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1986

1986 - 1987, Gardner-Webb College GOAL Academic Catalog

Gardner-Webb University

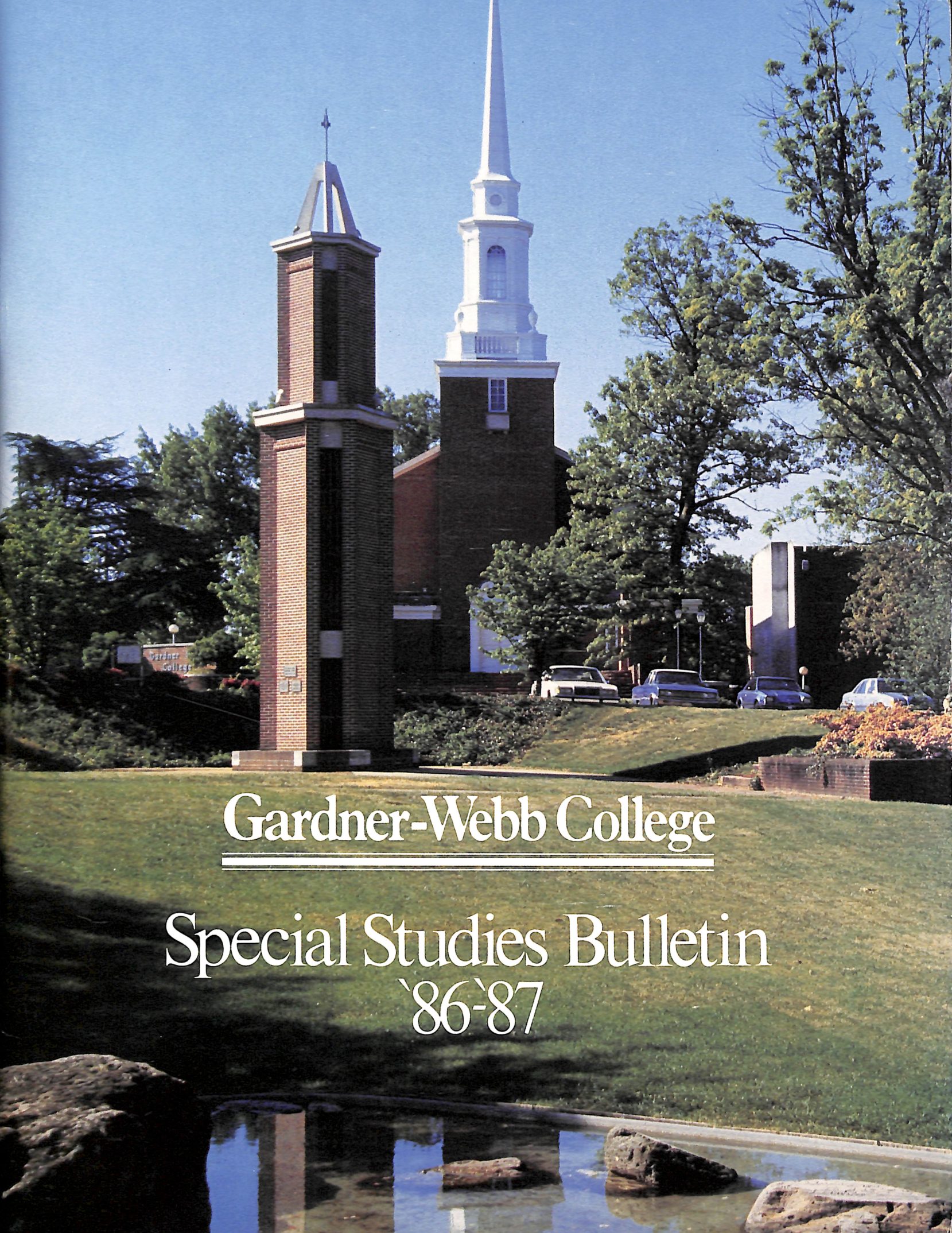
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Gardner-Webb College

Special Studies Bulletin
'86-'87

1986 - 1987
GARDNER WEBB COLLEGE
SPECIAL STUDIES
BULLETIN

Gardner-Webb College is an institution of the Baptist State Convention of North Carolina. The college seeks to enroll students from a variety of racial, economic, social, religious, and geographical backgrounds. Gardner Webb does not discriminate against applicants or students on the basis of race, color, sex, national or ethnic origin, physical handicap, or religion.

SPECIAL STUDIES

Academic Calendar 1986-1987

1986 SUMMER SCHOOL—Evening (Revised)

April 25	Summer School Application Deadline
May 26-29, June 2	Evening Registration for Both Terms
June 3	Classes begin (refund deadline for First Term)*
June 6	Last day to add registration or receive grade of W**
July 3	First Summer Term classes end
July 7	On-campus Registration only
July 8	Classes begin (last day for refund)*
July 11	Last day to add registration or receive grade of W**
August 5	Final grades for graduation candidates due
August 7	Second Summer Term classes end
August 9, 10 a.m.	Commencement

FALL SEMESTER 1986—Evening

July 18	Fall Semester Application Deadline
August 21-22	Faculty Workshop
August 18, 19, 20, 25, 26, 28	GOAL Registration
September 2	Classes begin (last day for refund)*
September 8	Last day to add registration
September 29	Last day to drop/withdraw with grade of W**
October 13-16	Mid-term Reports
October 20-21	Fall Break
November 1	Homecoming
November 26-27	Thanksgiving Holidays
December 15-18	Final Examinations

SPRING SEMESTER 1987—Evening

December 5	Spring Semester Application Deadline
January 5-12	GOAL Registration
January 15	Classes begin (last day for refund)*
January 22	Last day to add registration
February 11	Last day to drop/withdraw with grade of W**
March 2-5	Mid-term Reports
March 9-12	Spring Break
April 18-19	Easter Holidays
April (to be announced)	Alumni Banquet
May 11-14	Final Examinations
May 16, 10 a.m.	Commencement

1987 SUMMER SCHOOL—Evening

April 24	Summer School Application Deadline
May 25-28, June 1	Evening Registration for Both Terms
June 2	Classes begin (refund deadline for First Term)*
June 5	Last day to add registration
July 2	First Summer Term classes end
July 6	On-campus Registration only
July 7	Classes begin (last day for refund)*
July 10	Last day to add registration
August 6	Second Summer Term classes end
August 8, 10 a.m.	Commencement

*Class attendance nullifies refund.

**Course drop period ends at 75% of the term.

North Carolina toll-free number: 1-800-222-2312

CATALOG REQUIREMENTS

The conditions and policies set forth in this catalog have binding effect upon the college and students for the academic year in which it is in force. The college reserves the right to make necessary changes and corrections. Where changes are made in graduation requirements the college accepts a moral obligation to provide students the conditions effective the year of their most recent continuous enrollment or an alternative which would not be punitive. Otherwise, all other requirements are effective and in force upon publication of changes. Appeals may be handled as described on page 7.

An Introduction to Gardner-Webb College

Gardner-Webb is a liberal arts college, owned and operated by the Baptist State Convention of North Carolina. Gardner-Webb is located in the Piedmont section of western North Carolina, one of the most beautiful and rapidly developing areas of our nation. Both Boiling Springs, the home of the college, and Shelby, a city of 17,000 which is seven miles to the east, are experiencing this growth and development. The college is easily accessible, being located on N.C. 150 and only 13 miles from Interstate 85. Charlotte, the largest city in the Carolinas, is about 50 miles east of Boiling Springs.

HISTORY

From a movement initiated by the Kings Mountain Baptist Association in 1903, and later joined by the Sandy Run Baptist Association, the Boiling Springs High School, Incorporated, was chartered on December 2, 1905, as an institution "where the young . . . could have the best possible educational advantage under distinctive Christian influence." The institution became Boiling Springs Junior College in 1928, struggled through the depression years, and began to expand its enrollment and programs during the 1940's.

In 1942, Governor O. Max Gardner began devoting his energy, time, and wealth to strengthening and guiding the school. Also that year, the name was changed to Gardner-Webb College in honor of the governor, his wife Mrs. Fay Webb Gardner, and their families.

Philip Lovin Elliott began an 18-year period as president in 1943 and initiated a community-service concept of education. His tenure was marked by the college's admission into the North Carolina Baptist family of colleges in 1946, and accreditation by the Southern Association of Colleges and Schools in 1948.

Dr. E. Eugene Poston was selected president in 1961 and launched the ten-year "Decade of Advance" that resulted in the college's full accreditation as a senior college in 1971.

Dr. Craven E. Williams was selected by the Board of Trustees to be the ninth president of the college. His administration began August 1976.

The Greater Opportunities for Adult Learners (GOAL) Program, an Evening College academic program designed primarily for junior transfer students, was initiated in the fall of 1978.

A Master of Arts in Education program was implemented in the summer of 1980.

Dr. M. Christopher White was selected as the tenth president of the college effective July, 1986.

Statement of Purpose

Preamble:

Gardner-Webb College embodies a central concept of the Judeo-Christian tradition, which emphasizes oneness in plurality. God is one, yet He is experienced as Father, Son, and Holy Spirit. Likewise, we are a community which is at once individual and corporate. Thus, as a family, we recognize the distinctive importance of each member; as members, we recognize the unique importance of the family. We are one family with many members, one institution with many disciplines.

Ultimately, our purpose is rooted in Jesus Christ and is reflected in the words of the Hebrew injunction that He quoted: "Thou shalt love the Lord thy God with all thy heart, and with all thy soul, and with all thy strength, and with all thy mind; and thy neighbor as thyself."*

The purpose of Gardner-Webb College is to:

maintain its commitment to the Christian faith through the Baptist denomination, fostering the conviction that God exists and that He is revealed in Jesus Christ. This community recognizes that no truth can be separate from the ultimate truth of Jesus Christ. This truth, fearing nothing from investigation, is reflected in every discipline.

instill in its students a dedication to the pursuit of knowledge, developing within the context of its Christian mission a program of critical thinking through a curriculum of liberal arts, preprofessional studies, and professional studies. This intellectual commitment demands academic excellence, moral integrity, intellectual honesty, and recognition of the dignity of each individual.

engender the belief that Christian growth and academic knowledge inspire service to humanity, encouraging in students a commitment to a life of learning and a dedication to aiding all members of society. Through this service the whole being is fulfilled. The college, as an example of service, dedicates itself to serving its community and the larger world.

*Luke 10:27

Special Studies Programs

GOAL

The GOAL Program is specifically designed for appropriate graduates of two-year institutions who desire to earn a Bachelor of Science Degree in one of the following geographic and academic areas:

CENTERS

Catawba County Center
Newton-Conover Junior High
607 N. Ash Ave.,
Newton, N.C.

Charlotte Center
122 West Woodlawn Road
Charlotte, N.C.

Forsyth County Center
Allied Health Building
Baptist Hospital
Winston-Salem, N.C.

Gaston County Center
North Gaston High School
Dallas, N.C.

Iredell County Center
Mitchell Community College
West Broad Street
Statesville, N.C.

Montgomery County Center
Montgomery Technical College
Troy, N.C.

PROGRAMS

Business Administration,
Business Management.

Business Administration,
Business Management,
Management Information
Systems, Criminal Justice.

Accounting,
Business Administration,
Business Management,
Health Management,
Management Information
Systems, Criminal
Justice, Human Services.

Business Administration,
Business Management,
Management Information
Systems, Criminal Justice.

Business Administration,
Business Management,
Criminal Justice,
Human Services, Early
Childhood/Intermediate
Education.

Business Administration,
Business Management,
Criminal Justice.

Morganton Center
Freedom High School
Yellow Mountain Road
Morganton, N.C.

Richmond County Center
Richmond Senior High School
Rockingham, N.C.

Surry County Center
Surry Community College
Dobson, N.C.

Wilkes County Center
Wilkes Community College
Collegiate Drive
Wilkesboro, N.C.

Gardner-Webb College Campus
Boiling Springs, N.C.

Business Administration,
Business Management,
Management Information
Systems, Criminal Justice,
Human Services.

Business Administration,
Business Management,
Criminal Justice,
Human Services,
Early Childhood/
Intermediate Education.

Business Administration,
Business Management,
Early Childhood/
Intermediate Education.

Business Administration,
Business Management,
Management Information
Systems.

Business Administration,
Business Management,
Management Information
Systems, Criminal Justice,
Human Services, Early
Childhood/Intermediate/
Middle School Education.

For information regarding specific programs, please see the Program of Study section.

Admission to the GOAL Program

The admissions profile for full admission to GOAL is as follows (all programs except Teacher Education):

- 1) Associate Degree or equivalent (64 semester hours) in a curricular area and from an institution approved by Gardner-Webb College for inclusion in the GOAL Program.
- 2) A minimum grade average of 2.0 (C)

TRANSFER CREDIT

Evaluation of transfer courses which are determined to be Gardner-Webb College equivalents is coordinated by the Academic Dean. Transfer credit will be evaluated from institutions which have regional accreditation status. Transfer from non-accredited institutions must be presented to the Educational Policy Committee for action.

College-Level Examination Program: Gardner-Webb College grants credit to students submitting test scores from the College-Level Examination Program on the following basis:

1. Credit will be received on the same basis as transferred credit from accredited institutions of higher learning.
2. No credit will be granted in an area for which the examinee has college credit. Also, CLEP tests must be taken before the student enrolls in a comparable course, no course can be dropped to take a CLEP test, and no subject attempted in class may be repeated by CLEP.
3. Credit will be received as pass/fail, that is, no hours attempted or quality points will be computed in the examinee's quality point ratio.
4. Unsatisfactory scores will not become a part of the student's record.
5. A CLEP test on any subject may be taken only one time.

6. Concerning the General Examinations:

- (a) The student must submit a score at or above 500 on each test.
 - (b) The number of semester hours granted will be that normally granted for the area covered by the test with the following restrictions:
 - (1) A maximum of three semester hours credit may be granted for each test.
 - (2) A maximum of three semester hours credit may be granted on the basis of a sub-score provided the area is appropriate.
 - (c) Credit thus granted may be applied to the student's course of study only as basic courses or free electives.
- ### 7. Concerning the Subject Examinations:
- (a) The student must submit a score at or above the mean score for C students on the CLEP national norms, such scores being provided and recommended by the Council on College-Level Examinations.
 - (b) The number of semester hours granted will be determined by the score of the material measured, as indicated by the Council on College-Level Examinations.
 - (c) Credit thus granted may be applied to the student's course of study without restriction.

Armed Service-Related Programs: Veterans who have successfully completed a course or courses under the Service School training program or through USAFI may submit a record of courses complete for review by the Academic Dean. Credit may be applied or subject waived, depending upon the discretion of the proper authority, and the appropriateness of the course in the student's educational objectives and program.

Servicemen's Opportunity College: Gardner-Webb College actively seeks students from among America's past and present service men and women. As a participating Servicemen's Opportunity College, this institution offers a variety of educational opportunities to enable service personnel and veterans to learn skills necessary to their performance of duty, advancement, and future vocational growth.

Learning is for Everyone (LIFE)

The Learning Is For Everyone (LIFE) admissions option is designed to enable an adult learner who possesses a degree or does not wish to pursue a degree to enroll in a GOAL course for credit. A student who is currently enrolled in a degree program (day or evening) would not be eligible for the LIFE admissions option. A student who has withdrawn from the day program is not eligible for the LIFE admissions option.

A member of the Special Studies staff or a GOAL Coordinator will determine the eligibility of the adult learner to take a specific course. The applicant must present evidence of capability of being successful in the course or courses, i.e., a high school or college transcript. An application form and application fee of \$15 is required. The tuition rate for LIFE is the current GOAL Program tuition rate.

There is no limit on the number of credits that an adult learner may accumulate through the LIFE option, however, a maximum of 15 semester hours credit may be applied toward a degree from Gardner-Webb College.

Financial Aid Information

A variety of scholarships, loans, and grants is available to students participating in the GOAL Program of Gardner-Webb College. All aid is administered by the Admissions and Financial Aid Committee. The committee follows a number of clearly defined rules in its awards, the rules having been established by the college or by donors to the college. There is no discrimination on the basis of race, religion, or sex in the administration of the financial aid programs of Gardner-Webb College. The college offers several financial aid plans that compare favorably with other well-recognized institutions. Students may receive a "package" that may include various combinations of scholarship awards, grants, loans, and other aid sources. Students should contact the Financial Aid Director for further information.

Procedures for Applying for Financial Assistance

1. File an application for admission to the college with the Office of Special Studies.
2. File a financial need analysis form. The American College Testing Program form (Family Financial Statement) is preferred; however, the College Scholarship Service form (Financial Aid Form) is acceptable. Forms may be obtained from the Financial Aid Office, Box 955, Boiling Springs, NC 28017; from a community or technical college; or from a high school guidance office.

Renewal of scholarships, grants, and loans is conditioned on the student's maintaining satisfactory progress. Students records will be evaluated at the end of each academic year to make that determination.

Summer School Attendance. A student who does not meet the academic requirements for aid eligibility at the end of the academic year may attend Summer School (without financial aid) to make up the deficiencies and be reconsidered for financial aid, provided funds are available.

Transfer Students. The satisfactory progress of transfer students will be based on the student's class status at the time of enrollment.

Academic Years Completed	Number of Credit Hours Successfully Completed	Required Overall Quality Point Ratio
3	64	1.9
4	96	2.0
5	128	2.0

Part-time Students: Part-Time students are expected to progress at proportionately the same rate as full-time students and will be limited to the equivalent of 4 academic calendar years of aid eligibility.

Number of Hours	Aid Eligibility Used
1/2 Time (6-8 hours)	1/2 Semester
3/4 Time (9-11 hours)	3/4 Semester

Second Baccalaureate Degree: Second baccalaureate degree students are eligible for no more than two additional academic calendar years of financial aid consideration. These students will normally be eligible for loans (usually Guaranteed Student Loans) and/or College Work-Study assistance provided funds are available for all first degree students who are eligible.

Probation. Students not making satisfactory academic prog-

ress may be allowed one semester of financial assistance for the following reasons:

1. Part of the criteria have been met, but not all (i.e., a Q.P.R. of 1.8 when 2.0 is required to be maintaining progress); however, the student has made some academic progress.
2. Extenuating circumstances such as illness, full-time employment or other personal reasons. (Documentation for approval may be required.)

Suspension. Students who have been suspended from Gardner-Webb for academic reasons and are subsequently readmitted *will be ineligible to receive financial assistance until they have met the quality point and credit hour requirements for good academic standing.*

Withdrawals. Individuals withdrawing from college within the first four (4) weeks will not be penalized as far as satisfactory academic progress is concerned. However, students withdrawing after the four-week period may be ineligible to receive financial assistance for the next semester.

Repeated Courses/Incompletes. For purposes of receiving Federal funds under Title IV Student Financial Aid Programs, students receiving incompletes and/or repeating coursework must successfully make up those hours within the subsequent semester. Consideration will be given in those cases where such coursework is not offered in the subsequent semester.

So that students might be advised properly concerning the effect of course incompletes, withdrawals, repetitions, and non-credit remedial courses on satisfactory progress, it will be necessary for the Financial Aid Director to sign all course drop forms.

Re-establishment of Eligibility: Students may re-establish eligibility for financial aid after they have shown evidence of one semester of satisfactory progress at Gardner-Webb College.

Any variation from the above policy must be approved by the Admissions and Financial Aid Committee. The process for an appeal is as follows:

1. Student will appeal in writing to the Financial Aid Director.
2. Appeal in writing to the Admissions and Financial Aid Committee.
3. Appeal in writing to the President of the College.

Students applying for all Gardner-Webb College funded scholarships awarded by the Financial Aid Office must maintain at least a 2.5 quality point ratio and will be evaluated at the end of the spring and/or end of the summer term(s).

Applications for renewal of financial assistance should be made before April 1. All correspondence concerning applications for scholarships and loans should be addressed to: Financial Aid Office, Gardner-Webb College, Box 955, Boiling Springs, NC 28017. Toll-free telephone number (N.C. only): 1-800-222-2311.

Announcements of academic scholarships and other awards are generally made between April 1 and July 1 each year.

Academic Information for GOAL Students

ACADEMIC COUNSELING

Each student who is admitted to the GOAL Program is assigned a faculty adviser who assists in the development of a written program of studies. Advising is provided for new students at first registration, and for continuing students at mid-term of fall and spring semesters. Time does not permit adequate advising for continuing students at registration. They are therefore strongly urged to attend scheduled advising sessions.

ACADEMIC LOAD

The normal full load is 12 semester hours each fall and spring semester and during the ten-week Summer School.

REGISTRATION

Registration is conducted on-site both on the Gardner-Webb campus and at all regional centers in August, January, and May of each year. The Registration team consists of representatives of the following offices/departments at Gardner-Webb: Registrar, Special Studies, Business Office, Financial Aid, Student Services, Veteran's Affairs, Bookstore, and selected academic departments.

A student must be officially admitted to the college prior to Registration. An Admission Form must be filed with the Office of Special Studies, 103 Webb Administration Building. A \$15 application fee is required of all applicants. A student is not officially enrolled for a course until officially accepted for admission and cleared with the Business Office. Each Course Request Form must be signed by the faculty adviser prior to Registration. A student may register at any one of the centers for courses offered in all centers.

There is a charge of \$25 for late registration from the first day of classes through Friday of the first week of the semester. Late registrants must come to the Gardner-Webb campus between 9 a.m. and noon or one to four p.m.

READMISSION

Any student who does not register for two consecutive terms must apply for readmission. An application for readmission should be filed with the Assistant Academic Vice President at least two weeks prior to the opening of the term in which a student wishes to resume studies at Gardner-Webb College. There is no fee for application for readmission.

COST OF INSTRUCTION

The cost of instruction has been set at \$88 per semester hour for all students who have been admitted to GOAL. The college reserves the right to change cost per semester when the change is deemed necessary. Students carrying 12 semester hours or more who are legal North Carolina residents enrolled in their first undergraduate program as degree-seeking students are eligible for the N.C. Legislative Tuition grant which for the year 1985-86 amounted to \$304 per semester (fall and spring only).

IDENTIFICATION CARD

Each student will receive an ID card that serves primarily for use of the John R. Dover Library on the Gardner-Webb campus. All other college activities, such as athletic events and concerts require an admission fee. A GOAL student may purchase a year-book for \$15. Class rings may be ordered at the college Bookstore at any time.

CHANGE OF NAME OR ADDRESS

Students are asked to notify the Office of Special Studies of any change of name or address.

ADDING OR CHANGING COURSES

The student's schedule of classes may be adjusted by adding or substituting courses with the approval of the Registrar within one week from the beginning of the semester. Call the Registrar's Office directly, (704) 434-2361, Extension 222. A \$5 drop/add fee will be charged for any change following the student's initial registration unless it is required by the administration of the college.

DROPPING COURSES

A student may **officially** drop a class at any time during the first 75% of a semester or summer term. The Office of Student Services provides the necessary forms upon request and a fee is required. A grade of W (withdrew) is recorded for the course during the first four weeks of the semester. After the first four weeks of the semester a WP (withdrew passing) or WF (withdrew failing) is assigned by the professor based upon the professor's assessment of the student's work to date in the course. No hours attempted are recorded for the W or WP grades.

Registration is a contractual agreement. Students who drop courses below a total of 12 semester hours will lose the North Carolina Legislative Grant and/or financial aid and are liable for payment of tuition for all registration unless deemed providential by the Office of Business and Finance.

AUDITING COURSES

Any full-time student may audit a class without charge with the permission of the instructor of the course. Area residents not desiring credit may audit a class, with the permission of the instructor, without charge except where special fees are involved. All auditors must file an application with the Office of Special Studies.

Auditors are subject to the attendance regulations of the college. Additional requirements, if any, are the responsibility of the instructor. Credit will not be allowed for any course for which a student registers as an auditor.

TAKING COURSES AT OTHER INSTITUTIONS

Permission for any Gardner-Webb student to enroll at another institution must be obtained beforehand from the Registrar and requires the consent of the chairman of the department in which the student is majoring and his/her academic adviser. The college is not obligated to accept credit for any course when prior permission has not been granted. Study at another institution cannot be used to improve one's academic standing.

WITHDRAWAL, SUSPENSION, EXPULSION

Voluntary termination of enrollment during the course of a semester or summer term is defined as withdrawal. Dismissal from school for a specified period of time is suspension, and expulsion is dismissal for an unspecified period of time.

Any evening student leaving school before the end of a term is required to secure a withdrawal form from Student Services, complete it in full, and return it. Honorable dismissal is granted only if these procedures are followed, and failure to complete will result in the recording of the F grade on all work taken that term.

CODE OF CONDUCT

The Code of Conduct is an official part of Gardner-Webb College and gives life on our campus and in our regional centers a special personality. We believe it represents values necessary for an open educational community. Students who enroll at Gardner-Webb agree to abide by this Code. The following activities could be considered in violation:

1. *Dishonesty, such as cheating, plagiarism, forgery, or knowingly furnishing false information.*
2. *Theft or damage to property of Gardner-Webb College or a member of the college community.*
3. *Immorality, engaging in lewd, obscene or offensive behavior, speech or writing.*
4. *Use or possession of alcoholic beverages or drugs on campus or at college-related functions, or disorderly conduct on the*

Gardner-Webb College campus as a result of having consumed alcoholic beverages, beer, and/or drugs.

5. *Gambling* in all forms.
6. **Abuse*—Physical or verbal abuse or undue humiliation, intimidation of others, or placing a person under any mental duress and/or fear of imminent physical danger is prohibited. Such activities shall not be directed to any member of the college community nor any guest of the college community on institutional premises or at college-related activities.
7. *Appearance*—Men and women not neatly and appropriately dressed at all times in keeping with the campus dress code with hair clean and well groomed. (See Campus Dress Code for specific details.)
8. *Demonstrations, riots, or disruptive behavior* which interfere with the purpose of the college.
9. *Disrespectful and/or insubordinate behavior*, or failure to respond to an official notice from an administrator or faculty member.
10. *Use, possession, or distribution of firearms, explosives, fireworks, or knives* of unlawful length.

NOTE: All cases resulting in suspension or dismissal are to be reviewed by the Executive Committee of the college.

**The student is advised that hazing in any form is prohibited as per North Carolina Statute: 14-35.*

DUE PROCESS

The Student Government Association of Gardner-Webb College includes in its membership all students of the college. A student charged for violation of campus code regulations is afforded due process as outlined in Article XI, Section C, paragraph 3, of the SGA Constitution and Bylaws.

REFUND POLICY

It is the policy of Gardner-Webb College to give full refund to students officially withdrawing from classes prior to the first day of day classes. This request should be made in writing to the Assistant Academic Vice President. After the term begins, full refund cannot be given. Registration in the college is considered a contract binding the student and his/her parents for charges for the entire semester.

However, provision is made for partial refund in the event of withdrawal covered by reasons of a providential nature (personal illness or death in the immediate family):

1. In the event a student plans to reenter, a prorata refund of tuition and fees will be allowed as a credit toward a later term, if withdrawal is providential.
2. Should the withdrawal be interpreted as providential by the college and should the student choose a cash refund, one-half (½) pro-rata will be granted on tuition, until one (1) week after mid-term report.
3. No refund of any type will be granted in the event of suspension or expulsion.

ACADEMIC APPEALS

Students may appeal academic decisions by first appealing to the professor making the decision. If the problem of appeal is not satisfactorily resolved, the student may then appeal to the department chairman, the Assistant Academic Vice President, the Vice President for Academic Affairs, and the Educational Policy Committee, in that order. All academic appeals should be made in writing no more than 18 months after the date of the decision being appealed.

CLASSIFICATION OF STUDENTS

Juniors—students fully qualified academically for credit who have earned 60 or more hours of credit, but less than 90 semester hours.

Seniors—students fully qualified academically for credit who have earned 90 or more hours of credit.

CLASS ATTENDANCE POLICY

Regular class attendance is an important student obligation, and each student is responsible for all work conducted in class meetings. Class attendance policy is the prerogative of the professor. Within the first week of each semester, the professor will clearly state, in writing, the attendance policies which will govern the class. Although some professors permit no absences, the general College rule is that absences cannot exceed 25% of the classtime in order for credit to be awarded.

Absence from class does not excuse the student from responsibility for class work. Planned class absences for official college business or foreseeable personal circumstances must be discussed with the professor prior to the absence and plans made for the submission of course work missed.

If weather prevents class meetings, cancellation will be announced on local radio stations for each center. Professors and students may agree upon a mutually acceptable time for make-up of cancellations. A course generally consists of sixteen meetings including the final examination. However, an exception may be made for those courses that are affected by official college holidays.

GRADING SYSTEM

Grades and quality points represent the instructor's final estimate of the student's performance in a course. The following grades are used by Gardner-Webb College:

Grading System	Hours	Quality
	Attempted Per Credit Hour	Points Per Credit Hour
A—Exceptional	1	4
B—Outstanding	1	3
C—Satisfactory	1	2
D—Marginal	1	1
F—Failing	1	0
P—Passing (Nursing 206 only)	0	0
I—Incomplete	1	0
W—Withdraw w/o penalty	0	0
WP—Withdrew passing	0	0
WF—Withdrew failing	1	0

An I is assigned where course work is not complete because of circumstances beyond the control of the student. The student has until the mid-term grade report of the next semester to complete the course work and remove the I; otherwise an F will be automatically assigned by the Registrar's Office.

A W will be assigned when a student withdraws from a course during the first four weeks of the semester. After the first four weeks of the semester, a WF or WP is assigned by the professor based upon the professor's assessment of the student's work to date in the course.

The last date for dropping an individual course will be four weeks after midterm grade report period or a date not to exceed 75% of the course. After this time the only courses which will be dropped are those which a student drops when withdrawing from school.

QUALITY POINT RATIO

The student's general academic performance is indicated by a Quality Point Ratio, abbreviated QPR. This figure is determined by dividing attempted semester hours into earned quality

points. Three Quality Point Ratios are significant for each student: the semester QPR; the QPR for work taken at Gardner-Webb; and the overall QPR which includes any work taken at other institutions and the student's work at Gardner-Webb.

REPEATING COURSES

Only a course with a grade of D, F, or WF may be repeated. When a course is repeated, only the higher grade is counted in computing the Gardner-Webb and overall QPRs.

HONORS

Semester Honors

Two lists of honor students are posted each semester:

1. Dean's List—Students enrolled for a minimum of 12 hours and fewer than 15 must have a 4.0 Quality Point Ratio, and one taking 15 hours or more must have a 3.7 or better with no grade below C.
2. Honor Roll—Students enrolled for a minimum of 12 hours and fewer than 15 must have a 3.5 Quality Point Ratio with no grade below C, and one taking 15 or more hours must have a 3.2 but less than a 3.7 with no grade below C.

Graduation Honors

All students are eligible for graduation honors. A student with transfer credit is considered if the work at Gardner-Webb merits honor, but the overall Quality Point Ratio is used to determine the level of honor.

Baccalaureate degree candidates with Quality Point Ratios of 3.4 or more are graduated **Cum Laude**; those with a 3.6 or more are graduated **Magna Cum Laude**; those with 3.8 or more are graduated **Summa Cum Laude**.

RETENTION STANDARDS

Standards for acceptable academic progress at Gardner-Webb College are set to assist students in assessing the quality of their performance. Academic probation and suspension are used to alert students to potentially serious academic difficulty in their progress toward degrees.

Students are placed on academic probation as a warning that their level of academic achievement is falling below the level expected of students in their class. If their academic achievement should not improve, they are in danger of being suspended from the college.

Students will be placed on probation whose cumulative grade point average falls below the minimum standards.

Freshmen 0 to 29 hours	1.5
Sophomores 30 to 59 hours	1.7
Juniors 60 to 89 hours	1.9
Seniors 90 hours and above	2.0

A student placed on academic probation remains on probation for the entire semester. The student will register for no more than 15 credit hours during any semester on probation.

In order to be removed from academic probation, the student must bring the cumulative average up to that required of the class. If the student fails to bring the cumulative average up to a satisfactory level during the probation semester, but the semester's average is at or above the minimum required, probation will be continued for another semester.

If, at any time, while on academic probation the student's semester and cumulative average fall below the requirement, the student will be placed on academic suspension. The student will be suspended from the college for the next fall or spring semester. At the end of a one semester suspension the student must submit a formal application for readmission. If granted, the student may register for classes and will be automatically placed

on academic probation. Should a second academic suspension occur, it will be for at least two semesters. After a two semester suspension from the college, the student must submit a formal application for readmission. If granted, the student may register for classes and will be automatically placed on academic probation. If placed on suspension a third time, the student will be suspended for two semesters. Readmission requires the approval of the Admissions and Financial Aid Committee. Students suspended from college are not automatically reinstated upon reapplication. A student who wishes to appeal the denial of reinstatement may do so through the Admissions and Financial Aid Committee. A student who wishes to appeal being placed on academic probation or suspension may do so through the office of the Academic Dean.

Students on either academic or disciplinary suspension are not allowed to participate in dramatic, musical, athletic, or other practice sessions since they are not to represent the college or participate in the public performance of such events.

Summer study at Gardner-Webb College may be used to improve one's academic standing. For purposes of assessing the student's academic standing, the summer study would be treated as an extension of the spring semester. A student who is on academic probation or suspension may not use study at another institution to improve his/her Gardner-Webb academic standing.

GRADUATION REQUIREMENTS

A minimum of 128 semester hours is required to complete requirements for the baccalaureate degree. All candidates for graduation are expected to take their final 30 semester hours with Gardner-Webb College. Students transferring from junior colleges are required to complete a minimum of 64 semester hours of subsequent study in senior colleges or universities, with at least the final 30 semester hours at this institution.

A student must have a minimum grade of C on each course counted toward the Major. A transfer student is expected to complete at least one-half of the Major at Gardner-Webb.

A minimum Quality Point Ratio of 2.0 on a 4.0 scale based on the college grading system is required for graduation, both on all work attempted and on that work attempted at Gardner-Webb College.

APPLICATION FOR GRADUATION

Each student is responsible for fulfilling all requirements for the chosen degree program. The student is also responsible for filing an Application for Graduation with the Registrar and ordering cap and gown from the Bookstore at the beginning of the final semester of study. All candidates are expected to be present at Commencement. The college is not obligated to grant a degree to any candidate for graduation who does not attend the exercises.

Application Deadlines

October 1	Students completing course work in the fall semester.
February 1	Students completing course work in the spring semester.
May 15	Students completing course work in the summer sessions.

CAREER PLANNING AND PLACEMENT

The Placement Office, located in the Development House, seeks to assist students in obtaining positions in their chosen fields. The Family Educational Rights and Privacy Act of 1974 provides that students may have access to their placement records under certain conditions and that files may be released only with the written permission of the student. Therefore, all stu-

dents registering with the Placement Office must sign a Placement Authorization Form. All graduates are advised to keep their placement files current.

BOOKSTORE (Hours: 8:30–5:00 Monday–Friday)

The College Bookstore, located at 105 South Main Street, provides all the books and materials needed by students for their courses of study. Books are available on site at off-campus centers during registration or may be ordered, prepaid, with an additional charge of \$1 per book for postage and handling. Bookstore personnel will bring appropriate books for students taking courses at centers other than the location of registration if notified in advance. Class rings, graduation announcements and caps and gowns must be ordered in writing. Book buy-back is conducted by book companies during the week of final examinations each fall and spring semester. Bookstore telephone: (704) 434-2759.

REGISTRATION OF AUTOMOBILE

All automobiles must be registered with the security office during registration for classes on the Gardner-Webb campus. The current car registration fee is \$25 for fall and spring semesters and \$5 for the summer terms. A decal is issued for each automobile.

GOAL Core Curriculum (all programs except Teacher Education)

Before graduation from the Gardner-Webb College GOAL Program with a Bachelor's Degree, the student will have completed a liberal arts core which consists of the following areas of coursework taken at a community/junior/technical college, another senior institution, and/or Gardner-Webb College.

It is anticipated that Gardner-Webb will offer the courses in the specified areas over a two-year period. Advisers will work with students (using the transcript evaluation) to determine the extent to which requirements have been met before coming to Gardner-Webb and will assist the student in selection of courses and suitable substitutes.

A. Communication

Mathematics — *One course: Mathematics 300, 307, 316, or a comparable college-level course. (Business mathematics will not satisfy this requirement.) (Mathematics 316 is highly recommended for all business majors prior to taking Business Administration 305.)*

English — *Six semester hours: English 300 is required of all students. This requirement may be waived, when necessary, for students who have the equivalent of English 101 and 102.*

B. Health and Fitness—One course: Health Maintenance, Promotion and Wellness (Health/Physical Education 338), is highly recommended for all students due to the content of the course. Three semester hours of coursework in health and/or physical education may be offered as a substitute in unusual circumstances.

C. Science and Technology—Two courses: (minimum of six semester hours): Science 301 and 302 or 321 and 322 or a combination of any two of these courses, or other science coursework which may include biology, chemistry, physics, geology, etc.

D. Psychology:—One course: Personal Assessment and Adjustment (Psy 380) is required of all students.

E. Humanities

Religious Studies—*Two courses: Religion 304 and 305 (Survey of the Old Testament and Survey of the New Testament).*

Fine Arts/Literature/Foreign Language—*One course: selected from the following as offered: Music 320, Art 307, English 331 or 332, French 300, or Spanish 300. Advisers may substitute another Fine Arts/Literature/Foreign Language course when necessary.*

F. Social/Behavioral Science—Two courses from the list below: History 301 and 302, Sociology 400, History 319, Political Science 304, Sociology 310. Advisers will strongly recommend Western Civilization I & II, for anyone who has not completed these courses.

GOAL Core Course Descriptions (all programs except Teacher Education)

The first digit after each course description designates the hours per week at most centers; the second digit, required laboratory hours per week; and the third digit, semester hours of credit.

Mathematics 300, Applied Discrete Mathematics

A study of probability, statistics, logic, mathematics of finance, and linear algebra with emphasis on applications in conjunction with the computer. 2-0-3.

Mathematics 307, College Algebra

Axiomatic properties of real numbers, sets, functions, equations, inequalities, progressions, permutations, and combinations. 2-0-3.

Mathematics 316, Probability and Statistics

Introductory principles of probability and their applications. Basic statistical analysis. Prerequisite: One college mathematics course. 2-0-3.

English 300, Composition and Literary Interpretation

Primarily a composition course with attention given to literary interpretation and research. 2-0-3.

Health/Physical Education 338, Health Maintenance, Promotion and Wellness

An integration of concepts of optional health and physical fitness. Emphasis on developing understandings, skills, practices, and positive attitudes toward personal health, total physical fitness and life-time sport skills. 2-0-3.

Science 301, Practical Life Science

The practical versus the classical aspects of science are discussed. Hobbies, physical fitness, population and aging, with quality of life and survival. 2-0-3.

Science 302, Practical Physical Science

Introduction of structure and behavior of matter. Survey of geology, meteorology, and astronomy, with emphasis on underlying physical and/or chemical principles, and practical applications of these principles. Demonstration, field work. 2-0-3.

Science 303, Human Biology

An introduction to human genetics, disease, and reproduction. 2-0-3.

Science 321, Energy

Introduction to laws of thermodynamics. Units of energy and energy transformations. Survey of major sources of energy, with emphasis on limitations of each. Socio-economic and political aspects of present and future energy demands. 2-0-3.

Science 322, Environment

Survey of principles of ecology with emphasis on human impact on the environment. Literature of ecological movement in the U.S. since 1960. Field trips. 2-0-3.

Psychology 380, Personal Assessment and Adjustment

An exploration and analysis of life goals, lifestyle management, identity formation, and adjustment strategies. 2-0-3.

Religion 304, Survey of the Old Testament

Not offered to the student who has successfully completed Religion 101, Introduction to Old Testament, or its equivalent. 2-0-3.

Religion 305, Survey of the New Testament

Not offered to the student who has successfully completed Religion 102, Introduction to New Testament, or its equivalent. 2-0-3.

Art 307, Art Appreciation for the Adult Learner

A survey course involving encounters with a variety of pieces of visual art, including an overview of our civilization as reflected in art. 2-0-3.

Music 320, Survey of Music

A survey of music from antiquity to the present day with listening appropriate to the period studied. Not offered to the student who has successfully completed Music 125, Music Appreciation, or its equivalent. 2-0-3.

French 300, Aspects of French Culture and Language

An introduction to selected aspects of French culture, including the rudiments of the French language. No prior knowledge of French is required. 2-0-3.

Spanish 300, Aspects of Hispanic Culture and Language

An introduction to selected aspects of Hispanic culture, including the rudiments of the Spanish language. No prior knowledge of Spanish is required. 2-0-3.

English 332, American Literature

Representative American writers from the beginning to the present. 2-0-3.

History 301, Issues in Western Civilization, Pre-history to 1715

Beginning with earliest times, the course covers the civilization of Egypt, Mesopotamia, Greece, Rome, Medieval and Early Modern periods. Concludes with 1715. 2-0-3

History 302, Issues in Western Civilization Since 1715

Beginning with 1715, this course presents a perspective of the last three centuries of western history. 2-0-3.

History 319, The United States in the Twentieth Century

A study formulated to emphasize events, movements, and trends in modern America and to examine the functioning of constitutional principles. 2-0-3.

Political Science 304, State and Local Government in the United States

A study of the problem of inter-governmental relationships and administrative management in state, county, and municipal government. 2-0-3.

Sociology 310, Social Psychology

A study of the interaction between the individual and the group, and the influence of each on the other. 2-0-3.

Sociology 400, Race Relations

A study of present-day racial and cultural minorities with emphasis on scientific facts about race and on changing attitudes and policies. 2-0-3.

Major Programs Of Study

Accounting, Business Administration, Business Management, Management Information Systems (MIS) Health Management

The Broyhill School of Management seeks to prepare students to function effectively in society, in the business community, and in the public service, with a program which is designed to meet the changing needs of these communities; to promote understanding of business enterprises and economic and governmental institutions; to provide the tools for continued professional training.

Bachelor of Science degrees in accounting, business administration, business management, management information systems and health management are available to qualified GOAL students.

A minimum of 128 semester hours is required for graduation. Students transferring 64 or more semester hours from two-year colleges are required to complete a minimum of 64 semester hours of subsequent study in senior colleges or universities with at least the final 30 semester hours with Gardner-Webb College.

Core Course Requirements: Please see page 9.

Accounting Major Requirements

*(Prerequisites: 6 semester hours in accounting principles, macroeconomics, microeconomics, 6 semester/9 quarter hours in intermediate accounting,
1 course in cost accounting,
1 course in Federal income taxation.)

GOAL: Business Administration 300, 305, 312, 318 or Management 422, 325 or Management 425, Business Administration 480,
Accounting 360, 370, 435, 450,
Electives (1-3 semester hours) (31-34 semester hours).

Business Administration Major Requirements

*(Prerequisites: Accounting Principles I and II, macroeconomics, microeconomics.)

GOAL: Business Administration 300, 305, 312, 318 or Management 422, 325 or Management 425, Business Administration 480, Management 316 or 330
10 semester hours of Business Electives
Other Electives (0-3 semester hours) (31-34 semester hours).

Business Management Major Requirements

*(Prerequisites: Accounting Principles I and II, macroeconomics, microeconomics, 6 additional semester/9 quarter hours of business courses.)

GOAL: Business Administration 300, 305, 312, 318 or Management 422, 325 or Management 425, Business Administration 480, Management 316 or 330, 400, 416, Business Electives (4 semester hours),
Other Electives (0-3 semester hours) (31-34 semester hours).

Management Information Systems Major Requirements

*(Prerequisites: Accounting Principles I and II, macroeconomics, microeconomics, proficiency in a computer programming language.)

GOAL: Business Administration 300, 305, 312, 318 or Management 422, 325 or Management 425, Business Administration 480, Management 316 or 330,
Management Information Systems 371, 432, 433
Business elective (1 semester hour)
Other Elective (0-3 semester hours) (31-34 semester hours).

Health Management Program

(Prerequisites: Associate's degree in a health-related field, including 6 semester/9 quarter hours English (101, 102), 6 semester/9 quarter hours social science, 16 semester/24 quarter hours science.)

GOAL: Core Requirements:

History/Political Science (2 courses), Religion 304, 305, Mathematics 307, 316, Health/Physical Education 338, Art 307/Music 320/English 332/French 300/Spanish 300 (1 course), (24 semester hours).

Major Requirements:

Health Management 300, 301, 302, 303, 304, 306, 307, 308, 309;

Management 316 or 330, 400; Internship 420;

Business Administration 300, 305.

(40 semester hours)

The GOAL Coordinators of the Broyhill School may substitute major requirements where necessary.

*Applicants with only one course in accounting may make up this deficiency by taking Accounting 335. Applicants with only one course in economics principles may take Economics 301 to satisfy the macroeconomics requirement, or Economics 311 to satisfy the microeconomics requirement. These courses will be offered at selected GOAL centers. Hours earned while making up deficiencies are in addition to the 64 hours to be taken with four-year colleges.

Business Course Descriptions

Accounting 335, Managerial Accounting

Internal managerial and cost accounting, including budgeting, cost determination, and analysis. Prerequisite: Accounting Principles I or its equivalent. 2-0-3.

Accounting 360, Accounting Theory

A comprehensive review of generally accepted accounting principles. Examines both promulgated accounting standards and nonpromulgated principles in use today. 2-0-3.

Accounting 370, Accounting Practice

A review of accounting practice with particular emphasis on income taxation and methods and techniques of cost accounting. 2-0-3.

Accounting 435, Advanced Accounting

Accounting for partnerships, installment sales, insurance, corporate consolidations, and annuities. 2-0-3.

Accounting 450, Auditing

Principles, techniques, procedures, and legal responsibility of auditors. 2-0-3.

Business Administration 300, The Legal Environment

The American legal system, crimes and torts, the regulation of business, contracts, personal property, bailments, and sales. 2-0-3.

Business Administration 305, Quantitative Methods for Business

Explores the use of quantitative methods for decision analysis. Topics include probability concepts, linear programming, networking, transportation, queueing, inventory models, simulation, and decision-making. Prerequisite: Mathematics 316. 2-0-3.

Business Administration 312, Financial Management

Principles governing financial operations and financial management of business enterprises, profit planning, liquidity versus profitability, capital budgeting, and working capital management. 2-0-3.

Business Administration 318, Principles of Marketing

A comprehensive analysis of the marketing system and the marketing process. 2-0-3.

Business Administration 325, Business Communications

Language skills for oral and written communications. 2-0-3.

Business Administration 395, Campus New York

New York business/career visit enables students to learn, through direct contact with some of the nation's best-known business firms, how textbook theory is put into practice. The week-long visit also provides opportunities for investigating career possibilities. Offered spring semester. Lecture-Travel-1.

Business Administration 420, Internship in Business

Prerequisite: Junior standing and department approval. 0-0-1.

Business Administration 480, Senior Seminar in Business: Business Policy

A case study approach designed to apply areas of management, accounting, finance, and economics to contemporary business problems. Recommendation: Senior standing. 2-0-3.

Economics 301, Money and Banking

Analysis of Federal Reserve System and monetary policy, the role of money in determination of national income, role and development of commercial banks, and the basic elements of international finance. 2-0-3.

Economics 311, Labor and the Economy

Analysis of the labor market, unemployment, labor laws, union organization, and the theory of wages. 2-0-3.

Economics 420, Investments

Investment goals, strategies, and policies for individual investors are examined. Relationships of security investments to capital formation, changing rates of interest and price levels, inflation, and the business cycles are also examined. Prerequisite: Business Administration 312. 2-0-3.

Management 316, Applied Management Concepts

A systems approach to integration of theory and practice in the contemporary organization. 2-0-3.

Management 330, Industrial Supervision

Explores the process and techniques of accomplishing organizational objectives through others. Topics include effective use of praise and rewards, effective discipline, leadership, use of feedback, behavior modification, and human relations. 2-0-3.

Management 400, Human Resource Management

Principles and practices regarding the recruitment, selection, development, evaluation, compensation, and proper recognition of employees within organizations. Prerequisite: Management 316. 2-0-3.

Management 403, Human Behavior in Organizations

The application of human behavior principles common to many types or organizations, specifically business and industry. Motivation, leadership, followership, and human problems are analyzed. 2-0-3.

Management 416, Production and Operations**Management**

Explores the management concerns of cost, quality, and quantity in the production systems of manufacturing companies, material requirements, planning, break-even charts, plant location, present worth analysis, safety, job enrichment, and sequential sampling. Prerequisites: Business Administration 305 and Management 316. 2-0-3.

Management 418, Administrative Management

Designed for students pursuing careers as managers in retailing or service industries. Topics covered include design and management of automated and traditional office systems, management information systems, records retention and disposal. Prerequisite: Management 316. 2-0-3.

Management 422, Advanced Marketing

Topics covered include marketing research, public relations, and marketing channels. Prerequisites: Business Administration 318, Math 316. 2-0-3.

Management 425, Advanced Business**Communications**

Emphasis on business analysis, report writing, formal and informal presentations, public relations, and internal and external communications. 2-0-3.

Management Information Systems 341, Introduction to Computer-Based Systems

An introduction to computers and data processing taught as a general education course for all students. 2-0-3.

Management Information Systems 371, Structured Systems Analysis and Design

Advanced coverage of the strategies and techniques of structured systems development with emphasis on micro computers and their operating systems. 2-0-3.

Management Information Systems 432, Information Systems Planning

An introduction to the financial, technical, and strategic information systems process. The course will cover development of information systems. 2-2-3.

Management Information Systems 433, Database Program Development

A course emphasizing software design and programming in a database environment. For MIS majors only. 2-2-3.

Health Management 300, Introduction to Health Management

An introduction to the health care delivery system in the United States. Emphasis will be on the management of health care organizations. 2-0-3.

Health Management 301, Accounting for Health Management

Accounting for costs and revenues, patient accounting systems, purchasing systems, payroll systems, and financial reporting. Measurement of inputs and outputs of the health care system. 2-0-3.

Health Management 302, Budgeting for Health Management

Use of budgeting in health care for planning and control, forecasting demand for service, revenues, resource needs, and costs. Capital budgeting and breakeven analysis. 2-0-3.

Health Management 303, Finance for Health Management

Financing of health care delivery systems, financing planning and project evaluation. Present value concepts and advanced capital budgeting techniques. 2-0-3.

Health Management 304, Economics of Health Care

Supply and demand for health care services in the United States. The influence of environmental, political, economic, and social factors on the quantity, quality and price of health care services. The role of health care services in the economy. Factors of production of health care services. 2-0-3.

Health Management 306, Contemporary Issues in Health Management

Contemporary issues in health management will be analyzed. The student will relate basic management techniques in solving management problems. 2-0-3.

Health Management 307, Strategic Planning and Marketing for the Health Manager

The application of marketing principles to the health care service industry is emphasized. Objective establishment, strategy, planning, and evaluation will be stressed. 2-0-3.

Health Management 308, Health Policy Seminar

A view of health agencies from the perspective of the competitive struggle for public support. Emphasis on the body politic as it relates to management problems. 2-0-3.

Health Management 309, Human Relation Development for the Health Manager

A skill building study in the area of human relations for the health manager. The Gazda Model will be used to facilitate interaction in management settings. 2-0-3.

Criminal Justice

The Gardner-Webb Bachelor of Science Degree Program in Social Science with a concentration in Criminal Justice is designed for the student who has an Associate Degree in Law Enforcement or its equivalent from an accredited institution. At least 21 quarter (14 semester) hours of law enforcement courses must have been successfully completed prior to admission to the GOAL Program.

	Sem. Hrs.
I. <u>GOAL Core Requirements</u> (See page 9)	33-36
II. <u>Major Requirements</u>	15
Political Science 314 (3)	
Health 401 (3)	
Sociology 400 (3)	
Psychology 401 (3)	
Management 400 (3)	
III. <u>Electives</u> (Required)	6
Science (3)	
Mathematics (3)	
Other Electives (Student may choose ten hours from the following, as offered):	10
Political Science 304 (3)	
Political Science 315 (3)	
Sociology 202 (3)	
Sociology 310 (3)	
Psychology 206 (3)	
Psychology 305 (3)	
History 319 (3)	
Criminal Justice 410 (3)	
Criminal Justice 420 (3)	
Criminal Justice 430 (3)	
Criminal Justice 495 (1-3)	

A minimum of 128 semester hours is required for graduation. Students transferring from two-year colleges are required to complete a minimum of 64 semester hours of subsequent study in four-year colleges or universities, with at least the final 30 semester hours with Gardner-Webb College.

With the adviser's consent, courses listed as Electives may be substituted for courses listed under Major Requirements.

Criminal Justice Course Descriptions

Political Science 314, Judicial Process

A study of the judicial processes in the United States including pertinent court decisions and a general review of the administration of justice in our society. 2-0-3.

Health Education 401, Drug/Alcohol Education

An introduction to the study of drug/alcohol use and abuse and the educational implications of drug-related problems. 2-0-3.

Sociology 400, Race Relations

A study of present-day racial and cultural minorities with emphasis on scientific facts about race and on changing attitudes and policies. 2-0-3.

Psychology 401, Psychopathology

Survey and analysis of the major mental disorders, interpretation, and theories of therapy, including the relationship of abnormal behavior to social norms. 2-0-3.

Management 400, Human Resource Management

Principles and practices in personnel management relating to securing, training, retaining of employees. 2-0-3.

ELECTIVES (as approved by adviser):

Political Science 302, United States Government

A comprehensive presentation of the principles of American constitutional government, and a behavioral analysis of the institutions and processes of the national and state governments and the Federal system. 2-0-3.

Political Science 304, State and Local Government in the U.S.

A study of the problem of inter-governmental relationships and administrative management in state, county, and municipal government. 2-0-3.

Political Science 315, Civil Liberties

An examination of the philosophical basis and legal status of basic liberties in the U.S. 2-0-3.

Sociology 202, Social Problems

An analysis of some of the major problems of personal and social disorganization in contemporary society with emphasis upon causes, treatment, and prevention. 2-0-3.

Sociology 310, Social Psychology

A study of the interaction between the individual and the group, and the influence of each on the other. 2-0-3.

Psychology 206, Developmental Psychology

The psychological evolution of the individual through the life span and effect of the bio-social field on that evolution. 2-0-3.

Psychology 305, Psychology of Personality

A survey of the major theories of personality, with particular emphasis upon experimental studies and research procedures in the study of personality. Prerequisite: Psychology 206. 2-0-3.

History 319, The United States in the Twentieth Century.

2-0-3.

Criminal Justice 410. A Philosophy of Criminal Justice

Major focus: Punishment and alternatives for dealing with law violation and relating underlying ideas, such as responsibility and insanity. Central to this investigation will be a concern for the justification of punishment, legitimacy of alternatives to punishment, justification for considering illegal acts as products of disease, and the reconcilability of a system of punishment with a deterministic view of human behavior. 2-0-3.

Criminal Justice 420, Administrative Decision Making

An advanced course in police administrative decision making with considerable emphasis on management styles and their effect on the operation of the police force and related criminal justice agencies. 2-0-3.

Criminal Justice 430, Criminal Justice Theory and Research

A discussion and practical application in operations research as it applies to police department, prosecution management, court scheduling, corrections recidivism, probation and parole. The common theme is the use of quantitative analysis to understand phenomena, to solve problems, and to provide policy guidance. 2-0-3.

Criminal Justice 495, Independent Study

Independent study of selected problems in criminal justice. Credits to be arranged.

Criminal Justice 497, 498, Internship

Designed for students enrolled full-time in the criminal justice program, to enhance academic experience by providing an opportunity to acquire a working knowledge of the practical aspects of the criminal justice system. Credits to be arranged.

Human Services Program

The human services program is designed within the liberal arts tradition of Gardner-Webb College to prepare students for work in a wide range of social agencies that serve human needs at individual, group, or community levels. The program is designed for students who have completed approximately one-half of their four-year college course work and who desire to complete the Bachelor's Degree with the intent of improving their helping skills in an agency in which they are currently employed or of preparing themselves to obtain employment in social service agencies. Although emphasizing the social and behavioral sciences, the program has a strong interdisciplinary orientation.

A student desiring to enroll in the human services program should normally have an Associate's Degree in an appropriate area. Successful completion of courses attempted in the liberal arts and social/behavioral sciences is required.

A minimum of 128 semester hours is required for graduation. Students transferring from two-year colleges are required to complete a minimum of 64 semester hours of subsequent study in senior colleges or universities, with at least the final 30 semester hours with Gardner-Webb College.

	Sem. Hrs.
I. <u>GOAL Core Requirements</u> (See page 9)	33-36
II. <u>Major Requirements</u>	16-31
Human Services	
300 Ethical Issues in the Helping Professions (3)	
301 Treatment Modalities (3)	
302 Group Dynamics (3)	
401 Drug/Alcohol Education (3)	
416 Sexuality/Sex Education (3)	
431 Problems in Health Education (3)	
III. <u>Electives</u>	3-18
Selected with approval of faculty adviser. Credits in religious studies, science, and mathematics must be included.	

Human Services Course Descriptions

Human Services 300, Ethical Issues in the Helping Professions

A detailed examination of selected current ethical issues in the human services field. 2-0-3.

Human Services 301, Treatment Modalities

A survey of theories and procedures appropriate for use with clients of community agencies. 2-0-3.

Human Services 302, Group Dynamics

An introduction to group structure and processes and an analysis of their effects on individuals. 2-0-3.

Human Services 320, Introduction to Clinical Practice

An introduction to the practices, procedures, and techniques involved in a mental health setting. 2-0-3.

Human Services, 400, Legal Issues in the Helping Professions

A critical examination of current legal issues facing the helping professions. 2-0-3.

Human Services 491, Seminar

A synthesis and integration of previous course work following a problems approach. 1-0-1.

Psychology 305, Psychology of Personality

A survey of the major theories of personality, with particular emphasis upon experimental studies and research procedures in the study of personality. Prerequisite: Psychology 206. 2-0-3.

Psychology 401, Psychopathology

Survey and analysis of the major mental disorders, interpretation, and theories of therapy, including the relationship of abnormal behavior to social norms. 2-0-3.

Psychology 402, Introduction to Counseling

The study of basic theories and functions of counseling. Laboratory emphasis will be upon development of a personal counseling philosophy and its application. Prerequisite: Psychology 401 or permission of instructor.

Psychology 406, Psychology of Exceptionality

A study of marked superiority or inferiority to physical, mental, emotional and social norms. Prerequisite: Psychology 206. 2-0-3.

Psychology 444, Psychological Measurement and Appraisal

An introduction to psychological measurement, with emphasis on the measurement of intelligence, achievement, personality, interests, and special aptitudes. 2-0-3.

Sociology 311, Social Research Methodology

The scientific method applied to social phenomena: formulating and testing hypotheses, techniques for collecting data, measuring social variables, interpreting research findings. The scientific method as applied to social sciences will be explored in the latter part of the course through student participation in the design and analysis of a survey. 2-0-3.

Sociology 313, Sociology of Deviant Behavior

Introduction to theories of deviant behavior. Description and explanatory approaches to kinds and amounts of deviance in contemporary America; social change, anomie and social disorganization theories; the process of stigmatization; formal and informal societal responses to deviance and the deviant. Prerequisite: Introduction to Sociology or Psychology. 2-0-3.

Health Education 322, Helping Relationships for Health Science

A study dealing with human relations skill training using the Gazda Model as a base. 2-0-3.

Health Education 401, Drug/Alcohol Education

An introduction to the study of drug/alcohol use and abuse and the educational implications of drug-related problems. 2-0-3.

Health Education 402, Sexuality/Sex Education

An introduction to the study of basic issues relating to sexuality. Included will be strategies for teaching sex education. 2-0-3.

Health Education 431, Problems in Health Education

Advanced study of personal and community health problems, environmental health, family living, and mental and emotional health. 2-0-3.

Elementary Education Program

At the Iredell and Gardner-Webb centers, the Education department offers two programs (Early Childhood, K-4; and Intermediate Education, 4-6) leading to a Bachelor of Science degree and a North Carolina Class A Teaching Certificate. The Gardner-Webb Center also offers a Middle School (6-9) concentration in Communication Skills (language arts). A cluster at the Surry and Richmond Centers will be added if sufficient students apply and register (K-4/4-6).

In addition to Gardner-Webb's general entrance requirements (see page 4), the Education Department requires the following:

1. Associate degree or equivalent (64 semester or 96 quarter hours) in a curricular area and from an institution approved by Gardner-Webb College
 2. A minimum grade point average of 2.25 (C +)
 3. Prerequisite courses (generally not offered through GOAL Teacher Education but sometimes offered in other GOAL majors under 300-level numbers) or equivalents:
 - a. English 101 Composition
 - b. English 102 Composition and Literature
 - c. History 101 Modern Western Civilization I
 - d. History 102 Modern Western Civilization II
 - e. a physical science course*
 - f. two life science courses*
 - g. a college level mathematics course (not math education)
 - h. Religion 101 Introduction to New Testament
 - i. Religion 102 Introduction to New Testament
 - j. course or courses in art/music/theatre/dance: history or appreciation
 - k. American Constitution or American Government
 - l. Twentieth Century American History
 - m. two literature courses
 - n. a language course (preferred) or cultural anthropology
 - o. child or developmental psychology
- *Two physical and one life science course may be substituted.

4. Following the completion of prerequisite courses and during the first or second semester of having taken any education courses, students must take Core Batteries I and II of the National Teacher's Examination (NTE).
5. After having taken the NTE, students must apply for acceptance into the Teacher Education Curriculum. In order to be accepted into the curriculum, students must meet departmental guidelines on the NTE and must have at least a 2.25 grade point average.
6. The semester before student teaching, students should submit the Application to the Student Teaching Semester (or "Block"). The application is due by February 1 for a Fall Semester student teaching assignment or by September 15 for a Spring Semester assignment.
7. During the student teaching semester (which is offered in the daytime hours only) students must take Core Batteries III and IV of the NTE.

TRANSFER OF EDUCATION PREFIX CREDITS. The Department of Education generally does not accept the transfer of education prefix credits from two-year institutions; however, these courses from senior institutions will be evaluated by the Department of Education.

Exit Policy. The following conditions must be met by each student for graduation after Student Teaching:

1. 2.25 Cumulative Quality Point Ratio
2. Completion of the National Teacher's Examination
3. Application for a North Carolina Teaching Certificate
4. Exit Criteria Form completed by Cooperating Teacher
5. Final Evaluation Form completed by Cooperating Teacher and College Supervisor and Self-evaluation form completed by Student Teacher.

GOAL Requirements for The Bachelor of Science Degree with a Major in Early Childhood Education (K-4)

Major:

Education 302, 305, 310, 312, 320, 325, 430, 440, 455.

Supportive Studies:

Science Education 303, Mathematics 301, Cultural Arts 310, Art 302, Music 346, Health 320, Physical Education 301, HPE 338*, Mathematics Education 330, Science Education 330, Psychology 303. Total: 63 semester hours.

GOAL Requirements for the Bachelor of Science Degree with a Major in Intermediate Education (4-6)

Major:

Education 303, 305, 310, 314, 320, 325, 430, 440, 455.

Supportive Studies:

Science Education 303, Mathematics 301 and 305, Cultural Arts 310, Art 302, Music 346, Health 320, Physical Education 301, HPE 338*, Mathematics Education 330, Science Education 330, Psychology 303. Total: 66 semester hours

GOAL and Day Requirements for the Bachelor of Science Degree with a Major in Middle School

Education (6-9)

Gardner-Webb campus only

(Prerequisites are the same as K-4 and 4-6, except the science courses must be Biology 101, Chemistry 103, Physics 103, and Geology 101 or their equivalents.)

Major:

Education 303, 310, 316, 325, 440, and 455, Psychology 302.

Supportive Studies (Concentration, Communication Skills):

English 363, Rhetoric and Grammar (Advanced Grammar and Composition), Education 305, 320 and 430, 2 literature electives. Science Education 303, Mathematics 301 and 305, Health/Physical Education 338 (or Health 221 and two semester hours in Physical Education electives). Additional coursework as prescribed by the Department of Education.

Total: 64 semester hours

*or Health 221 and 2 semester hours of PE activity. Health 221 is Personal and Community Health.

Education Course Descriptions

The first digit after each course description designates the required classroom hours per week; the second digit, required laboratory hours per week; and the third, semester hours credit.

Art 302, Teaching Methods in Art

A continuation of Art 301, including experiences with art materials and teaching strategies appropriate for use with children. Special fee. Prerequisite: Art 301. 2-0-3.

Cultural Arts 310, Cultural Arts Foundations

A laboratory in art and music skills for the prospective elementary teacher. 0-2-3.

Education 302/303, Reading

Involves the teaching of reading and related language arts from the kindergarten through the intermediate grades. 2-0-3.

Education 305, Language Arts in the Elementary School
Planning, teaching, and evaluating the language arts in the elementary school. Emphasis on integration of social studies and language arts. 2-0-3.

Education 310, Materials and Media

Teaching educational equipment operation and the preparation, utilization, and evaluation of teaching aids and materials. 2-0-3.

Education 312, Practicum in Reading

Provides experience for the prospective teacher in the practical application of teaching reading skills and in diagnosing problems on the K-6 level. Prerequisite: Education 210. 1-4-4.

Education 314, Practicum in Reading

Provides experience for the prospective teacher in the practical application of teaching reading skills and in diagnosing problems on the 4-6 level. Prerequisite: Education 316. 1-3-4.

Education 316, Teaching Reading in the Content Areas
Provides experience for the prospective teacher in the practical application of teaching reading skills and in diagnosing problems on the 6-12 level. 2-0-3.

Education 320, Children's Literature

A critical study of classical and current books and materials for children on the K-6 level. 2-0-3.

Education 325, Modern Foundations of Education

A study of the social, cultural, philosophical, and historical influences on the development of education in the United States; an introduction to the American school system; elements of curriculum including conflicting concepts, organizational patterns, and relationships to instruction. 2-0-3.

Education 430, Methods of Teaching

Provides an understanding and application of the use of materials and teaching methods. Laboratory experience in area schools on the K-6 level is required. 3-3-3.

Education 440, Classroom Management

An extensive examination and application of classroom management procedures used in the public school environment. Emphasis will be placed on behavioral management, recordkeeping, parent conferences, and daily classroom routines. 2-2-3.

Education 455, Student Teaching

A 14-week period of full-time supervised teaching at the appropriate level (K-4, 4-6, 6-9). 6 semester hours credit.

English 363, Rhetoric and Grammar

The primary concern is expository/argumentative prose and the systems which inform the process of composition. The emphasis is on understanding theory and translating it into practice. 2-0-3.

English 432, Methods of Teaching English

A survey of teaching methods as they apply to specific topics. 2-0-2.

Health 320, Health Education

Methods and materials for classroom instruction in health and safety for the elementary teacher (K-4, 4-6). 2-1-3.

Mathematics 301, Mathematics for Elementary Teachers I

A study of real numbers, probability, statistics, geometry, and algebra and the use of the computer with emphasis on understanding the concepts needed to teach elementary mathematics. Prerequisite: Mathematics Principles, College Algebra, or Introductory Calculus. 2-0-3.

Mathematics 305, Mathematics for Elementary Teachers II

A study of logic, methods or proofs, problem solving, geometry and computers with emphasis on the concepts needed to teach elementary mathematics. Prerequisite: Mathematics 204. 2-0-3.

Mathematics 330, Methods of Teaching Mathematics

Planning, teaching and evaluating mathematics in the elementary school (for elementary education majors—K-9 only). 2-0-2.

Music 346, Music Methods for the Classroom Teacher

Practical application of skills acquired in Music 345. Examination of basal music series, plus outside reading. Expanded experience with instruments. Actual teaching experience with school-age children. Prerequisite: Music 345 or demonstration of proficiency. 2-0-3.

Physical Education 301, School Activities

A course in methods and materials, theory, and program building in physical education (K-4, 4-6). 1-1-3.

Psychology 301, Child Psychology

A study of the general principles of growth and development of the child from birth to early adolescence with emphasis upon intellectual, physical, emotional, and social development. 2-0-3.

Psychology 302, Adolescent Psychology

The study of emotional, physical, and social maturation from puberty to early adulthood with emphasis on adjustment difficulties and communication with the adolescent. 2-0-3.

Psychology 303, Educational Psychology

An analysis of the basic principles of classroom learning with emphasis upon the application of theory to practical situations. Special attention is also given to fundamental testing practices and measurement concepts. 2-0-3.

Science Education 303, Oceanography, Meteorology, and Astronomy

Survey of physical and biological oceanography. Principles of meteorology; interrelationships of seas and global weather patterns. Concepts of astronomy and space science; experience with telescopes and identification of constellations. For education majors only. 3-2-4.

Science Education 330, Science Methods

Methods of teaching science (K-9). Planning, teaching and evaluation of science in the elementary school. For elementary education majors only. 2-0-2.

Summer School

Gardner-Webb College provides summer classes at all GOAL centers. The institution is a member of the North Carolina Association of Summer Sessions and the North American Association of Summer Sessions. The Summer School is divided into two five-week terms offering courses during both day and evening hours. A student generally carries a six-semester-hour load during each five-week term. Registration is conducted at the beginning of each term for day and on-campus GOAL courses. GOAL off-campus registration for both summer terms is conducted on site at the beginning of the summer only. Application for admission/readmission must precede Registration by at least one month.

The Master of Arts in Education Program provides a variety of courses during Summer School. For specific information, see the Graduate Bulletin and/or contact the Director of Graduate Studies.

A variety of special programs and camps is provided during the Summer School.

1986

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Administration and Regular GOAL Faculty

M. CHRISTOPHER WHITE, Ph.D.

President of the College (July 1, 1986)

A.B., Mercer University; M.Div., Southern Baptist Theological Seminary; Ph.D., Emory University.

JOHN R. DRAYER, Ph.D.

Vice-President for Academic Affairs

B.A., Belmont College, B.D., Th.M., Ph.D., Southern Baptist Theological Seminary; additional study, University of North Carolina-Chapel Hill.

LARRY L. SALE, Ed.D.

Assistant Academic Vice President for Special Studies; Professor, Education

B.S., M.A., Appalachian State University; Ed.D., Indiana University.

EVAN M. THOMPSON, Ed.S.

Assistant Dean for Special Studies;

Assistant Professor, Management

B.S., Warren Wilson College; M.A., Ed.S., Appalachian State University

JOHN A. CHESKY, Ed.D.

Coordinator, GOAL Education Programs;

Assistant Professor, Education

B.S., Clarion University of Pennsylvania; M.A., Georgetown College; Ed.D., University of Kentucky.

BARRY E. HAMBRIGHT, Ph.D.

Coordinator, GOAL Criminal Justice and Human Services Programs; Professor, History and Political Science

A.A., Gardner-Webb College, B.A., Carson-Newman College; M.A., University of Massachusetts; Ph.D., University of South Carolina.

J. RUSSELL HARDIN, M.A.

Adviser, GOAL Business Programs; Assistant Professor, Accounting

A.A., Isothermal Community College; B.S., M.A., Appalachian State University.

*DONALD J. KEMERAIT, M.S.M.

Adviser, GOAL Business Programs; Assistant Professor, Management Information Systems

A.A., Daytona Beach Junior College; B.S., University of Florida; M.S.M., University of South Florida; additional study, Clemson University.

JOHN D. WHITEHEART, M.B.A.

Coordinator, GOAL Business Programs;

Assistant Professor, Business

A.B., M.A., University of North Carolina-Chapel Hill; M.B.A., Western Carolina University.

GARLAND H. ALLEN, Ph.D.

Professor, History and Religion

B.A., Ouachita Baptist College; B.D., Th.M., Ph.D., Southern Baptist Theological Seminary; M.A., Memphis State University; additional study, Memphis State University.

CHARLES S. ANDREWS, Ph.D.

Chairman, Department of Foreign Languages and Literature; Professor, French and Spanish

A.B., Wofford College; M.A., Emory University; Ph.D., Florida State University; additional study, Sorbonne, University of Paris.

STANLEY ANDREWS, M.Ed.

Assistant Professor, Physical Education

B.S., M.Ed., Mississippi State University; Ed.D. candidate, University of Mississippi.

ANDREW N. ASH, Ph.D.

Assistant Professor, Biology

B.S., Virginia Military Institute; M.S., North Carolina State University; Ph.D., University of Toronto.

MIRIAM ASH-JONES, M.L.S.

Media Librarian

B.S., University of Florida; M.S., North Carolina State University; M.L.S., University of North Carolina-Greensboro.

MONROE M. ASHLEY, M.Div.

College Minister

B.A., Furman University; M.Div., Southeastern Baptist Theological Seminary; additional study, North Carolina Baptist Hospital; University of North Carolina-Greensboro; and Southeastern Baptist Theological Seminary.

A. MELTON BLACK, Ed.S.

Assistant Professor, Mathematics

A.A., Wingate College; B.S., Campbell College; M.A., Ed.S., Appalachian State University; additional study, University of the South-Sewanee; Clemson University; Auburn University; University of North Carolina-Charlotte.

GILMER W. BLACKBURN, Ph.D.

Director of Graduate Studies; Professor, History

A.A., Gardner-Webb College; B.A., M.A., Wake Forest University; Ph.D., University of North Carolina-Chapel Hill.

ROBERT R. BLACKBURN, Ed.D.

Chairman, Department of Health Education and Physical Education; Professor, Health Education and Physical Education A.A., Gardner-Webb College; B.S., Erskine College; M.A., Ed.D., George Peabody College for Teachers.

ERNEST M. BLANKENSHIP, M.A.

Chairman, Department of English Language and Literature; Associate Professor, English

B.S., Western Carolina University; M.Div., Southern Baptist Theological Seminary; M.A., Appalachian State University; additional study, Appalachian State University, University of North Carolina-Chapel Hill.

*on leave of absence for doctoral study

ERNICE D. BOOKOUT, Ph.D.

Associate Professor, Education

B.S., East Texas Baptist College; M.Ed., University of North Florida, Ph.D., Florida State University.

JOYCE C. BROWN, Ph.D.

Professor, English

B.S., M.A., Appalachian State University; Ph.D., University of Southern Mississippi; additional study, Appalachian State University.

LESLIE M. BROWN, Ph.D.

Professor, Biology

B.S., M.A., Appalachian State University; Ph.D., University of Southern Mississippi.

BARBARA N. BURKETT, Ph.D.

Chairman, Department of Natural Sciences; Professor of Biology

B.S., North Carolina State University; Ph.D., Western Reserve University.

WALLACE R. CARPENTER, Ed.S.

Associate Professor, Data Processing

B.S., M.A., Appalachian State University; Ed.S., Western Carolina University; additional study, University of North Carolina-Chapel Hill; Western Carolina University.

RALPH LOGAN CARSON, Ph.D.

Professor, Religion

A.B., Shaw University, B.D., Hartford Seminary Th.M., Louisville Presbyterian Seminary; Ph.D., Drew University.

*LIBBY W. CARSWELL, M.A.

Instructor, Mathematics

B.S., M.A., Appalachian State University; additional study, University of North Carolina-Charlotte; Clemson University.

JEFFREY (CHIT-FU) CHANG, Ph.D.

Associate Professor, Mathematics, CDE

B.S., M.S., Western Illinois University; Ph.D., University of Georgia.

TIMOTHY Y. CHERRY, Ph.D.

Associate Professor, Art

B.S., M.A.A.E., Appalachian State University, Ph.D., North Texas State University.

BARBARA J. CRIBB, Ed.S.

Associate Professor, Education, Art

B.S., Mississippi College; M.Ed., North Texas State University; Ed.S., Western Carolina University; additional study, Western Kentucky University, Campbellsville College; University of Florida; University of South Carolina-Spartanburg.

GEORGE R. CRIBB, Ed.D.

Chairman, Department of Fine Arts; Professor, Music

B.A., Wake Forest University; M.A., Teachers College, Columbia University; Ed.D., North Texas State University; additional study, University of Kentucky; University of York, England; Hartt College of Music, University of Hartford; Westminster Choir College.

ALICE R. CULLINAN, Ed.D.

Professor, Religious Education, Religion

B.A., Carson-Newman College; M.R.E., Ed.D., Southwestern Baptist Theological Seminary.

ROBERT LEE DECKER, Ed.D.

Associate Professor, Music

B.M., University of Miami; M.R.E., Southern Baptist Theological Seminary; M.A., Appalachian State University; Ed.D., University of North Carolina at Greensboro.

DAVID A. DeGRAAF, Ph.D.

Associate Professor, Science Education

B.A., Calvin College; M.A., Ph.D., Western Michigan University.

ANTHONY FINLEY EASTMAN, Ph.D.

Professor, History

B.A., Union University; M.A., Memphis State University; Ph.D., University of Southern Mississippi.

KENNETH F. ENGLAND, Ed.D.

Chairman, Department of Education; Professor, Education

B.S., M.A., Appalachian State University; Ed.D., New York University.

TERRY L. FERN, D.M.A.

Associate Professor, Music

B.M., Oklahoma Baptist University; M.M., University of Louisville; D.M.A., North Texas State University.

ROGER G. GADDIS, Ph.D.

Chairman, Department of Psychology; Professor, Psychology

B.A., University of North Carolina-Charlotte; M.A., University of Tennessee; Ph.D., University of South Carolina; additional study, Appalachian State University.

F. KEITH GRIGGS, Ed.S.

Assistant Professor, Business, Data Processing;

B.S., M.A., Appalachian State University; M.Ed., University of North Carolina-Charlotte; Ed.S., Western Carolina University; Ed.D. Candidate, Virginia Polytechnic Institute.

NELL S. GRIGGS, M.A.

Assistant Professor, Health Education, Physical Education

A.B., Lenoir-Rhyne College; M.A., Appalachian State University; additional study, Western Carolina University; University of North Carolina-Charlotte; Gardner-Webb College.

*on leave of absence for doctoral study

*DARYL MAX GUFFEY, M.A., CPA
Assistant Professor, Accounting
B.S., University of South Carolina; B.S., M.A., Appalachian
State University.

JOHNNIE C. HAMRICK, M.A.
Instructor, Developmental Reading
B.S., M.A., Gardner-Webb College; additional study,
Appalachian State University; University of North Carolina-
Charlotte.

*JAMES D. HARTMAN, JR., M.B.A.
Assistant Professor, Management
A.A., Gardner-Webb College; A.B., Wofford College; M.B.A.,
University of South Carolina; additional study, Clemson
University.

DELORES M. HUNT, D.A.
Associate Professor, Health Education, Physical Education
B.S., Auburn University; M.Ed., D.A., Middle Tennessee
State University.

M. LANSFORD JOLLEY, Ed.S.
Chairman, Department of Social Sciences;
Professor, Social Sciences
A.A., Gardner-Webb College; B.A., Wake Forest University;
M.A., Ed.S., George Peabody College for Teachers; additional
study, George Peabody College for Teachers; Florida State
University; University of North Carolina-Greensboro.

PAUL W. JOLLEY, Ed.D.
Chairman, Department of Mathematical Sciences;
Professor, Mathematics
B.S., M.A., Appalachian State University; M.A.T., University
of North Carolina-Chapel Hill; Ed.D., Florida State University.

DORIS JONES, M.R.E., M.A.T.
Associate Professor, Sociology
B.A., Furman University; M.R.E., Southwestern Baptist
Theological Seminary; M.A.T., University of North Carolina-
Chapel Hill; additional study, University of Colorado;
University of North Carolina-Chapel Hill; University of
Tennessee.

THOMAS H. JONES, Ph.D.
Associate Professor, Biology
B.S., Methodist College; M.S., North Carolina State
University, Ph.D., North Carolina State University.

ROBERT L. LAMB, Ed.D.
Professor, Religious Education, Religion
B.A., Stephen F. Austin State College; M.R.E., Ed.D.,
Southwestern Baptist Theological Seminary; additional study,
Westminster Choir College; Baylor University; University of
Houston; North Carolina State University; Appalachian State
University.

TED R. MONROE, Ph.D.
Assistant Professor, Mathematics
B.S., Gardner-Webb College; M.A., Wake Forest University;
Ph.D., University of South Carolina.

DAN M. MOORE, D.B.A.
Acting Chairman, Broyhill School of Management
Professor, Management
B.S., University of Virginia; M.B.A., D.B.A., Georgia State
University.

ROBERT EARLE MORGAN, Ph.D.
Professor, French, Mathematics
A.B., Lenoir-Rhyne College; M.Ed., Ph.D., University of
North Carolina-Chapel Hill; additional study, University of
North Carolina-Chapel Hill.

M. VANN MURRELL, Ph.D.
Chairman, Department of Religious Studies and Philosophy;
Professor, Religion
B.A., Wake Forest University; B.D., Southeastern Baptist
Theological Seminary; Ph.D., University of Edinburg
(Scotland); additional study, Duke University; University of
Heidelberg, West Germany.

THIRLEN OSBORNE, M.A.
Professor, English
A.B., Kentucky Wesleyan College; M.A., University of
Kentucky; additional study, University of North Carolina-
Chapel Hill.

JACK G. PARTAIN, Th.D.
Professor, Religion
B.A., Baylor University; B.D., Th.D., Southwestern Baptist
Theological Seminary.

PHIL DANIEL PERRIN, D.M.A.
Professor, Music
B.S., University of Tennessee, M.C.M., D.M.A.,
Southwestern Baptist Theological Seminary; additional Study,
Westminster Choir College.

LAUNITA EYE PROCTOR, Ph.D.
Professor, Health Education, Physical Education
A.A., Kansas City Junior College; B.S. Oklahoma Baptist
University; M.R.E., Southwestern Baptist Theological
Seminary; M.Ed., Texas Christian University; Ed.S.,
Appalachian State University; Ph.D., Vanderbilt University;
additional study, University of Virginia.

D. RALPH SCHOOLCRAFT, Ed.D.
Professor, Education
B.Ed., M.Ed., University of Miami; Ed.D., University of
Georgia.

M. ALLEN SETZER, M.A.T.
Associate Professor, Spanish
A.B., Lenoir-Rhyne College; M.A.T., University of North Carolina-Chapel Hill; additional study, University of New Mexico, La Universidad Interamericana (Mexico).

STANLEY R. SMEDLEY, Ph.D.
Associate Professor of Sociology
A.A., Wesley Junior College; B.S., Wittenberg University; M.S., North Carolina State University; Ph.D., Pennsylvania State University; M.B.A. Clemson University.

THEODORE A. STANLEY, M.M.
Assistant Professor, Music
B.A., Duke University; B.M., M.M., Florida State University; additional study, Florida State University.

WILLIAM B. STOWE, Ph.D.
Professor, English
B.A., St. Andrews Presbyterian College; M.A., Appalachian State University; Ph.D., University of South Carolina.

C. OLAND SUMMERS, Ed.S.
Assistant Professor, Music
A.B., M.A., Indiana State University; Ed.S., Ball State University; D.A. Candidate, Ball State University.

JAMES K. TAYLOR, Ph.D.
Professor, English; Director, Summer Enrichment Experience Program
B.A., Carson-Newman College; M.A., Appalachian State University; Ph.D., Indiana University of Pennsylvania.

JEFF TUBBS, D.A.
Assistant Professor, Health Education, Physical Education, Coordinator of Intramurals
B.A., Bryan College, M.S., D.A., Middle Tennessee State University.

GERALD L. WHITE, Ed.D.
Director of Men's Services; Assistant Professor, Psychology
B.S., Delta State University; M.Ed., Ed.D., Mississippi State University.

RICHARD F. WILSON, Ph.D.
Assistant Professor, Religion
B.A., Mississippi College; M.Div., Ph.D., Southern Baptist Theological Seminary.

Adjunct GOAL Faculty, Areas of Teaching, Degrees

DANIEL R. BALLARD, M.A., Business/Psychology
A.B., Lenoir-Rhyne College; M.A., Appalachian State University; additional study, Appalachian State University.

CHARLES F. BOCK, M.A., Social Science
A.B., Lenoir Rhyne College; M.A., Appalachian State University.

CALVIN W. CHESSON, J.D., Business Law
A.B., Eastern Carolina University; J.D., University of North Carolina-Chapel Hill.

RICHARD D. CLATFELTER, M.B.A., Business
B.S., M.A., Virginia Polytechnic Institute; M.B.A., Winthrop College.

ALTON A. COBLE, B.D., Religion
A.A., Wingate Junior College; B.A., Wake Forest College; B.D., Southeastern Baptist Theological Seminary; additional study, Appalachian State University.

A. GORDON COLLEY, JR., J.D., C.P.A., Business
B.S., B.L., J.D., University of Virginia; member of Virginia State Bar Association.

JOANNE K. COX, M.S., Science
B.A., M.S., Shippensburg State College.

MARY E. CURRIN, M.S., Mathematics
B.A., Meredith College; M.S., North Carolina State University; additional studies in Mathematics, Science.

RONALD L. DABBS, M.A.M, Mathematics
B.S., M.A.M., North Carolina State University; additional study, Virginia Polytechnic Institute; Western Carolina University.

BENJAMIN F. DAVIS, M.Div., Psychology
B.A., University of North Carolina-Charlotte; M.Div., Pastoral Care, Duke University Divinity School; additional studies in Psychology, Drug Abuse.

JOSEPH W. DODSON, Ed.D., Mathematics
B.A., Western Carolina University; Ed.D., University of Georgia.

CHARLES L. EAKER, M.A.T., Natural Science
B.S., Appalachian State University; M.A.T., University of North Carolina-Chapel Hill.

JOSEPH ("JOHN") A. FAIRCLOTH, JR., M.P.A., Criminal Justice
A.A., B.S., Guilford College; M.P.A., University of North Carolina-Greensboro.

JAMES D. FISH, M.A., Criminal Justice
A.A., Western Piedmont Community College; B.S., University of North Carolina-Charlotte; M.A., University of South Carolina; additional studies in Law Enforcement Management.

CYNTHIA HAMRICK, M.I.S., Mathematics
A.A., Gardner-Webb College; B.A., UNC-Chapel Hill; M.I.S., University of Oregon.

DONALD G. HARKNESS, M.Ed., Psychology
A.A.S., Forsyth Technical Institute; B.S., Medical College of Georgia; M.Ed., University of North Carolina-Greensboro.

MARVIN RICHARD HAWES, M.S., Natural Science
B.A., Milligan College; M.S., University of Tennessee;
additional study, University of Tennessee.

SUE J. HENDRICKS, M.B.A., Business
B.A., Furman University; M.B.A., Wake Forest University;
additional study, N.C. Baptist Hospitals, Inc.; Forsyth
Technical Institute.

GERALD N. HEWITT, Ed.D., Business
B.A., Wake Forest College; M.Div., Southeastern Baptist
Theological Seminary; M.A., Appalachian State University;
Ed.D., University of North Carolina-Greensboro; additional
study, Wake Forest Management Institute; Appalachian State
University.

ELIZABETH E. HILL, M.A., Music
B.S., M.A., Appalachian State University; additional study,
Appalachian State University; Westminster Choir College;
Mary Hardin-Baylor; University of Virginia; University of
Kentucky.

JAMES H. HINES, JR., M.A., Health
B.S., East Tennessee State University; M.A., Gardner-Webb
College.

LARRY C. HOLLAR, M.A., Business
B.A., Lenoir-Rhyne College; M.A., Appalachian State
University; additional study, Catawba Valley Technical College;
Virginia Commonwealth University.

MICHAEL E. JENKINS, Ed.S., Social Science
A.A., Mitchell Community College; B.S., M.A., Ed.S.,
Appalachian State University; additional study, Virginia
Polytechnic Institute and State University.

JOHN M. KARRIKER, Ph.D., Natural Science
A.B., Catawba College; Ph.D., University of South Carolina;
additional study, North Carolina State University; Appalachian
State University.

DON R. KILLIAN, M.A., Social Science
B.A., Davidson College; M.A., Appalachian State University;
additional study, Appalachian State University; University of
Colorado; University of Georgia; University of North Carolina-
Greensboro.

A. DALE KING, Ph.D. Business
B.S., University of Virginia; M.B.A., Georgia State
University; Ph.D., Colorado State University.

CHARLES R. KING, M.E., Psychology
A.A., Wilmington Junior College; A.B., East Carolina
University; M.Ed., University of North Carolina-Greensboro.

J. WAYNE KING, Ph.D., Business
B.S., M.A., Appalachian State University; Ph.D., Colorado
State University; additional study, Virginia Polytechnic
Institute and State University

RONALD L. KIZIAH, Ed.D., Business
B.S., M.A., Appalachian State University; Ed.D., NOVA
University.

DONALD L. LAWRENCE, M.A., Criminal Justice
A.A., Gaston College; B.S., University of North Carolina-
Charlotte; M.A., University of South Carolina.

STEVE J. LEATHERWOOD, M.A., Psychology
B.A., Western Carolina University; M.A., Appalachian State
University.

RICHARD C. LUMB, M.S., Criminal Justice
A.A., Southern Maine Vocational Technical Institute; B.S.,
M.S., University of Southern Maine; additional study, Florida
State University.

H. COURTNEY MADDEN, Ed.S., Education
B.S., Appalachian State University; M.Ed., University of
North Carolina-Greensboro; Ed.S., Western Carolina
University.

WILLIAM T. MANIKAS, Ed.D., History
B.A., Boston University; M.A., Colgate University; Ed.D.,
Florida Atlantic University; additional study, University of
North Carolina; National Science Foundation.

ROBERT L. MASON, Sc.S., Science
B.S., Morris Harvey College; M.S., Ohio State University;
Sc.S., Appalachian State University.

J. GAYLORD MAY, Ph.D., Mathematics
B.S., Wofford College; M.A., Ph.D., University of Virginia.

WILLIAM W. McADAMS, Ed.D.
Health Education, Physical Education
B.S., George Washington University; M.Ed., University of
Virginia; Ed.D., Virginia Polytechnic Institute.

DOROTHY P. McINTYRE, Ed.D., Psychology
A.A., Gardner-Webb College; B.A., Limestone College;
M.A.Ed., University of North Carolina-Charlotte; Ed.S.,
Appalachian State University; Ed.D., Virginia Polytechnic
Institute and State University.

RONALD R. McKINNEY, M.A., Criminal Justice
A.A., Central Piedmont Community College; B.S., Catawba
College; M.A., University of South Carolina.

GERALD T. MELTON, M.A.Ed., Counselor Education
B.A., Pembroke State University; M.A.Ed., East Carolina
University.

HUGH C. MILLS, J.D., Criminal Justice
B.A., Guilford College; M.A., Appalachian State University;
J.D., Campbell University.

DAVID W. MOORE, Ed.S., Health/Physical Education
B.S., University of North Carolina-Wilmington; M.Ed.,
University of North Carolina-Greensboro; Ed.S., University of
North Carolina-Chapel Hill; additional study, University of
North Carolina-Chapel Hill.

FAIN MORRISON, M.B.A., Business
A.A.S., Cleveland Technical College; B.S., Limestone
College; M.B.A., Winthrop College; additional study,
Fayetteville State University.

L. STEVE MURDOCK, M.S., Criminal Justice
A.A.S., Davidson County Community College; B.S., East
Tennessee State University; M.S., Eastern Kentucky
University.

KATHRYN MUSSELWHITE, M.A., Music
B.M., Flora McDonald College; M.A., Appalachian State
University.

ALBERT F. ("RICK") MUTTON, M.S., Natural Science
B.S., M.S., East Tennessee State University.

L. RICHARD NIFONG, M.A., Criminal Justice
B.A., Western Carolina University; M.A., University of New
York; additional study, University of North Carolina-
Greensboro.

LAURA ONAFOWORA, M.P.A., Business
B.A., Rutgers University; M.P.A., New York University;
additional study, Lagos, Nigeria.

GORRELL CLINTON PRIM, JR., Ph.D., History
B.A., Wake Forest University; M.A., Appalachian State
University; Ph.D., Florida State University.

GLENN A. RANSON, M.B.A., Business
B.S., Miami University; M.B.A., University of North
Carolina-Greensboro; additional study, University of
Wisconsin.

JAMES M. REEVES, Ed.D., Psychology
B.S., M.A., Appalachian State University; Ed.D., University
of North Carolina-Greensboro.

C. EUGENE RICHARD, M.B.A., Business
B.S., Mars Hill College; M.B.A., Campbell University.

JOHN T. ROBICH, M.A., Sociology
A.A.S., Richmond Technical College; B.A., M.A., Ohio State
University.

NANCY E. ROGERS-ZEGARRA, Ph.D., Education
B.A., M.A., Ph.D., University of California; additional study,
Education Abroad Program with U.C. in Mexico and in Spain.

LINDA HARRILL RUDISILL, M.A., Health Education
B.S., Appalachian State University; M.A., Gardner-Webb
College.

WILLIAM L. RUSSELL, Ed.D., Health Education
A.B., Catawba College; M.Ed., University of North Carolina-
Chapel Hill; Ed.D., University of North Carolina-Greensboro.

ROBERT C. SAMS, M.B.A., Business
B.S., M.B.A., Western Carolina University.

PATRICIA T. SCHREIBER, M.A., Business
B.S., M.A., Appalachian State University; Ed.D., University
of North Carolina-Greensboro.

BRENDA R. SHARTS, M.A., Education
B.S., M.A., Gardner-Webb College; additional study,
University of North Carolina-Charlotte.

GARY L. SHIPLEY, M.S., Science
B.S., M.S., East Tennessee State University; additional study,
University of North Carolina-Charlotte; Virginia Polytechnic
Institute and State University.

W. PAUL SHOUPPE, M.Div., Religion
B.A., Carson-Newman College; B.D., M.Div., Southeastern
Baptist Theological Seminary; additional study, Southeastern
Baptist Theological Seminary.

REBECCA B. STIEGEL, M.S., Natural Science
B.S., Clemson University; M.S., Indiana University; additional
study, University of North Carolina-Charlotte; University of
Louisville; North Carolina State University; University of
Northern Colorado; Appalachian State University.

PATRICK E. TIERNAN, M.S., Industrial Education
B.S., M.S., Purdue University.

WILLIAM H. VARLEY, Ph.D., Psychology
B.A., Seton Hall University; M.S., Ph.D., University of
Wisconsin-Madison.

WILLIAM L. WALKER, Ph.D., Business
B.S., Appalachian State Teachers College; M.B.A., Ph.D.,
University of Georgia.

WANDA B. WASHBURN, M.A., Mathematics Education
B.S., M.A., Gardner-Webb College.

ANNA W. WELLS, M.M., Music
B.M., North Carolina School of the Arts; M.M., University of
North Carolina-Greensboro; additional study, Converse
College; Ed.D. Candidate, University of North Carolina-
Greensboro.

WAYNE D. WIKE, M.Div., Religion
B.A., Gardner-Webb College; M.Div., Southern Baptist
Theological Seminary.

BRENDA C. WILSON, M.S., Health Education
B.S., M.S., Appalachian State University; additional study,
Appalachian State University.

JAMES R. WINNING, Ed.D., Health Management
B.S., Clemson University; M.A., East Tennessee State
University; Ed.D., Nova University.

Whom To See

ACADEMICS—Dr. Larry L. Sale, Assistant Academic Vice President for Special Studies, Room 103, Webb Administration Building

ACADEMIC COUNSELING—Faculty Adviser (appointed by Department Chairman)

ADMISSIONS—Mr. Evan Thompson, Assistant Dean for Special Studies, Room 102, Webb Administration Building

AUTO REGISTRATION, TRAFFIC, PARKING—Mr. Gordon Washburn, Director of Security

BOOKSTORE—Mrs. Frieda Collins, 105 South Main Street

BUSINESS MATTERS—Vice-President for Business and Finance, Room 112, Webb Administration Building

CALENDAR OF EVENTS—Student Services, Charles I. Dover Student Center

COLLEGE MINISTER—Rev. Monroe Ashley, Elliott House

COURSE CHANGES (first week of term)—Faculty Adviser, then Registrar, Room 107, Webb Administration Building

COURSE DROP/WITHDRAWAL—Secretary to the Vice President for Student Services, Room 109, Charles I. Dover Student Center

FINANCIAL AID—Mrs. Marie Martin, Director of Financial Aid, Room 207, Webb Administration Building

GRADUATION—Mrs. Lucy Wilson, Registrar, Room 107, Webb Administration Building

ID CARDS—Mrs. Vickie Webb, Room 102, Charles I. Dover Student Center

INFORMATION SERVICES—Development House

LIBRARY—Ms. Thelma Hutchins, Library Director, John R. Dover Memorial Library

PAYMENT OF FEES—Business Office, Room 109, Webb Administration Building

PLACEMENT SERVICES—Mrs. Jodi Manning, Director of Career Planning and Placement, Development House

PRESIDENT—Dr. Christopher White, Room 202, Webb Administration Building (after July 1, 1986)

REGISTRATION—Mrs. Lucy Wilson, Registrar, Room 107, Webb Administration Building

STUDENT SERVICES—Mr. Melvin R. Lutz, Vice President for Student Services, Room 108, Charles I. Dover Student Center.

Dr. Gerald White, Director of Men's Services,
Room 102, CID

Ms. Ruth Kiser, Director of Women's Services,
Room 103, CID

Director of Counseling Services,
Room 114, CID

TRANSCRIPTS—Ms. Lou Ann Poston, Secretary to the Registrar, Room 107, Webb Administration Building (Written requests required—First copy: free; all subsequent copies: \$2)

VETERAN AFFAIRS—Mrs. Lucy Wilson, Registrar, Room 107, Webb Administration Building

Regular College Telephone: (704) 434-2361

College Mailing Address:

Boiling Springs, NC 28017

1. Viewpoint (Center For Blind Students)

2. Faculty Offices

3. Spangler & Myers Halls

4. Washburn Building

5. Lutz-Yelton Convocation Center

6. Nanney Baseball Field

7. John R. Dover, Sr. Library

8. Bost Gym—Swimming Pool

9. Lindsay Classroom Building

10. John R. Dover, Jr. Chapel

11. Phillip L. Elliott Hall

12. Charles I. Dover Campus Center

13. Decker Hall

14. Ernest W. Spangler Memorial Stadium

15. Suttle Tennis Courts

16. Lutz-Yelton Hall

17. Mauney Hall

18. A.T. Withrow Science Building

19. Craig Classroom Building

20. E.B. Hamrick Building

21. Webb Administration Building

22. H.A.P.Y. Hall

23. O. Max Gardner Building

24. Stroup Hall

25. Campus House

26. Nanney Hall

27. U.S. Post Office

28. Doctor's Building

29. Royster Hall

30. Radio Station/Guest House

31. Department of Safety/Physical Plant

32. V.F. Hamrick Field House

33. Potter House (Center For Deaf Students)

34. Spring

35. Crawley Hospital

36. Kathleen N. Dover Garden

37. Development House

38. Gardner-Webb Softball Field



Gardner-Webb College

Boiling Springs, North Carolina 28017

Application for Admission to Evening College

Thank you for your interest in Gardner-Webb. We welcome your application. Please follow these steps carefully:

- Complete all items of the application.
- If you are applying for readmission, request a Readmission Application from the Office of Special Studies. There is no processing fee for readmission application.
- If you are applying as a transfer student who has successfully completed 64 semester hours with at least a 2.0 grade average, you should request official transcripts from all colleges attended. No high school transcript is required if you have completed at least 15 semester hours of college credit. Please have official transcripts sent to the Office of Special Studies, Gardner-Webb College, Boiling Springs, NC 28017.
- A \$15 processing fee is required for admission, but not for readmission. Please send with this application to the Office of Special Studies at the above address.

Full Legal Name _____ Preferred _____
First Middle or Maiden Last
Social Security No. _____ Home Phone No. () _____ Work Phone () _____
Current Mailing Address _____ State _____ Zip _____
Street/Rt./Box City
Permanent Address _____ State _____ Zip _____
Street/Rt./Box City
Parent(s) Name(s) _____
Their/his/her address _____ State _____ Zip _____
Street/Rt./Box City
Proposed Date of Enrollment: _____ Fall _____ Spring _____ 1st Summer _____ 2nd Summer Term, 19 _____
I will attend classes at the _____ GOAL Center. Probable Major: _____
Date of Birth: _____ / _____ / _____ Sex _____ I am a citizen of _____ Nation _____
Year Month Day
I am a legal resident of _____ Nation _____ State _____ County _____

Physical Handicap (if any) _____

I do _____ /do not _____ want
Financial Aid.

I _____ will _____ will not be receiving Veterans Benefits. Branch of Service _____
Student Classification _____ Junior _____ Senior
Hometown newspaper _____

High School _____ Name _____ City _____ State _____ County _____ Zip _____ Date of Graduation _____

Transfer Students—List all colleges (and locations) attended, including Gardner-Webb:	Dates	Degrees Earned
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Eligible to return? _____ yes _____ no Reason for leaving _____
Any emotional or nervous disturbance requiring a physician within past year? _____ no _____ yes
If yes, explain briefly. _____
Briefly state how Gardner-Webb can meet your needs. _____

Gardner-Webb College admits students without regard to religious creeds, race, sex, national origin, or handicap.

STUDENT STATEMENT: I certify that all information given in this application is complete and accurate. When I attend Gardner-Webb College, I agree to abide by the established rules and regulations of the College.

Signature

Date

