

This course has been planned with the aim of sharply increasing the reading speed and comprehension of the participants. Scientific materials and equipment will be employed, along with regular and frequent evaluations, to accomplish this purpose. The instructor will attempt to discover the reading weakness of each student, and to make the necessary recommendations for improvement.

Two sections of the class have been scheduled. Section 1 will meet for twelve successive Tuesday evenings, beginning January 29, from 6 to 7:30 p.m., in Room 115. Lecturer, Michael Rose. Fee, \$20.

Section 2 will meet for twelve successive Tuesday evenings, beginning January 29, from 8 to 9:30, in Room 115. Lecturer, Michael Rose. Fee, \$20.

## Basic Engineering Statistics

### Part I

Basic Engineering Statistics will be offered in two parts, I and II. Part I is being offered this semester. Part II will be offered during the fall semester of 1963. A textbook will be a requirement. The following topics will be discussed:

- Numerical Distributions; Graphical Presentations; Samples; The Mean, Median and Mode; Geometric, Harmonic and Weighted Means; Quartiles, Deciles, and Percentiles; Average and Standard Deviations; Rules of Probability; Probabilities in Games of Chance; Mathematical Expectation; Decision Making; The Binomial Distribution; The Mean and Standard Deviations of the Binomial Distribution; Continuous Distributions; The Normal Curve; Fitting a Normal Curve to Observed Data; Random Sampling; Sampling Distributions; The Estimation of Means of Large and Small Samples; Standard Errors and Probable Errors

The class will meet in Room 21 on Tuesdays, from 6:30 to 8:30 p.m., beginning January 29 and continuing through the semester (sixteen meetings). Lecturer, John W. Johnson. Fee, \$30.

## Vocabulary Building

Many persons fail to write and speak English adequately because of limited language resources. The development of correct habits and self-confidence in the use and pronunciation of words is tantamount to improving such resources. Cultivated speech and writing emanate less from the memorization of new words and phrases than from the study of the origin and use of words, of synonyms and antonyms, and of aids in forming correct habits that inspire self-confidence.

The third and sixth topics listed below will be handled as workshops. Efforts will be directed toward illustrating certain of the more formal aspects of the technique of vocabulary building; these aids may be carried on in the reading activities of the student after the course terminates.

This series should prove beneficial to all who wish to achieve greater mastery in the oral and written use of the English language and to improve reading comprehension. It includes the following topics:

How to acquire a more extensive vocabulary through the use of the dictionary

Denotation and connotation of words; synonyms and antonyms; specific and concrete words

Practical application of the principles stressed in previous meetings through the use of selected readings

Foreign words and expressions in English

Learning words through knowledge of Greek and Latin roots, prefixes, and suffixes

Principles governing vocabulary building

The class will meet in Room 7 on Wednesdays, from 6:45 to 8:15 p.m., beginning January 30 and continuing through March 13. Lecturer, Anna L. Bohan. Fee, \$10.

## GENERAL STUDIES PROGRAM

### South Bend-Indiana University Campus A Cappella Singers

Admission to this choral group will be by audition during the first week of each semester. The primary purpose of the Singers is to give singing opportunity to community individuals and to University students who can qualify. Students registered for twelve or more credit hours may join the Singers without paying the regular fee, unless they are taking this course for credit. The Singers will give one winter and one spring concert at the University Theatre. Programs will be developed from the best in choral literature. Although this is primarily a noncredit activity, participants duly enrolled as University students may use this ensemble experience as a credit opportunity (course number Music X110—1 hour's credit).

This choral group will meet in Room 44 on Wednesdays throughout the semester, beginning January 30, from 7:30 to 9:30 p.m. Director, Ejnar Krantz. Noncredit fee, \$15.

### Acting Fundamentals

A beginning course for actors interested in academic and community theatre work. The class presents fundamental theories and practice in the art of acting. It includes physical and vocal exercises designed for an actor's use, character analysis, stage movement, and related studies requisite to the building of a dramatic performer for a play. Improvisations and scenes from works of recognized dramatic value will be presented in laboratory sessions.

The class will meet on Mondays and Thursdays throughout the semester, from 6:30 to 8:30 p.m., on the Theatre Stage. (May also be taken as a credit course, see page 21.) Lecturer, Joseph G. Green. Noncredit fee, \$30.

### Art Introduction

An introductory and comparative study of a few great periods in art. The

objectives are to acquaint students with selected masterpieces of art and to foster an appreciation of art through an increased knowledge of materials, techniques, form, and content.

Included in the course are such subjects as Primitive Art of Prehistory and the Twentieth Century; Empathy in Art; Romanesque and Gothic Art and Architecture; Aesthetic Principles of Cognition; Renaissance Paintings; Impressionism; the Movements of the Twentieth Century; the Catharsis Theory in Art; Twentieth-Century American Painting.

The class will meet in Room 15 on Wednesdays, from 7 to 8:50 p.m., beginning January 30 and continuing through the entire semester. (See also under credit courses, page 17.) Lecturer, Catherine Evans. Noncredit fee, \$10.

### Astronomy

This field of interest has become a vital one for the American public. Two courses are offered: **The Solar System** and **Stellar Astronomy**. Each course will be offered in two parts. Although it is preferable to study Part I before Part II, this is not essential procedure. A textbook will be used.

The **Solar System I** will be offered during this spring semester. This course and its sequel, Part II, will include the celestial sphere and constellation study, the measurement of time, astronomical instruments, the earth as a planet, the moon, eclipses, planets and their satellites, comets, meteors, and the various theories of the origin of the solar system.

The class will meet in Room 116 on Mondays, from 8:30 to 10 p.m., beginning January 28 and continuing through the semester (sixteen meetings). Lecturer, Robert I. Johnson. Fee, \$20.

### Indiana University South Bend Auditorium Series

Remaining attractions for this season:

February 16 Menahem Pressler, Pianist

March 16 Indiana University School of Music

Faculty Brass Ensemble

April 6 Indiana University South Bend Center Theatre Presentation:

Moliere's farce, *The Doctor in Spite of Himself*

The performances will take place at 8:15 p.m. on the evenings indicated. Tickets may be purchased at the Theatre Ticket Office on the night of the performance. Single admission, \$1.25.

### Audubon Wildlife Screen Tours

The University cooperates with the South Bend Audubon Society in the presentation of outstanding illustrated lectures on natural history. These lectures include all-color motion pictures on animate and inanimate nature phenomena—birds, insects, fish, mammals, water, soil, scenery, and flowers.

January 12 Bonus Film—"Alberta Outdoors"

February 9 Chester P. Lyons—"The Right to Live"

March 9 Charles Mohr—"The Living Wilderness"

April 20 John E. Taft—"The Shandon Hills"

All programs are presented in the University Theatre at 8 p.m. Admission tickets may be secured at the Theatre Ticket Office on the nights of showings.

## Indiana University Classic Film Series

Five outstanding films will be shown each semester in the University Theatre. Films are chosen for their cultural and artistic merit. All films are feature length. Films in which the native idiom is used will bear English subtitles to enable complete understanding of the action without foreign language skill.

- February 2 "Ivan the Terrible"—Part II (Russian)  
Sergei Eisenstein in his inimitable fashion produces this sequel to "Ivan the Terrible"—Part I shown during our fall semester.
- March 2 "My Uncle" (French)  
M. Hulot, the principal character in this comedy played by Jacques Tati, must run the gauntlet set by the chilly pretentiousness of the automated home. Tati's capacity for pantomime is fully exploited.
- March 30 "The Medium" (American)  
Gian Carlo Menotti's masterpiece featuring Anna Maria Alberghetti as Monica, with Marie Powers, Leo Coleman, and Beverly Dame. Screen play and direction by Menotti. Music by Thomas Shippers conducting the Symphony Orchestra of Rome Radio Italiana.
- April 27 "Smiles of a Summer Night" (Swedish)  
Ingmar Bergman directs this comedy aided by Eva Dahlbeck, Harriett Andersson, Ulla Jacobson, and Margit Pulqvist, a quartet who demonstrate that in matters of love their opposite members have little chance.
- May 18 "The Blue Angel" (German)  
The original foreign production directed by Josef Von Sternberg and starring Marlene Dietrich, Emil Jannings, Hans Albers, and Rosa Valetti. The story is based on the famous novel by Heinrich Mann, *Professor Unrath*.

All pictures will be shown on the Saturdays listed above, at 8 p.m., in the University Theatre. Tickets may be obtained by mail by using the application form in this *Bulletin*, at the University's General Office during week days, or at the Theatre Ticket Office on nights of the performances. Regular University students may also obtain season tickets during registration. Fee for the series of five pictures, \$4. Single admission, \$1.

### French—Easy Conversation and Reading II

This course is for those who wish to increase both reading and speaking skill in this modern foreign language above the first level course, Easy Conversation and Reading I. It is also a good review experience for those who are preparing to take the higher level course, French—Continuing I and II.

The class will meet on Thursdays, from 8 to 10 p.m., in Room 216 of the John Adams High School, beginning January 31 and continuing for sixteen meetings. Lecturer, Mrs. Marusha Smilyanitch. Fee, \$20.

### German—Easy Conversation and Reading II

This course is for those who wish to increase both reading and speaking skill in this modern foreign language above the first level course, Easy Con-

versation and Reading I. It is also a good review experience for those who are preparing to take the higher level course, German—Continuing I and II.

The class will meet in Room 116 on Tuesdays, from 8 to 10 p.m., beginning January 29 and continuing for sixteen meetings. Lecturer, Rimvydas Sliazas. Fee, \$20.

### German—Continuing I

This course is for those who have achieved the skill level of speaking and reading represented by the first level courses, German—Easy Conversation and Reading I and II. It continues to build on this elementary experience in preparation for the greater proficiency level required for the third level courses, German—Intermediate I and II.

The class will meet in Room 116 on Fridays, from 8 to 10 p.m., beginning February 1, and continue for sixteen meetings. Lecturer, Rimvydas Sliazas. Fee, \$20.

### History of Jewish Thought

The course objective is to analyze and evaluate the trends, movements, and philosophies that dominated Jewish thought in the various periods of Jewish history. It is a study in comparative religion. Historical periods to be covered are:

Talmud	Pietism
Karaism	Enlightenment
Rationalism	Classical Reform
Mysticism	Zionism

The class will meet in Room 21 on Mondays, from 7 to 8:30 p.m., beginning February 11 and continuing through March 25 (seven meetings). Lecturer, Rabbi Marvin J. Sugarman. Fee, \$10.

### Interior Design and Decoration

These lectures on interior decorating will be delivered by a professional lecturer, designer, and teacher. They will be illustrated with materials and slides.

January 31	Wallpapers and Their Use
February 7	Fabrics: Drapery and Upholstery
February 14	Windows and Their Treatment
February 21	The Fixed Areas: Walls, Floors, Ceilings
February 28	The Value of Accessories in the Home
March 7	Pictures: Their Importance in Decoration
March 14	Living Rooms as Family Rooms
March 21	What is Contemporary?
March 28	Decorating in the Contemporary Manner
April 4	You and Your Home

The series above (Section 1) will be offered from 7:30 to 9 p.m., on the Thursdays listed above, in Room 126. Lecturer, Elton Breckenridge. Fee, \$10.

See next page for Section 2.

A series (Section 2) of five lectures on interior decoration for those who cannot attend the evening lectures will be given from 1:30 to 3 p.m., in Room 126, on the days listed below.

- January 31 Wallpapers and Their Use  
February 7 Fabrics: Drapery and Upholstery  
February 14 Windows and Their Treatment  
February 21 The Fixed Areas: Walls, Floors, Ceilings  
February 28 The Value of Accessories in the Home  
Lecturer, Elton Breckenridge. Fee, \$5.

### Investment Principles

This series of lecture-discussion meetings is intended to inform the lay investor on the basic principles of intelligent investment. Special emphasis will be placed on the study of common and preferred stock. Discussion opportunity will follow each formal lecture to permit clarification of points raised. The following outline will be used:

- Various Types of Investments
- How to Read the Financial Page
- Information You Need Before Investing
- Objectives of Your Investment Program
- How and When to Make Investments
- Factors to Consider in Selecting Stocks
- Common Stocks That Are Current Favorites

The class will meet in Room 9 on Mondays, from 7:30 to 8:45 p.m., beginning February 11 and continuing through March 25. Lecturer, Charles Beutter. Fee, \$10.

### Law for the Layman

Almost all persons need the advice of a lawyer in their everyday relations. This course will treat some of the more common problems as they relate to individuals as well as to business enterprises. A discussion period will follow the lecture portion at each session of this course to permit clarification of the points raised. Lecturer, Harry Heppenheimer.

Subject matter includes:

- Business Agreements
  - Bill of Sales, leases and rights of parties thereunder; Promissory notes and checks; Insurance policies; and other types of business contracts.
- Business Organizations—Proprietorship
  - Why a sole proprietorship? Advantages and disadvantages; State and Federal regulations.
- Business Organizations—Corporations vs. Partnerships
  - Why should I incorporate? Advantages and disadvantages; Statutory regulations; problems of taxation; doing business in other states.
- Recent Federal Legislation
  - Small business law; tax advantages and disadvantages under new law.

The class will meet in Room 213 of the John Adams High School on Tuesdays, from 7 to 8:30 p.m., beginning February 4 and continuing through March 11. Fee, \$10.

### Literature: Contemporary American Satire

The subject matter of this course will include the writers Twain, Mencken, Lewis, Lardner, Thurber, Marquand, Nabokov, Albee, Huxley, and Waugh. Persons enrolling should read the textual material indicated before it is discussed in order to derive the maximum value from the discussions.

The following paper-back titles are available in the South Bend Campus Bookstore at nominal cost: *Huckleberry Finn*, *Main Street*, *Haircut and Other Stories*, *Let Your Mind Alone*, *The Late George Apley*, *Lolita*, *American Dream*, *After Many a Summer Dies the Swan*, and *The Loved Ones*. This listing parallels the authors named above, except for Mr. Mencken whose magazine editorials were his most important contributions.

The class will meet in Room 15 on Thursdays, from 7:30 to 9 p.m., beginning January 31 and continuing through April 4 (ten meetings). Lecturer, George N. Thoma. Fee, \$10.

### Literature: Elizabethan and Stuart Drama

This course considers representative works of Shakespeare's contemporaries. The works will be examined as major achievements in themselves, and also for their contribution to the development of the genres of tragedy, comedy, and tragicomedy. Texts of plays will be available in the South Bend Campus Bookstore. Authors and works to be discussed are:

- Christopher Marlowe, *Doctor Faustus*
- Thomas Kyd, *The Spanish Tragedy*
- Thomas Dekker, *The Shoemaker's Holiday*
- Ben Jonson, *Volpone*
- Francis Beaumont and John Fletcher, *Philaster*
- John Webster, *The Duchess of Malfi*
- Philip Massinger, *A New Way To Pay Old Debts*

The class will meet in Room 213, John Adams High School, on Wednesdays, from 7 to 8:30 p.m., beginning February 13 and continuing through March 27 (seven meetings). Lecturer, Francis P. Carpinelli. Fee, \$10.

### Music Appreciation

#### Evenings with Great Composers

This lecture series aims toward acquainting the nonprofessional music enthusiast with some of the fundamental concepts and forms of the art through discussion and analysis of typical masterpieces and through building up a proper background for intelligent appreciation of music heard today. Topics include a complete study of the Romantic period; the lives of composers (Liszt, Sibelius, Wagner, Richard Strauss, Brahms, Debussy); chamber music; the concerto; the sonata; modern music; principal trends and representative composers. No knowledge of the technical aspects of music is necessary for admission. (See also under credit courses, page 19.)

Two sections of the class have been scheduled. Section 1 will meet in Room 44 on Tuesdays, from 5:20 to 7:10 p.m., beginning January 29 and continuing through May 21. Lecturer, Ejnar Krantz. Fee, \$10.

Section 2 will meet in Room 44 on Mondays, from 7 to 8:50 p.m., beginning January 28 and continuing through May 20. Lecturer, Cecil Deardorff. Fee, \$10.

## Applied Photography

This is an applied course in photographic lighting for which the student will use his own camera of whatever type, including roll film.

Advanced lighting of face and figure and detailed information on discriminating use of the exposure meter comprise the central interest of this course. Each session will be divided into a discussion period and a period of actual photography, using a variety of models, etc. This course is designed for the serious photographer.

Classes will meet at the DeGross Studio at 1920 South Michigan, where complete and modern laboratory equipment will be available, on seven successive Thursdays, from 8 to 10 p.m., beginning February 7. Lecturer, Kenneth C. DeGross. Fee, \$15.

## Problems in Adolescence

This is an adult, group-discussion course which brings into focus the major problems encountered by today's adolescents. Areas of discussion will include: Preparing for adolescence in childhood; pre-adolescent foundations of adolescent difficulties (emergence of poor school and work habits, early boy-girl relationships, discipline problems); "addiction" to adolescent worlds; dating; delinquency; and parental management of adolescent problems.

The class will meet in Room 215, John Adams High School, on Tuesdays, from 7:30 to 9 p.m., beginning February 12 and continuing through March 26 (seven meetings). Lecturer, Walt P. Risler. Fee, \$10.

## Religions of Mankind

This course on comparative religion offers seven lectures on the history of religion. It begins with man's first attempt to explain the mystery of life and nature and is carried through the crystallization of the God concept in the major religions of mankind.

February 6	How Religion Began: Man's Search for God
February 13	Hinduism and Buddhism
February 20	Confucianism and Zoroastrianism
February 27	Islam: The Religion of Mohammed
March 6	Judaism
March 13	Christianity
March 20	Patterns of Religious Faith

The class will meet on the above Wednesdays, from 1:30 to 2:45 p.m., in Room 13. Lecturer, Rabbi Albert M. Shulman. Fee, \$10.

## Russian—Easy Conversation and Reading II

This course is for those who wish to increase both reading and speaking skill in this modern foreign language above the first level course, Easy Conversation and Reading I. It is also a good review experience for those who are preparing to take the higher level courses, Russian—Continuing I and II.

The class will meet in Room 132 on Wednesdays, from 6:45 to 8:45 p.m., beginning January 30 and continuing for sixteen meetings. Lecturer, Jerome M. Hoffman. Fee, \$20.

## Russian—Continuing I

This course is for those who have achieved the skill level of speaking and reading represented by the first level courses, Russian—Easy Conversation and Reading I and II. The course continues to build on this elementary experience in preparation for the greater proficiency level required for the third level courses, Russian—Intermediate I and II.

The class will meet in Room 216 of the John Adams School on Tuesdays, from 6:45 to 8:45 p.m., beginning January 28 and continuing for sixteen meetings. Lecturer, Jerome M. Hoffman. Fee, \$20.

## Spanish—Easy Conversation and Reading II

This course is for those who wish to increase both reading and speaking skill in this modern foreign language above the first level course, Easy Conversation and Reading I. It is also a good review experience for those who are preparing to take the higher level course, Spanish—Continuing I and II.

The class will meet in two sections: Section 1 will meet on Tuesdays, from 9 to 11 a.m., in Room 117, beginning January 29 and continuing for sixteen meetings. Section 2 will meet in Room 117 on Mondays, from 6 to 8 p.m., beginning January 28 and continuing for sixteen meetings. Lecturer, Eileen Zeiger. Fee, \$20.

## Spanish—Continuing II

This course is a continuation of Spanish—Continuing I. It concludes the second level of proficiency development in handling this foreign language in reading and conversation and is a proper preparation for the third level course, Spanish—Intermediate I and II.

The class will meet in Room 117 on Thursdays, from 6 to 8 p.m., beginning January 31 and continuing for sixteen meetings. Lecturer, Eileen Zeiger. Fee, \$20.

## Spanish—Intermediate II

This course is directed toward students with some background in Spanish. At the South Bend Campus this noncredit Spanish course sequence is a continuation of Spanish—Intermediate I. Persons completing this course may apply for special placement examinations in accordance with University credit course procedure.

This class will meet in Room 117 on Thursdays, from 8 to 10 p.m., beginning January 31 and continuing for sixteen meetings. Lecturer, Eileen Zeiger. Fee, \$20.

## World of Science

(free lectures)

This is a series of four lectures on various subjects of scientific interest, given under the auspices of the National Science Fraternity, Sigma Xi, and in cooperation with various Indiana University science departments.

February 27	Teaching Machines and Programmed Learning Lecturer—Irving J. Saltzman Department of Psychology
March 13	How to Find a New Antibiotic Lecturer—Thomas D. Brock Department of Bacteriology
March 27	Endocrine Control of Ovulation Lecturer—Frank J. Zeller Department of Zoology
April 24	The American Negro—His Origin and Status as a Hybrid Race Lecturer—George K. Neumann Department of Anthropology

The lectures will take place in Room 126, from 7 to 8:30 p.m., on the Wednesdays listed above. These lectures are offered free of charge. Admission will be by pass card. Such cards may be obtained at the General Office window or during registration days. Such cards may also be obtained by mail on request.

## History of the Theatre

### 17th Century to the Present

This course is a study of major trends and factors in each of the primary periods in theatre history and of the effect of these trends and factors on contemporary theatre. Representative plays of each period will be reviewed to illustrate the theatrical considerations of the dramatic literature of that period. (See course S248 if credit is desired.)

The class will meet in Room 9 on Mondays and Thursdays, from 2:20 to 3:30 p.m., beginning January 28 and continuing through the semester. Lecturer, Joseph Green. Noncredit fee, \$30.

## Summer Session, 1963\*

### Course Offering

<b>Business</b>	<b>Government</b>
Introduction to Management Accounting I, A201	Introduction to American Government I, G103
Introduction to Management Accounting II, A202	Introduction to American Government II, G104
Business Law—Contracts, L300	Introduction to World Politics I, G213
Principles of Management and Administration, W300	
<b>Chemistry</b>	<b>History</b>
A Descriptive Survey of Chemistry I, C101	American History: General Course I, H105
	American History: General Course II, H106
<b>Economics</b>	<b>Mathematics</b>
Principles of Economics I, E201	Intermediate and College Algebra, M105
Interpretation of Business and Economic Data, E370	College Algebra, M107
	Trigonometry, M113
<b>Education</b>	Plane Analytic Geometry I-II, M131-M132
Arithmetic for the Elementary Schools, E343	
Introduction to Teaching, F100	<b>Music</b>
	Appreciation of Music I, M174
<b>English</b>	<b>Philosophy</b>
Elementary Composition I, W101	Introduction to Philosophy, P100
Elementary Composition II, W102	
Elementary Composition III, W103	<b>Physics</b>
Freshman Literature I, L101	General Physics: Mechanics, Heat, and Sound, P201
Freshman Literature II, L102	
Introduction to Shakespeare, L220	<b>Psychology</b>
History of Criticism, L371	Introductory Psychology I, P101
Children's Literature, L390	Mental Hygiene, P234
<b>Fine Arts</b>	<b>Sociology</b>
Art Appreciation, H100	Principles of Sociology, S161
	Criminology, S325
<b>Geography</b>	<b>Speech and Theatre</b>
Introduction to Physical Geography, G105	Public Speaking I, S121
Introduction to Cultural Geography, G210	Public Speaking II, S122

\*Summer session schedules will be available about April 1 and will be mailed on request. This list of courses is tentative and subject to change.



## Indiana University South Bend-Mishawaka Campus

### Noncredit Courses

1. Registration by mail can be accepted only for the courses listed below.
  2. A check or money order for the exact amount must accompany all applications and should be made payable to Indiana University.
  3. The class cards will be mailed to the student.
  4. Complete the application form on the last page of this *Bulletin*, enclose check or money order, and mail to Indiana University, Northside Boulevard at Greenlawn Avenue, South Bend, Indiana.
- Additional information in regard to these courses will be found on pages 26 to 46.
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- Many adults regularly take University credit courses listed in this *Bulletin*, pages 13 to 22. Those interested are invited to confer with the Academic Counselor.
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- Indiana University Campus  
Northside Boulevard at  
Greenlawn Avenue  
South Bend, Indiana  
Telephone ATlantic 2-2341

### Register by Mail in These Courses

- Acting Fundamentals, \$30, page 38  
Art Introduction, \$10, page 38  
Astronomy, \$20, page 39  
Practical Business Economics, \$25, page 34  
Business Management II, Applied, \$25, page 27  
Business Systems and Data Processing, \$25, page 26  
Small Business Management, \$25, page 27  
Business Writing, \$10, page 34  
C. P. A. Review Problems, \$30, page 35  
Credit and Collection, \$25, page 28  
Literature: Elizabethan and Stuart Drama, \$10, page 43  
English Review, \$20, page 35  
French—Easy Conversation and Reading II, \$20, page 40  
German—Easy Conversation and Reading II, \$20, page 40  
German—Continuing I, \$20, page 41  
History of Jewish Thought, \$10, page 41  
History of the Theatre, \$30, page 46  
Indiana University Classic Film Series, \$4, page 40  
Casualty Insurance II, \$30, page 29  
Insurance: C.L.U., Part II, \$36, page 29  
Insurance: C.P.C.U., \$36, page 29  
Interior Design and Decoration  
    Section 1, \$10, page 41  
    Section 2, \$5, pages 41, 42

- Investment Principles, \$10, page 42  
Law for the Layman, \$10, page 42  
Literature: Contemporary American Satire, \$10, page 43  
Marketing: The Selling Process, \$25, page 30  
Mathematics Review, \$20, page 35  
Medical Assistants Training Program, \$24, page 30  
Music Appreciation  
    Section 1, \$10, page 43  
    Section 2, \$10, page 43  
Persuasion, \$20, page 36  
Applied Photography, \$15, page 44  
Problems in Adolescence, \$10, page 44  
Production and Inventory Control, \$25, page 31  
Purchasing Policies and Procedures, \$25, page 36  
Real Estate II—Law, \$25, page 32  
Real Estate III—Examination Review, \$15, page 32  
Real Estate—Sales and Brokerage, \$25, page 32  
Religions of Mankind, \$10, page 44  
Russian—Easy Conversation and Reading II, \$20, page 44  
Russian—Continuing I, \$20, page 45  
Secretarial Training, \$24, page 32  
Slide Rule Techniques, \$15, page 36  
South Bend-Indiana University Campus *A Cappella* Singers, \$15, page 38  
Spanish—Easy Conversation and Reading II  
    Section 1, \$20, page 45  
    Section 2, \$20, page 45  
Spanish—Continuing II, \$20, page 45  
Spanish—Intermediate II, \$20, page 45  
Speed Reading  
    Section 1, \$20, pages 36, 37  
    Section 2, \$20, pages 36, 37  
Basic Engineering Statistics, \$30, page 37  
Taxes: Federal Gift and Estate Tax, \$10, page 33  
Traffic and Transportation, \$25, page 33  
Vocabulary Building, \$10, page 37  
World of Science, free, page 45

**Indiana University  
South Bend-Mishawaka Campus**

*Learning Is a Lifelong Pleasure*

**REGISTRATION APPLICATION**

To be used only for the Adult Noncredit Classes

Name .....

Address ..... Street

..... City

..... Phone

Occupation .....

High School attended .....

College attended, if any .....

Name of Adult Noncredit Classes	Fee
.....	.....
.....	.....
.....	.....

Check enclosed ..... Money order enclosed .....

**No Credit Registrations Will Be Accepted By Mail**

Registration by mail will be accepted only until the capacity of the assigned classroom has been reached.

Mail to: Indiana University South Bend Campus  
Northside Boulevard at Greenlawn Avenue  
South Bend, Indiana

For information concerning credit or noncredit programs, telephone ATlantic 2-2341 or call at the University Campus Office.

PLEASE GIVE ALL INFORMATION REQUESTED

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INDIANA UNIVERSITY

