

Academic Organization

Instructional Areas

The academic units of the University are organized into the Hofstra College of Liberal Arts and Sciences, the Zarb School of Business, the School of Communication, and the School of Education, each with undergraduate and graduate courses. For School of Law, see page 116; New College, see page 82; School for University Studies, see page 117.

UNIVERSITY COLLEGE FOR CONTINUING EDUCATION

In service to the community, University College offers programs and courses on a noncredit basis.

HOFSTRA COLLEGE OF LIBERAL ARTS AND SCIENCES

DIVISION OF THE HUMANITIES

Comparative Literature and Languages

- Arabic
- Chinese
- Comparative Literature
- English Language Program
- German
- Greek
- Hebrew
- Italian
- Japanese
- Jewish Studies
- Latin
- Linguistics
- Literature in Translation
- Modern Greek
- Russian

Drama and Dance

- Theater Arts

English

- Creative Writing and Literature
- English and American Literature
- Publishing Studies and Literature

Fine Arts, Art History and Humanities

- Ceramics
- Design
- Painting
- Photography
- Sculpture-Jewelry

French

Music

Spanish

- Ibero-American Studies

DIVISION OF THE NATURAL SCIENCES, MATHEMATICS, ENGINEERING AND COMPUTER SCIENCE

Biology

- Aquaculture/Mariculture
- Human Cytogenetics

Chemistry

- Biochemistry
- Natural Science

Computer Science

Engineering

- Electrical Engineering
- Engineering Science
- Industrial Engineering
- Mechanical Engineering
- Technology and Public Policy

Geology

- Environmental Resources

Mathematics

- Applied Mathematics

Physics

- Astronomy
- Meteorology

DIVISION OF THE SOCIAL SCIENCES

Economics

- Applied Economics
- Geography

History

- American
- European
- Public*

Philosophy

Political Science

Psychology

- Applied Research and Evaluation*
- Clinical and School
- Industrial/Organizational
- School-Community Psychology for the Working Psychologist*
- School-Community Psychology
- Sociology and Anthropology
- Speech-Language-Hearing Sciences
- Audiology
- Speech-Language Pathology

ADDITIONAL AREAS

- Africana Studies
- American Studies
- Asian Studies
- International Affairs

*Applications not accepted in 1997-98.

Italian Studies
 Liberal Arts
 Liberal Arts Colloquia
 Military Science
 Philosophy of Science
 Religious Studies
 Women's Studies

NEW COLLEGE

A small, interdisciplinary liberal arts college where students study for the Bachelor of Arts degree in humanities, natural sciences, social sciences, creative studies or interdisciplinary studies. Students have opportunities for individual study on campus and internship projects off campus as well as classroom course work and study abroad. The College offers a graduate program in interdisciplinary studies. Students have access to all University resources.

COMPLEMENTARY AND ANCILLARY PROGRAMS

Master of Arts Program
 Off-Campus Education
 University Without Walls

FRANK G. ZARB SCHOOL OF BUSINESS

Accounting and Business Law
 Banking and Finance
 Business Computer Information Systems and Quantitative Methods
 Management and General Business
 Marketing and International Business

SCHOOL OF COMMUNICATION

Audio/Video/Film
 Journalism and Mass Media Studies
 Speech Communication and Rhetorical Studies

SCHOOL OF EDUCATION

Administration and Policy Studies
 Educational Administration
 Educational Studies Program
 Foundations of Education
 Reading
 Reading, Language, and Cognition
 Reading and Special Education
 Writing
 Counseling, Research, Special Education, and Rehabilitation
 Counseling
 Creative Arts Therapy
 Gerontology
 Marriage and Family Therapy
 Rehabilitation Counseling
 Research
 Program Evaluation
 Special Education

Curriculum and Teaching
 Elementary Education
 Bilingual
 Early Childhood
 Mathematics, Science, and Technology
 Secondary Education
 Art (K-12)
 Bilingual
 Business
 English
 Foreign Languages
 Mathematics
 Music (K-12)
 Science
 Secretarial and Office Subjects
 Social Studies
 Speech Communication
 Teaching of English as a Second Language (TESL)
 Health Studies, Sport Sciences, and Physical Education
 Athletic Training
 Community Health
 Exercise Specialist
 Health Administration
 Health Education
 Managed Care
 School and Community Health Education
 School Health Education
 Teaching of Physical Education

SCHOOL OF LAW

A three-year program of study for full-time students of law leading to the degree of Juris Doctor.

SCHOOL FOR UNIVERSITY STUDIES

The Freshman Division provides special services and an unique first year collegiate curriculum for high school graduates requesting or requiring a structured approach to a university undergraduate education.

University Advisement

The University recognizes that it has an advisement responsibility from the time a student expresses an interest in enrolling until the time of graduation. It has, therefore, established the Office of University Advisement, responsible for various advisement functions and services. For full details, see page 14.

Full-Time Study

Hofstra University has a full-time undergraduate student body of 7,000 students usually attending classes between the hours of 8 a.m. and 4 p.m., Monday through Friday. Some part-time undergraduates and graduates also attend during these hours. The regular day program is organized into two fifteen-week semesters.

The average full-time student (registered for 12 or more semester hours) completes all course work for the degree in four academic years. The student registers for 15 to 17

semester hours, consisting of five or six courses, during each regular spring and fall semester.

Part-Time Study

Hofstra University encourages the enrollment of undergraduate part-time students who vary greatly in age and educational objectives. Primarily, these students are older than the typical full-time day undergraduates, have major responsibilities outside the University, have had gaps between their high school graduation and attending college, or between attending one college and another. They attend college on a part-time basis and attend in the evening. There are, however, many variations to these patterns, and individual needs—such as the needs of those who must attend during the day—can be accommodated. All regular degree requirements and academic standards of the University apply to part-time students.

Part-time students with no previous college credits generally require six to eight years to complete all requirements for bachelor's degrees. They usually enroll in two or three courses, totaling 6 to 9 semester hours of credit, each semester. Although part-time study is intended primarily for students who plan to earn degrees, enrollment is open to students who wish to further their education in specific areas if they meet admission and course requirements.

Requests for information or course schedules for evening programs should be directed to the Admissions Office. Semester schedules include pertinent information on admission and registration procedures. The Office is open Monday through Thursday, 9 a.m. to 8 p.m.; Friday, 9 a.m. to 5 p.m. throughout the year for assistance with academic questions.

January Session

The emphasis of this mini-semester (a three-week session starting the first week in January) is on diversity—there are beginning, advanced and graduate courses, and courses of general interest; courses earning up to three credits; day, evening and weekend courses; on-campus and off-campus courses and courses which involve travel.

Students attending this session may not earn more than three semester hours of credit or four semester hours of credit if offered on that basis.

Students may attend the January Session on one of four bases:

1. as former or continuing students in good standing;
2. as students who are attending the University for the first time;
3. as visiting students from other accredited colleges or universities provided they are enrolled and are in good standing at those institutions (visiting students expecting to transfer credits earned during the January Session to another college should get advance official approval from that institution for course work to be taken);
4. high school graduates interested in taking a course.

Information on registration, tuition and fees, course offerings, schedules, etc., can be found in the January Session Schedule, which is available upon request from the Admissions Office.

Summer Sessions

The University offers a full program of day and evening undergraduate and graduate courses during two separate five-week academic sessions each summer. Day and evening classes usually meet Monday through Thursday.

No undergraduate or graduate student may enroll in one summer session for more than 6 semester hours, or if 3 and 4 credit hours courses—7 semester hours. Exceptions to the above may be granted when special circumstances and the student's special capacities for the work permit. Written approval is required of the dean of the academic unit of the major or proposed major field of study.

Students may obtain credit on their Hofstra records for courses taken in the summer session at another accredited institution if the courses have been approved in advance by the appropriate department and the Office of Financial and Academic Records, and are in accordance with the Advanced Standing Policy and the Graduate Transfer Regulations set forth in the Hofstra *Bulletin*.

Visiting students are permitted to attend Hofstra University summer session(s) provided they are enrolled at another accredited college or university. Students expecting to transfer summer credits to another institution should get advance official approval of their selection of courses from that college. A special application blank for visiting students can be found in the *Summer Sessions Bulletin*, which is available in the Admissions Office. On request, an official transcript of all credits earned is forwarded to each visiting student's college after the summer sessions. There is no fee for an official transcript sent to a third party; for a student copy, \$3 per transcript.

Details of the course offerings and schedules, as well as information about residence halls, may be obtained by inquiring at the Admissions Office.

University College for Continuing Education

Hofstra University's Continuing Education program makes available to the Long Island and surrounding communities, a broad range of workshops, seminars, conferences, lectures, programs, and courses in the arts, business, computer, engineering, humanities, history, natural sciences and social sciences for adults and young people who wish to learn more about their world, their society and themselves. Programs and courses are offered on a noncredit basis.

Listed below are some of the programs being offered throughout the year. Detailed brochures on all curricula are available in the Continuing Education Office. For additional information, telephone (516) 463-5993 or

write to University College for Continuing Education, Hofstra University, UCCE, 375 Republic Hall, Hempstead, NY 11550-1009.

ACCOUNTING CERTIFICATE PROGRAM (ACP) is a fast-track, one-year, 18-credit certificate program which enables college graduates with any major to retrain as accountants. Its graduates are eligible for jobs as accountants or may decide to use the courses to fulfill some prerequisites toward an M.B.A. program.

CENTER FOR BUSINESS STUDIES offers courses, seminars, conferences, workshops and certificate programs in areas such as insurance, real estate, financial planning, pensions, direct marketing, credit management, purchasing management, management, nonprofit management, small business, entrepreneurship, employee benefits and other business education fields.

Several programs are offered in cooperation with professional societies: preparation courses for the CLU (Chartered Life Underwriter) designation and ChFC (Chartered Financial Consultant) designation are offered; preparation courses for the CPCU (Chartered Property and Casualty Underwriter) designation, ARM (Associate in Risk Management) designation, and AU (Associate in Underwriting Program) are offered in cooperation with the CPCU Long Island Chapter.

Real estate programs are offered to meet New York State licensing requirements for both salespersons, brokers and real estate appraisers.

CEBS PROGRAM (Certified Employee Benefit Specialist) is designed for those persons who are now active in or are interested in learning about the employee benefit field and earning the CEBS professional designation.

Insurance Brokers and Agents Qualifying Course, and the Life/Accident and Health Insurance Agents Training Course are offered to meet New York State requirements as well as continuing education credits for insurance licensees approved by New York State.

Certificate programs are also available in nonprofit management and entrepreneurship.

CENTER FOR CORPORATE EDUCATION AND TRAINING provides on-site training to corporations, government offices, service and professional organizations. Programs may be selected from among those offered on campus, or special programs may be designed to meet specific training needs.

CENTER FOR ENTREPRENEURSHIP DEVELOPMENT provides a comprehensive package of services to meet all business needs. The Center offers: 51-hour skills training program to enable new entrepreneurs to start their own business. Individual business consulting services; and advanced training workshops are also available.

COMPUTER SCIENCE CAREER RETRAINING PROGRAM offers college graduates the opportunity to receive training equivalent to the core curriculum in computer science. This fast-track evening program is designed for those who

want to add significant computer knowledge to their specialties, or who want careers as computer scientists. Additionally, graduates seeking Hofstra M.A. or M.S. degrees in Computer Science will find this program satisfies prerequisite courses.

COMPUTER STUDIES—MICROCOMPUTER APPLICATIONS, evening, day and weekend classes in the most popular microcomputer applications and programming languages such as Windows, Lotus, WordPerfect, C, C++, Visual Basic and many others. Students receive hands-on instruction on the IBM PC or Macintosh computers.

COMPUTER SYSTEMS ANALYSIS AND DESIGN CERTIFICATE (CSAD) is a one-year 18-credit certificate program which prepares college graduates for career opportunities in system analysis and information resources management. Students learn how to analyze business needs and procedures to design a system of computer-based tools to simplify business functions and improve productivity.

CONTINUING ENGINEERING EDUCATION offers programs, courses and seminars designed to meet the needs of engineers and the technical community in government, industry and private practice. Included are programs for Professional Engineering Licensure Review.

DEAF STUDIES PROGRAM provides training in American Sign Language, finger spelling, interpreting, and deaf culture. Special seminars and workshops are held with prominent guest lecturers throughout the year.

FINANCE CERTIFICATE PROGRAM (FCP) is a one-year 18-credit certificate program with three concentrations which enables college graduates with any major to retrain and be eligible for jobs with brokerage firms, commercial banks, corporations, government and non-profit institutions, insurance firms and investment banks, or may decide to use these courses toward fulfilling some of the prerequisites for admittance to CFA examination and/or an M.B.A. program.

HUMAN RESOURCES MANAGEMENT CERTIFICATE PROGRAM (HRMCP) is a one-year 18-credit certificate program which enables college graduates with any major to retrain for the field of human resources management and be eligible for positions in all varieties of corporations, nonprofit institutions, and government agencies.

INTERNATIONAL BUSINESS CERTIFICATE PROGRAM (IBCP) is a one-year 18-credit certificate program which enables college graduates with a bachelor's degree in any major to retrain for the field of international business. Graduates of the program will be eligible to work at a variety of exciting and interesting positions in international business (depending on previous training and experience), including jobs as international financial managers, import/export managers, foreign subsidiary managers, international human resource managers, international marketing managers, international trade managers, and many, many others.

LIBERAL ARTS STUDIES programs span a wide range of interests—from the traditional arts and sciences to recreation, the outdoors, fitness, travel (both abroad and local), professional development and more. Courses are designed for all those with a desire to learn for the mere pleasure of learning, and to gain a better appreciation of the people, places and events which surround them. Liberal Arts Studies participants firmly believe that successful people never stop learning, and therefore new programs are constantly being developed. For specific and fuller detailed information, contact University College for Continuing Education.

MARKETING CERTIFICATE PROGRAM (MCP) is a one-year 18-credit certificate program with two concentrations which enables college graduates with any major to retrain and be eligible for jobs in direct marketing, international marketing, sales management, retail management, marketing research, and television and print advertising, or may decide to use these courses toward fulfilling some prerequisites toward an M.B.A. program.

PARALEGAL STUDIES CERTIFICATE PROGRAM is a four-month day or eight-month evening program which prepares college graduates for career opportunities in law firms, corporations, banks, insurance companies, government agencies, and the courts. Students may also participate in an optional internship program designed to serve as a practical application of and supplement to classroom training.

PROFESSIONALS AND EXECUTIVES IN RETIREMENT (PEIR), a self-directed, learner-centered daytime campus program, is designed for individuals in or approaching retirement who are interested in the creative and stimulating use of their leisure time. PEIR members actively explore their personal interests and national concerns through lectures, panels and informal discussions in such diverse subject areas of their choice as contemporary affairs, literature, social advocacy, music, and art. Auditing privileges are available for one UCCE noncredit course per semester.

SATURDAY CLASSES FOR YOUNG PEOPLE, for ages 3 to 18 years, are given on the main campus of the University throughout the academic year. Classes meet the exploratory and artistic needs of children on all intellectual levels and ages. Programs strive to balance academic learning with physical and recreational skills. Science, literature, computer, drama and fine arts, are examples of courses for general enrichment. Swimming, prereading, tennis, reading/mathematics tutorial, modeling, Kung Fu, writing, pre-law, cartooning, and courses for disabled young people are also offered. Each course is given on a ten-session per semester basis. A slate of adult classes for parents of young people is offered concurrently with programming for children.

SUMMER CAMPS offer specialties in aquatics, athletics for beginners, baseball, basketball, computers, creative writing, dance, fine arts, math, reading, science, soccer, tennis, and theater arts for children ages 5 to 14. The full program is six

weeks: July 3 through August 11 from 9 a.m. to 4 p.m. Campers may register for two, four or six-week sessions and may continue in one area of specialization or participate in as many as three during the six-week session. Campers spend half of each day participating in their area of specialization, and the other half in planned recreational activities using Hofstra's athletic fields and the indoor Olympic-size pool. Swimming skills instruction (American Red Cross) is taught as well as competitive and noncompetitive sports activities. A special end-of-season, one-week program from August 14 to 18, is offered for youngsters who wish to engage in a fully recreational camp experience.

SUMMER PROGRAM offers courses from May 20 to August 31 for learning and leisure. Courses and trips are scheduled during the day, evening and weekends. Details of course offerings, schedules and copies of the Summer Bulletin may be obtained by calling University College for Continuing Education at (516) 463-5993.

SUNDAYS AT HOFSTRA is a noncredit program (approximately nine weeks each semester) held on Sunday afternoons offering a variety of courses of one to several sessions in such subjects as archaeology, art, business, finance, history, investing, literature, photography, psychology, and many others. Classes usually begin at 1:30 p.m. but there is an opportunity for students and faculty to meet over a cup of coffee and refreshments at 1 p.m.

TEST REVIEW PROGRAMS: For those heading to college or graduate school, test scores can make a critical difference. Because no one course may be right for everyone, UCCE has brought two leading test preparation firms to campus to offer courses for the following exams: LSAT, GRE, GMAT, NTE, MCAT, PSAT, and the SAT. The Princeton Review offers the finest, most thorough and effective test preparation courses available. For a complete schedule and enrollment information, contact The Princeton Review at (516) 271-3400.

The Cambridge TestPrep Program has developed a strong, critically acclaimed series of courses offered at more than 150 colleges and universities in more than 35 states. Its test preparation books have sold over one million copies worldwide. For information or to register for Cambridge courses, call Hofstra University at (516) 463-5016. Select the program that works best for you; both are committed to your success.

WRITERS' CONFERENCE, offered in cooperation with Hofstra College of Liberal Arts and Sciences, gives both beginning and published writers the opportunity to study with a faculty of noted writers from all over the country. Two-week intensive workshops are held daily in children's literature, poetry, fiction, nonfiction, writing for stage and screen, and one other genre in July. In addition, guest writers, publishers, editors and agents present special lectures and programs throughout the conference period. The annual Writers' Conference is held during the first two weeks of Summer Session II.

Alumni Relations

Alumni Relations, located in Alumni House in the Hofstra Stadium plaza, is the main communication link between Hofstra University and its more than 85,000 alumni.

Volunteers have mobilized regionally as well as nationally. Regional alumni chapters have been established in Atlanta, Boston, Las Vegas, Northern California, Southern California, Mid-Atlantic (Maryland, Virginia, Washington, D.C.), and South Florida. Alumni throughout the country are actively involved in assisting the University Admissions Office in the important area of student recruitment through the Hofstra Alumni Recruitment Team (HART) program.

Charter groups include Alpha Theta Beta Alumna, Black and Hispanic Alumni, Booster Alumni, *Chronicle* Alumni, Delta Chi Delta Alumnae, Delta Phi Epsilon Alumnae, Epsilon Sigma Alumni, Frank G. Zarb School of Business Alumni, The Gray Wig, Hofstra Concerts Alumni, Law School Alumni, Phi Epsilon Alumnae, Hofstra Pride Club, Radio Alumni, Rehabilitation Counseling Alumni, Tau Chi Rho/Sigma Sigma Alumnae, Wreath & Foil Alumnae.

There is a myriad of activities, services, and special events for Hofstra alumni—all coordinated by the Office of Alumni Relations. Events such as Homecoming, class reunions, senior class sendoffs and alumni receptions at Hofstra athletic events serve as opportunities to meet fellow alumni and friends of the University. In addition to many special events, other services to alumni include use of many campus facilities, special arrangements for alumni to audit undergraduate classes (contact the University Advisement Office), a reduced rate for alumni to enroll in noncredit courses through the University College for Continuing Education, and many other benefits.

Children and grandchildren of Hofstra alumni who are enrolled at Hofstra are eligible to apply for the Adelaide H. Sternfeld/Alumni Organization Endowed Scholarship.

The Hofstra University Alumni Organization is the vehicle for volunteers to get involved on behalf of their *alma mater*. A variety of committees enable alumni to direct their energies in the specific areas of their interest.

For information on all alumni activities and services contact the Office of Alumni Relations at (516) 463-6636 or visit Alumni House.