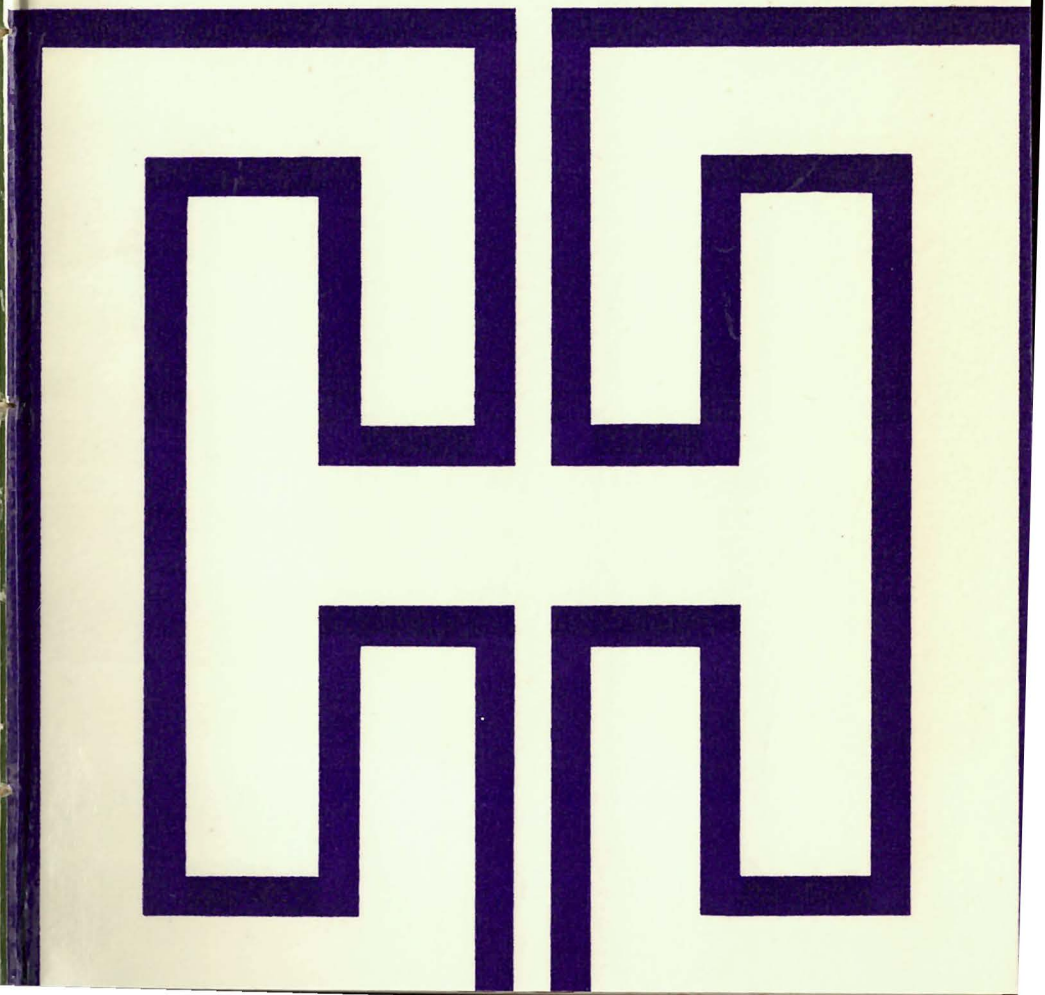
Harris College Preston Prospectus 1964-196



Head of School

T. METCALFE, A.R.C.A.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

SCHOOL OF ART

Corporation Street, Preston, Lancs.
Telephone: Preston 51831–5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-seven members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, and nine members representative of industry and commerce.

THE HARRIS COUNCIL

President: COUNCILLOR MISS F. M. OPENSHAW, J.P.

Vice-President: ALDERMAN W. BECKETT, O.B.E , J.P.

Councillor J. Lund, J.P. (The Right Worshipful the Mayor of Preston)
Alderman J. Atkinson
Councillor E. W. Bunker
Councillor Mrs. D. M. Dewhurst
Councillor A. M. Korn, M.B., Ch.B.
Councillor G. Ollerton
Councillor Mrs. C. Sharples
Alderman Mrs. M. A. Wignall, J.P.

Alderman F. Longworth (Chairman of Lancashire County Council)
Councillor J. R. Ashton
Alderman J. Bradley, J.P.
Councillor H. Catlow
Councillor J. P. Ennis, J.P.
Councillor J. Hargreaves
Councillor F. Ley
Councillor A. R. Pickles

G. Grenfell Baines, O.B.E., F.R.I.B.A.
F. D. Crowe, B.Sc. (Eng.)., A.F.R.Ae.S
C. M. Hey, B.Sc.Tech., A.T.I.
R. A. Hornby, F.C.A.
T. M. Naylor, M.Sc., A.M.I Mech.E.
P. D. Oakley, B.Sc., F.R.I.C.
Councillor J. W. Taylor, J.P., F.C.I.S.
J. W. Walker
A. D. White, B.Sc., A.R.I.C.

Clerk to the Council:

W. R. TUSON, B.Sc., Chief Education Officer, Municipal Building, Preston, Lancs.

TEACHING STAFF

Principal: H. WILKINSON, M.Sc.Tech., Ph.D., A. Inst.P.

Vice-Principal: S. SKIDMORE, B.Sc., Ph.D. (Lond.), F.R.I.C.

Full-time Lecturers

R. N. Abbot, B.Sc. E
G. Allen, M.A. (Cantab.) S
A. Arnison B
J. Ashworth, M.Sc.Tech., A.M.C.T. A.T.I., F.C.S. P
J. A. Askew, M.Sc., Dip.Tech.(Eng.) E
J. Bagot, B.Sc., A.Inst.P. P
J. W. Bailey, D.F.A. (Lond.) A
Mrs. E. J. G. Bairsto, B.A., F.R.G.S. BA
D. J. Barton M
D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
G. J. Blackledge, B.Sc. P
S. Blake, B.A., Ph.D. C
J. Braddock M
J. Brennand M
J. Briscoe, B.Sc., A.M.I.Mech.E. M
S. Britland, B.Sc. C
H. Bowden, B.A. S
K. Bowker E
J. A. Burton, A.M.I.Prod.E. M
N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E. M
D. Byford, B.A. S
S. R. Cardwell, A.I.A.S., A.I.O.B., F.B.I.C.C. B
G. S. Catterall M
Mrs. B. D. Cave, F.S.C.T., A.F.T.Com. BA
K. M. Chapman, A.T.D., F.R.S.A. A
D. M. Clapp, B.Sc.(Eng.), Ph.D., A.M.I.Mech.E. M
G. W. Cobham, M.Sc.(Econ)., B.Com., L.C.P., F.C.I.S., A.M.B.I.M. BA
E. D. Colley, M.A. (Arch.), Dip.Arch. (Manc.), A.R.I.B.A., F.R.S.A. B and A
A. G. Cottom, A.C.W.A. BA
T. H. Cowperthwaite E
T. H. Crisp, M I.B.S.M. B
J. Cross, A.B.I.C.C. B
F. R. Dean, M.Sc., A.Inst.P., A.T.I. P
A. Dickson M
A. Diggles M
J. Ditchfield, F.I.B.D. A
J. Donnelly, B.Sc. C
F. H. Downham E
R. Duddle E
S. L. Duxbury, B.Sc. M
L. J. Eccles M
H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol. C
Miss M. Evison, B.Sc. P
W. E. Evison, B.Sc., Ph.D. BA
J. S. Fisher, B.Sc. P
P. J. Gaule, B.Comm.(Dublin) BA
S. Good, A.R.C.A. A
R. Greenhalgh M
F. W. Grimshaw, M.I.E.D., A.M.I.Mech.E. M
C. P. R. Gunstone M
R. O. Hall, B.Sc.,Tech., A.M.C.T., A.M.I.E.E. E
Miss P. Harrison, A.T.D. A
H. Hartley, B.Sc.(Eng.), A.M.I.E.E. E
R. Hatton, A.M.I.Mech.E. M
K. D. Hicks, A.R.C.A. A
R. Hodgkinson, B.Sc. P
R. H. Hodson, S.T A.C., F.I.A.L. S
S. Hogg, M.I.Ptg.M. A
A. R. Howells, B.Sc., Grad.Inst.P. P
D. O. Hughes, B.Sc. P
T. A. Hulton M
W. S. Hunter, A.I.O.B. B
D. A. Jenkins, M.Sc., A.R.I.C. C
G. R. H. Jones, B.Sc., Ph.D. C
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
A. Lewis E
J. Lindley B
I. J. Lund M
J. A. McGill, A.R.C.A., A.T.D. A
J. McRory M
M. J. Manning, B.Sc.(Eng.) M

D. J. Marks, B.Sc., Ph.D.	C
D. P. Marples, D.C.C.	G
G. R. Marr, M.Sc., A Inst.P.	P
B. Marshall, A.M.I.E.E.	E
R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T.D., M.I.M.I.	
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
A. G. Parker, M.Sc.	M
H. C Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
F. K. Pearson, A.M.I.M.I.	M
L. Penrice, A.R.C.A.	A
A. D. Powell, F.R.S.A.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B., A.I.Struct.E.	B
L. J. Pulford, A.R.San.I.	B
G. T. Ramsden	M
K. Red ouse, A.I.O.B., M.R.S.H.	B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S.	P
Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
T. Robb, A.R.C.A.	A
C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
E. Schofield, B.A.(Com.), A.C.I.S.	BA
P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
Miss S. P. Simmons	BA
N. T. Slater, B.Sc.	E
D. Swift, B.A.	S
J. E. Taylor, M.Sc.Tech., A.M.I.Mech.E.	M
J. H. Taylor, B.Sc., Ph.D.	C
J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, N.D.D., Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
J. R. Topping, B.Sc.(Econ.), F.R.G.S., A.C.C.S.	BA
J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H.	B
F. Walmsley	E
T. D. Walshaw, D.L.C.(Eng. Hons), B.Sc.(Eng.), M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
J. B. Wignall, B.A.	P
K. E. Wilder	M
R. Wood, A.M.I.Mech.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

A. R. Hammond (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Mrs. B. M. Crook
Mrs. E. Duckett
Miss M. A. Hoskinson
Miss J. Longley
Miss E. Shillito
Miss V. A. Smith
Mrs. C. Taylor
Miss J. S. Webster

Telephonists:

Mrs. P. B. Bamford
Miss G. Stobbart

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

G. W. Robinson (Chief Engineer)
R. Holmes (Assistant Engineer)
E. Davis (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
G. Dawes
M. Fergus
R. Fletcher
J. Greenhalgh
W. R. Jones
W. Pullen
L. Sharples
K. Wharton

Nightwatchmen:

T. Lane
R. Smith

Avenham Premises:

J. Crane (Caretaker)
C. C. H. Farrer (Assistant Caretaker)

CALENDAR

1964

Thursday	10th September	General Staff Meeting, 10.30 a.m.
Monday	14th September	Enrolment, first day
Tuesday	15th September	Enrolment, second day
Wednesday	16th September	Enrolment, last day
Monday	21st September	All day and evening classes commence for Autumn term
Friday	18th December	All departments close for Christmas after evening classes

1965

Monday	4th January	All classes re-open for Spring term
Tuesday	16th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	9th April	All departments close for Easter after evening classes
Monday	26th April	All classes re-open for Summer term
Friday	4th June	All departments close for Whitsuntide after evening classes
Monday	14th June	All classes re-open
Friday	2nd July	All classes close: end of session
Friday	9th July	End of term: submission of reports

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Enrolment dates:	**Enrolment times (each day):**
Monday, 14th September, 1964	**10.0 a.m. to 12.30 p.m.**
Tuesday, 15th September, 1964	**1.30 p.m. to 4.30 p.m.**
Wednesday, 16th September, 1964	**5.30 p.m. to 8.30 p.m.**

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

A Block

College Office and enquiries

B Block

School of Art (B9 and B10)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48 and B49)
Language and Social Studies Department (B52)

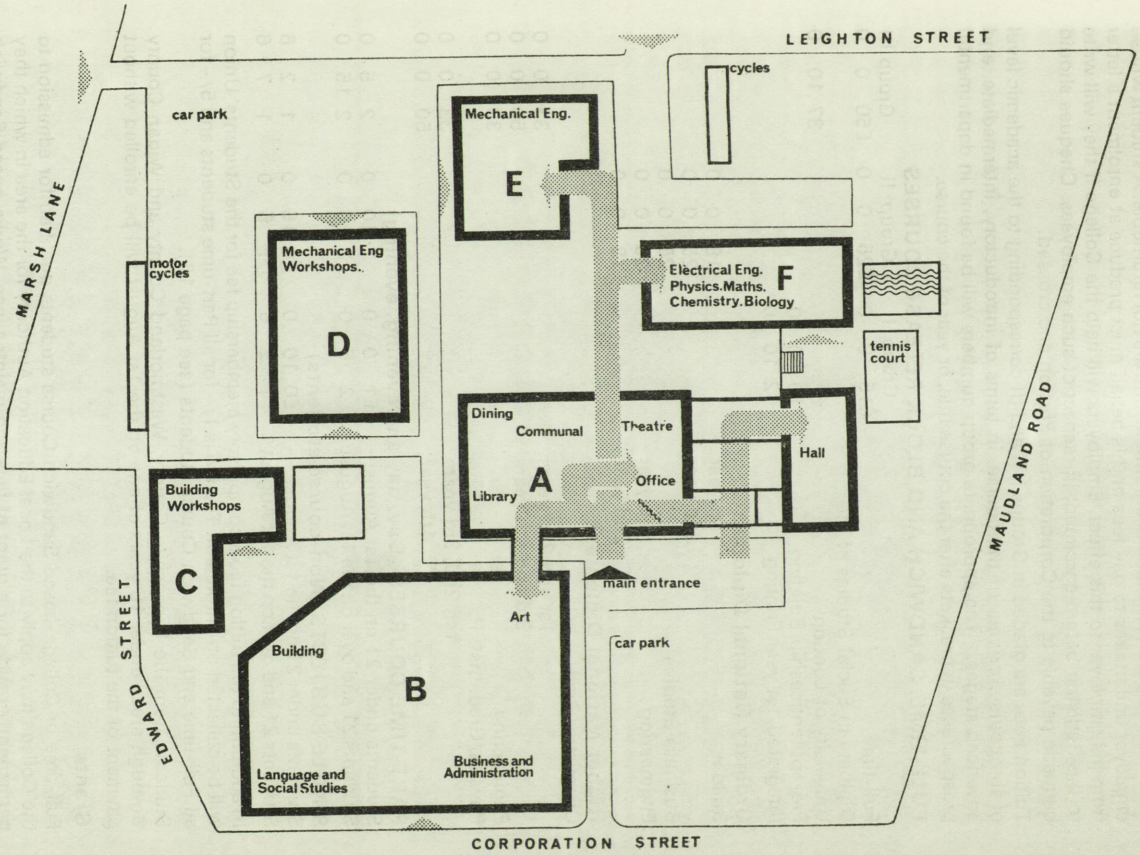
E Block

Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block

Chemistry and Biology Department (F35 and F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
Mechanical Eng.
E
MARSH LANE
motor cycles
Mechanical Eng Workshops..
D
Electrical Eng.
Physics.Maths.
Chemistry.Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
Art
Building
B
car park
Language and Social Studies
Business and Administration
EDWARD STREET
MAUDLAND ROAD
CORPORATION STREET

FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Employers will help the College if they will write to the Registrar before enrolment in respect of such employees. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded in Groups I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate group numbers will be found in departmental prospectuses in brackets after the course title, or year of the course.

FULL-TIME, SANDWICH AND BLOCK RELEASE COURSES

	Group I	Group II	Group III
Full-time	£15 0 0	£25 0 0	£50 0 0
Diploma in Social Studies of the University of London			37 10 0
Pre-apprenticeship Building	10 0 0		
Integrated 1st year Printing	12 10 0		
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Business Studies		25 0 0	
Engineering 1st year		25 0 0	
2nd year		18 0 0	
Higher National Diplomas:			
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st, 2nd, 3rd years			33 0 0
4th year			50 0 0
PART-TIME COURSES (Day, day and evening, evening)			
Students under 21 on the 1st August	£1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS (Non-course students)			
Students under 21 on the 1st August	£0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

In addition to the tuition fee a compulsory membership fee for the Students' Union will be collected on enrolment. The fee is 1/– for all Part-time students and 5/– for all Full-time and Sandwich Course students (see page 16).

Students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Grants

Full-time or College-based Sandwich Course students qualified for admission to the College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable. Suspended or excluded students automatically lose membership of the Student's Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will be notified of the absence of their employees, and will receive copies of students' sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments, including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid at the time of entry.

Students will not be informed individually of the last dates of entry, but these will be published on departmental notice boards together with timetables of examinations. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	18th December, 1964
Union of Lancashire and Cheshire Institutes series A	21st January, 1965
General Certificate of Education papers	12th February, 1965
Union of Lancashire and Cheshire Institutes series B and C	5th February, 1965
Assessed papers for National Certificate courses, including endorsements	5th February, 1965
City and Guilds of London Institute	19th February, 1965
Royal Society of Arts Summer series	7th May, 1965

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £2 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 5/- per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two or three-year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following :—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the nam eor names of the subjects in which he ha thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges.

At the request of the students the Harris Council has agreed that all students enrolled shall automatically become members of the Students' Union, and the Council has authorised the College Registrar to collect the compulsory membership fee from each student at enrolment.

The fee is 5/- for full-time students, 1/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies.

Officers of the Students' Union:

President :	Mr. R. Pearson.
Vice-President :	Mr. R. D. Johnson
Secretary:	Mr. F. Pearson.
Student Treasurer:	Mr. A. M. H. Cook.
Hon. Treasurer:	Mr. D. P. Marples.

Dances and other major social events are regularly arranged in the College and in the town. A new Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides new and improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides new administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

A new and unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Fk.	Fishwick County Secondary School
Ty.	Trinity County Secondary School
D.M.S.	P.O. Engineers Offices and Stores, Deepdale Mill Street
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A.
G. W. Smith

Librarian Assistants: Miss J. A. Clarkson
Miss C. M. Rogers

The College Library which is available to all students for reference purposes, has at present a stock of some 11,000 books, together witn several thousand bound volumes of periodicals. 320 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a.m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturer in Physical Education: D. P. Marples, D.C.C.

Part-time staff:

Miss E. Bowman
A. Crowther
J. Gridley, A.G.A.
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley, A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Badminton
Basket ball
Canoeing and sailing
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc. (in the Isle of Skye).

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged in vacation periods.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 1/– will be payable.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1964.

Further details may be obtained from the Lecturer in Physical Education.

SCHOOL OF ART

Telephone – Corporation Street, Preston 51831–Ext 23
Avenham Annexe, Preston 53093

Head of School of Art
T. Metcalfe, A.R.C.A.

FULL-TIME STAFF

Senior Lecturers

J. W. Bailey, D.F.A. (London)
E. D. Colley, M.A. (Arch.), Dip. Arch. (Manc.). A.R.I.B.A., F.R.S.A.
L. Penrice, A.R.C.A.

Lecturers

D. F. Bates, A.R.C A.
Miss P. Harrison, A.T.D.
K. Hicks, A.R.C.A.
J. McGill, A.R.C.A., A.T.D.
T. Robb, A.R.C.A.

Assistant Lecturers

K. M. Chapman, A.T.D., F.R.S.A.
J. Ditchfield, F.I.B.D.
S. Good, A.R.C.A
S. Hogg. M.I.Ptg.M.
K. Nicholson
A. E. Parkinson
A. D. Powell, Cert.R.A.S., F.R.S.A.
A. H. Thompson, A R.C.A.
Mrs. J. Thompson, Des.R.C.A.

PART-TIME STAFF

Mrs. J. Bates, A.R.C.A.
C. Hogarth
J. Coupe
Mrs. L. Derbyshire, A.T.D
B. W. Heap, D.A. (Manc.), A.T.D.
J. Harris, A.T.D.
J. Southworth
Mrs. M. G. Stockdale, Des.R.C.A.
N. Tudor Thomas
R. Whiteside, F.R.S.A.
W. Wilson

Studio Assistants

Miss S. Cairns
D J. Meakin
D. H Roberts

LIST OF COURSES

Full-time

	page
National Diploma in Design	23
Licentiateship of the Society of Industrial Artists	25
Pre-Diploma Course	26
Vocational Courses in Art and Design	28
Integrated First Year Printing Course	31

Part-time Day

Architecture	31
Commercial Design	32
Painting, Decorating and Signwriting	33
Photography	34
Plastering	35
Printing	36
Window Display	37
Vehicle Painting and Industrial Finishing	37
General Certificate of Education	38

Evening Only

Commercial Design	38
Painting, Decorating and Signwriting	39
General Certificate of Education	39
Non-professional courses in Drawing and Painting	40
Non-professional courses in Dress Design and Embroidery	40
Non-professional courses in Jewellery and Silversmithing	40
Non-professional courses in Photography	40
Courses in Pottery and Modelling	40

FULL-TIME COURSES

MINISTRY OF EDUCATION EXAMINATION IN ART AND CRAFTS

NATIONAL DIPLOMA IN DESIGN

This four-year course of specialised study for intending teachers, designers, and artists leading to the National Diploma in Design will discontinue in 1967. Students who have taken the Intermediate Art and Crafts examination in 1964 may enrol for the final two years of the course and take the examination in 1966. An ultimate examination will be held in 1967, reserved for students who have been unsuccessful in 1966

The School is approved for the following National Diploma in Design courses :-

Painting with Design for Printed Textiles (Hand).

Painting with Lithography.

Design for Printed Textiles (Hand) with Lithography.

FINE ART GROUP (Painting with Lithography)

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
Av.10	M	9.15–12.15	Drawing and Painting	J. Harris	A1
Av.10		1.45–4.30	Drawing and Painting	J. Harris	A2
Av. Th.A		5.00–6.00	General History	D. Byford	S85
Av. M.Th.	Tu.	9.15–10.15	Related Studies	R. H. Hodson	
Av.10		10.15–12.15	Drawing and Painting	J. Harris	A3
Av.10		1.45–4.30	Drawing and Painting	J. Harris	A4
Av.10		5.00–6.00	Drawing and Painting	J. Harris	A5
Av.10	W	9.15–12.15	Drawing and Painting	J. Harris	A6
Av.1A		1.45–2.45	History of Art	R. H. Hodson	S271
Av.10		2.45–4.30	Drawing and Painting	J. Harris	A7
Av.10		5.00–6.00	Drawing and Painting	J. Harris	A8
B3	Th.	9.15–12.15	Lithography	T. Robb	A9
B3		1.45–4.30	Lithography	T. Robb	A10
B3		5.00–6.00	History of Printing Crafts	T. Robb	A11
Av.11	F	9.15–11.00	Drawing	J. W. Bailey	A12
		11.15–12.15	Liberal Studies		
Av.11		1.45–4.30	Drawing	J. W. Bailey	A13
Av.11		5.00–6.00	Drawing	J. W. Bailey	A14

FINE ART GROUP (Painting with Lithography)

2nd YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
Av.11	M	9.15–12.15	Drawing and Painting	A. D. Powell	A15
Av.11		1.45–4.30	Drawing and Painting	A. D. Powell	A16
Av. Th.A		5.00–6.00	General History	D. Byford	S85
Av.11	Tu.	9.15–12.15	Drawing and Painting	S. Good	A17
Av.11		1.45–4.30	Drawing and Painting	A. D. Powell	A18
Av. M.Th.		5.00–6.00	Related Studies	D. Byford	S113
Av. M.Th.	W	9.15–10.15	History of Art	R. H. Hodson	S129
Av.11		10.15–12.15	Drawing and Painting	A. D. Powell	A19
Av.11		1.45–4.30	Drawing and Painting	A. D. Powell	A20
Av.11		5.00–6.00	Drawing and Painting	A. D. Powell	A21
Av.11	Th.	9.15–12.15	Drawing	J. W. Bailey	A22
Av.11		1.45–4.30	Drawing	J. W. Bailey	A23
B3		5.00–6.00	History of Printing Crafts	T. Robb	A11
B3	F	9.15–11.00	Lithography	T. Robb	A24
		11.15–12.15	Liberal Studies		
B3		1.45–4.30	Lithography	T. Robb	A25
B3		5.00–6.00	Lithography	T. Robb	A26

DESIGN GROUP (Printed Textiles with Lithography)

2nd YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
B39	M	9.15–12.15	Textile Design	L. Derbyshire	A27
B39		1.45–4.30	Textile Design	L. Derbyshire	A28
B51		5.00–6.00	History of Ornament	L. Derbyshire	A29
B37	Tu.	9.15–12.15	Dress Design	M. Stockdale	A30
B37		1.45–4.30	Dress Design	M. Stockdale	A31
B13		5.00–6.00	History of Costume	M. Stockdale	A32
B39	W	9.15–12.15	Textile Design	L. Derbyshire	A33
B39		1.45–4.30	Textile Design	L. Derbyshire	A34
B39		5.00–6.00	History of Textiles	L. Derbyshire	A35
Av.11	Th.	9.15–12.15	Drawing	J. W. Bailey	A22
Av.11		1.45–4.30	Drawing	J. W. Bailey	A23
B3		5.00–6.00	History of Printing Crafts	T. Robb	A11
B3	F	9.15–11.00	Lithography	T. Robb	A24
		11.15–12.15	Liberal Studies		
B3		1.45–4.30	Lithography	T. Robb	A25
B3		5.00–6.00	Lithography	T. Robb	A26

LICENTIATESHIP OF THE SOCIETY OF INDUSTRIAL ARTISTS AND DESIGNERS

This is a first professional qualification for those who intend to enter the various fields of commercial and industrial design. Two-year courses leading to the Licentiateship in (a) General Graphic and Publicity Design (b) Fashion, are offered to students who have satisfactorily completed a vocational course in art and design at the Harris College, or a similar course in a College or School of Art, and who have reached the age of 18.

FASHION

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B37	M	9.15–12.15	Dress Design	J. Thompson	A36
B37		1.45–4.45	Dress Design	J. Thompson	A37
B39		5.00–6.00	Textile Technology	A. H. Thompson	A38
B39	Tu.	9.15–12.15	Textile Design		A39
B39		1.45–4.30	Textile Design		A40
B37		5.00–6.00	Methods of Production (Dress)	J. Thompson	A41
B37	W	9.15–12.15	Dress Design	M. Stockdale	A42
B37		1.45–4.30	Dress Design	M. Stockdale	A43
B8		5.00–6.00	Tutorial	T. Metcalfe	A44
B36	Th.	9.15–12.15	Drawing		A45
B13		1.45–3.30	Deportment		A294
B13		3.30–4.30	Commercial Practice		
B40		5.00–6.00	History of Costume	J. Thompson	A46
	F	9.15–10.15	History of Art	R. H. Hodson	S273
B37		10.15–12.15	Dress Design	J Thompson	A47
B37		1.45–4.30	Dress Design	J. Thompson	A48
B37		5.00–6.00	Dress Design	J. Thompson	A49

GENERAL GRAPHIC AND PUBLICITY DESIGN

1st and 2nd YEARS (II)

Room	Day	Time	Subject	Lecturer	Class No
B13	M	9.15–10.15	History and Methods of Illustration	L. Penrice	A50
B9		10.15–12.15	Publicity Design	K. M. Chapman	A51
B9		1.45–4.30	Publicity Design	K. M. Chapman	A52
B9		5.00–6.00	Tutorial	T. Metcalfe	A53
Av.12	Tu.	9.15–12.15	Drawing	J. W. Bailey	A54
B9		1.45–4.30	Publicity Design	S. Good	A55
B9		5.00–6.00	Printing Technology		A56
B9	W	9.15–12.15	Publicity Design	K. Hicks	A57
B9		1.45–4.30	Publicity Design	K. Hicks	A58
B41		5.00–6.00	Professional Studies		A59
B5	Th.	9.15–12.15	Photography	R. Whiteside	A60
B36		1.45–4.45	Drawing	T. Metcalfe	A61
B9		5.00–6.00	Tutorial	K. M. Chapman	A62
B9	F	9.15–12.15	Publicity Design	K. M. Chapman	A63
B5		1.45–4.30	Photography	A. H. Thompson	A64
		5.00–6.00	English Language	H. L. Knowles	S204

PRE-DIPLOMA COURSE

A course for those wishing to enter a centre recognised to take the Diploma in Art and Design. The course will be in two parts :–

1st Year (I)

This provides a basic training in aesthetics and techniques. The minimum age of entry to this course is 16.

2nd Year (II)

A period of study of a diagnostic nature, which gives the student experience in the various specialist subjects which may be studied at Diploma in Art and Design level. Students entering this year of the course should have four 'O' level G.C.E. passes of an academic nature, one of which should be English Language, and will normally have successfully completed the first-year course at the School, although there may be some students from sixth-form courses suitable for entry; in such cases the minimum age is 17.

Timetable

With the exception of lecture periods, all Pre-Diploma students will follow a three-week cycle of studies and spend one week in each of three specialist studios. These comprise :–

Av.1 Two-Dimensional Studies
Av.2 Printmaking Studies
Av.8 Three-Dimensional Studies

The weekly programme of each group is governed by the studio in which they are working, and students should follow the timetable given below.

TWO DIMENSIONAL STUDIES

Room	Day	Time	Subject	Lecturer	Class No
Av.1	M	9.15–12.15	Studio	P. Harrison	A65
Av.1		1.45–4.30	Studio	P. Harrison	A66
Av. M.Th.		5.00–6.00	General Lecture	Visiting Lecturer	S86
Av.1	Tu.	9.15–12.15	Studio	P. Harrison	A67
Av.1		1.45–4.30	Studio	P. Harrison	A68
Av. Th.A		5.00–6.00	Lecture		
	W	9.15–10.15	Lecture		
Av.1		10.15–12.15	Studio	P. Harrison	A69
Av.1		1.45–4.30	Studio	P. Harrison	A70
		5.00–6.00	Lecture		
Av.12	Th.	9.15–12.15	Drawing	D. F. Bates	A71
Av.12		1.45–4.30	Drawing	D. F. Bates	A72
		5.00–6.00			
Av.1	F	9.15–12.15	Studio		A73
		1.45–2.45	Liberal Studies		S193
Av.1A		3.00–4.30	Studio	S. Good	A74
		5.00–6.00	Tutorial	T. Metcalfe	A75

PRINTMAKING STUDIES

Room	Day	Time	Subject	Lecturer	Class No.
Av.2	M	9.15–12.15	Studio	T. Robb	A76
Av.2		1.45–4.30	Studio	T. Robb	A77
		5.00–6.00	Lecture		
Av.2	Tu.	9.15–12.15	Studio		A78
Av.2		1.45–4.30	Studio		A79
		5.00–6.00	Lecture		
	W	9.15–10.15	Lecture		
Av.2		10.15–12.15	Studio		A80
Av.2		1.45–4.30	Studio		A81
		5.00–6.00	Lecture		
Av.2	Th.	9.15–12.15	Studio	A. D. Powell	A82
Av.2		1.45–4.30	Studio	A. D. Powell	A83
		5.00–6.00	Lecture		
Av.12	F	9.15–12.15	Drawing	D. F. Bates	A84
		1.45–2.45	Liberal Studies		S193
Av.12		3.00–4.30	Drawing	D. F. Bates	A85
Av.12		5.00–6.00	Drawing	D. F. Bates	A85

THREE DIMENSIONAL STUDIES

Room	Day	Time	Subject	Lecturer	Class No
Av.12	M	9.15–12.15	Drawing	D. F. Bates	A86
Av.12		1.45–4.30	Drawing	D. F. Bates	A87
		5.00–6.00	Lecture		
Av.8	Tu.	9.15–12.15	Studio	J. McGill	A88
Av.8		1.45–4.30	Studio	J. McGill	A89
		5.00–6.00	Lecture		
	W	9.15–10.15	Lecture		
Av.8		10.15–12.15	Studio	J. McGill	A90
Av.8		1.45–4.30	Studio	J. McDonald	A91
		5.00–6.00	Lecture		
Av.8	Th.	9.15–12.15	Studio	J. McGill	A92
Av.8		1.45–4.30	Studio	S. Good	A93
		5.00–6.00	Lecture		
Av.8	F	9.15–12.15	Studio	J. McGill	A94
		1.45–2.45	Liberal Studies		S193
Av.8		3.00–4.30	Studio	J. McGill	A95
Av.8		5.00–6.00	Studio	J. McGill	A95

Weekly lecture periods for each group will remain constant through the session and are as follows:–

PRE-DIPLOMA 1 (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.8	M	5.00–6.00	General Lecture	Visiting Lecturer	S86
Av. Th.A	Tu.	5.00–6.00	English	H. L. Knowles	S112
Av.8	W	9.15–10.15	Tutorial	J. McGill	A96
Av. Th.A		5.00–6.00	History of Art	J. W. Bailey	A97
Av.8	Th.	5.00–6.00	Tutorial	J. McGill	A98
	F	1.45–2.45	Liberal Studies		S193

PRE-DIPLOMA 2 Groups A and B (II)

Room	Day	Time	Subject	Lecturer	Class No
Av. M.Th	M	5.00–6.00	General Lecture	Visitor	S86
Av. Th.B	Tu.	5.00–6.00	Lecture : Future specialisation	Visitor	A99
Av. Th.A	W	9.15–10.15	Design Appreciation		A100
Av.1		5.00–6.00	Tutorial: Group A	P. Harrison	A101
Av.1A		5.00–6.00	Tutorial: Group B	D. F. Bates	A300
Av. M.Th	Th.	5.00–6.00	Art Appreciation	R. H. Hodson	S164
	F	1.45–2.45	Liberal Studies		S193

VOCATIONAL COURSES IN ART AND DESIGN

These are two-year courses for those intending to obtain employment in industry or commerce as graphic designers, dress designers, display artists or in the sales and promotion departments of retail organisations. They also provide an introductory training for those wishing to prepare for entry to courses leading to the Licentiateship of the Society of Industrial Artists, details of which will be found on page 25. The first year of the course is directed towards either fashion (Group A) or graphic design (Group B), but display plays an important part in the course for both groups. Students must be at least 16 years of age on entry, and should submit to the Head of School evidence of more than average ability in art and design.

1st YEAR FASHION (Group A) (I)

Room	Day	Time	Subject	Lecturer	Class No
B8	M	9.15–12.15	Two Dimensional Design		A103
Main Hall		2.00–3.00	Physical Recreation		G3
B8		3.00–4.30	Two Dimensional Design		A104
B39		5.00–6.00	Textile Technology	A. H. Thompson	A38
	Tu.	9.15–12.15	Practical Display		A105
		1.45–4.30	Practical Display		A106
		5.00–6.00	Theory of Display		A107
B8	W	9.15–12.15	Dress Design	J. Thompson	A42
B36		1.45–4.30	Dress Design	J. Thompson	A43
B13		5.00–6.00	Design Appreciation	K. Hicks	A108
B37	Th.	9.15–12.15	Dress Design	J. Thompson	A109
B21		1.45–3.30	English	Mrs. E. F. Moore	S158
B21		3.30–4.30	Commercial Practice		
B40		5.00–6.00	History of Costume	J. Thompson	A46
B39	F	9.15–12.15	Two Dimensional Design	S. Good	A110
B13		1.45–2.45	History of Art	R. H. Hodson	S273
B39		2.45–4.30	Two Dimensional Design		A111
B39		5.00–6.00	Two Dimensional Design		A112

1st YEAR GRAPHIC DESIGN (Group B) (I)

Room	Day	Time	Subject	Lecturer	Class No
B36	M	9.15–12.15	Drawing	M. Penrice	A113
B5		1.45–4.00	Photography	A. H. Thompson	A114
Main Hall		4.00–5.00	Physical Recreation		G5
B41		5.30–6.30	English		S89
B36	Tu.	9.15–12.15	Drawing	M. Penrice	A115
B10		1.45–4.30	Typography	K. Chapman	A116
		5.00–6.00	Theory of Display		A107
B7	W	9.15–12.15	Design	L. Penrice	A117
B7		1.45–4.30	Design	L. Penrice	A118
B13		5.00–6.00	Design Appreciation	K. D. Hicks	A108
B7	Th.	9.15–12.15	Design	L. Penrice	A119
B7		1.45–4.30	Design	L. Penrice	A120
B21		5.00–6.00	History and Methods of Graphic Design	L. Penrice	A121
B13	F	9.15–10.15	History of Art		A122
		10.15–12.15	Display		
		1.45–4.45	Display		A123
		5.00–6.00	Display		A124

2nd YEAR FASHION (Group A) (I)

Room	Day	Time	Subject	Lecturer	Class No
B37	M	9.15–12.15	Dress Design	J. Thompson	A36
B37		1.45–4.30	Dress Design	J. Thompson	A37
B39		5.00–6.00	Textiles Theory	A. H. Thompson	A38
B39	Tu.	9.15–12.15	Textiles Design		A39
B39		1.45–4.30	Textile Design		A40
B39		5.00–6.00	Methods of Production—Dress	J. Thompson	A41
B37	W	9.15–12.15	Dress	M. Stockdale	A125
B37		1.45–4.30	Dress	M. Stockdale	A126
		5.00–6.00	Tutorial	T. Metcalfe	A44
B36	Th.	9.15–12.15	Drawing	M. Penrice	A45
B13		1.45–3.30	Deportment		A294
B13		3.30–4.30	Commercial Practice		
B40		5.00–6.00	History of Costume	J. Thompson	A46
B13	F	9.15–10.15	History of Art		S273
B37		10.15–12.15	Dress Design	J. Thompson	A47
B37		1.45–4.30	Dress Design	J. Thompson	A48
B37		5.00–6.00	Dress Design	J. Thompson	A49

2nd YEAR GRAPHIC DESIGN (Group B) (I)

Room	Day	Time	Subject	Lecturer	Class No
B40	M	9.15–10.15	Methods of Production	K. Chapman	A128
		10.15–12.15	Display	J. Southworth	A129
B36		1.45–4.30	Drawing	M. Penrice	A130
B36		5.00–6.00	Drawing	M. Penrice	A131
B8	Tu.	9.15–12.15	Design	K. D. Hicks	A132
B5		1.45–4.30	Photography	A. H. Thompson	A133
B10		5.00–6.00	Typographic Methods	S. Hogg	A134
B36	W	9.15–12.15	Drawing	M. Penrice	A135
B8		1.45–3.30	Lettering	S. Good	A136
		3.30–4.30	Theory of Display	J. Southworth	A127
B56		5.00–6.00	English	G. Armstrong	S147
B8	Th.	9.15–12.15	Design	K. D. Hicks	A137
B8		1.45–4.30	Typography	K. M. Chapman	A138
B8		5.00–6.00	Design Appreciation	K. D. Hicks	A139
B13	F	9.15–12.15	Design	K. D. Hicks	S273
B13		1.45–2.45	History of Art		A140
B8		2.45–4.30	Design	K. D. Hicks	A141
B8		5.00–6.00	History and Methods of Graphic Design	L. Penrice	A142

INTEGRATED 1st YEAR PRINTING COURSE (I)

A full-time course of training for 1st year Printing Apprentices who have been sponsored by their employers. Students take the 1st year Compositors' and Letterpress Machine Work examination of the U.L.C.I., and proceed to part-time day courses in the 2nd and subsequent years of apprenticeship.

Room	Day	Time	Subject	Lecturer	Class No
B5	M	9.15–11.30	Photography	A. H. Thompson	A143
B40		11.30–12.30	Mathematics		A144
B21		1.30–3.00	General Theory	A. E. Parkinson	A145
		3.00–4.00	Physical Recreation		
		4.00–5.00	Mathematics		A146
B2	Tu.	9.15–12.30	Practical Work		A147
B1		1.30–4.30	Practical Work		A148
B40	W	9.15–12.30	General Studies	Mrs. J. Cook	
B40		10.00–11.00	General Studies	D. Maddox	
B40		11.00–12.30	General Studies	Mrs. J. Cook	
B1		1.30–3.30	Practical Work		A149
B13		3.30–4.30	Art Appreciation		S142
B9	Th.	9.15–11.30	Design	K. Chapman	A150
B40		11.30–12.30	General Theory	A. E. Parkinson	B151
B2		1.30–2.30	Practical Work	A. E. Parkinson	A152
B40		3.30–4.30	English	Mrs. E. F. Moore	S160
B1	F	9.15–11.15	Practical	S. Hogg	A153
B40		11.15–12.30	Applied Science	S. Hogg	A154
B40		1.30–2.30	General Studies		S272
B40		2.30–3.30	Mathematics		A155
B40		3.30–4.30	General Science	S. Hogg	A156

PART-TIME DAY COURSES

ARCHITECTURE

This course is arranged in collaboration with the Department of Building and prepares students for the examinations of the Royal Institute of British Architects.

The course for the Intermediate Examination is based upon three years study whilst that for the Final is based upon an additional three years. Students must have passed the Intermediate Examination before proceeding to the Final course.

Entrants to the course should be qualified for probationership of the R.I.B.A., particulars and application forms for which are obtainable from:–The Royal Institute of British Architects, 66 Portland Place, London, W.1.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B7	Tu.	9.15–12.15	Lettering, Perspective Sciagraphy, Sketching	E. D. Colley	A157
B7		1.45–4.45	Design (1)	E. D. Colley	A159
B7		5.00–6.00	Theory	E. D. Colley	A160
B31	M	9.00–11.00	Science (2)	K. Redhouse	B24
B32		11.00–12.00	History of Building and Structure of the Industry	E. D. Colley	B1
B44		1.30–2.30	Tutorial		A162
B44		2.30–4.30	Materials		B33
Av. Th.A		7.00–9.00	History of Architecture	N. K. Scott	A163
B32	Th.	7.00–9.15	Principles of Construction	F. Riley	B148

2nd YEAR (II)

B7	Tu.	9.15–12.15	Design (1)	E. D. Colley	A157
B7		1.45–4.45	Design (2)	E. D. Colley	A159
B7		5.00–6.00	Theory	E. D. Colley	A160
B31	M	9.00–11.00	Building Science	K. Redhouse	B24
B31		11.00–12.00	Building Construction	S. R. Cardwell	B25
B31		1.30–2.30	Building Construction	S. R. Cardwell	B25
B44		2.30–4.30	Materials		B33
Av. Th.A		7.00–9.00	History of Architecture	N. K. Scott	A163

3rd YEAR (II)

B32	Th.	9.15–12.15	Design (1)	E. D. Colley	A168
B32		1.45–4.45	Design (2)	E. D. Colley	A169
B31	F	9.00–12.00	Building Science	K. Redhouse	B28
B31		1.30–4.30	Building Construction	S. R. Cardwell	B29
Av. Th.A	M	7.00–9.00	History of Architecture	N. K. Scott	A163

4th YEAR (III)

B32	Th.	9.15–12.15	Design (1)	E. D. Colley	A168
B32		1.45–4.45	Design (2)	E. D. Colley	A169
B31		5.00–6.00	Structures	K. Redhouse	B31

COMMERCIAL DESIGN

This course follows the U.L.C.I. syllabus for Advertisement Design, and involves drawing and design for reproduction, lettering, process reproduction and methods. It is a four-year course in two stages of two years each.

Stage 1 (I)

Room	Day	Time	Subject	Lecturer	Class No
B36	Tu.	9.15–12.15	Drawing	M. Penrice	A115
B10		1.45–4.30	Typography and Design	K. M. Chapman	A116
B9	W	7.00–9.00	Techniques		A174

Stage 2 (I)

Room	Day	Time	Subject	Lecturer	Class No
B13	M	9.15–10.00	History and Methods of Illustration	L. Penrice	A50
B9		10.00–12.15	Design	K. M. Chapman	A51
B9		1.45–4.30	Design	K. M. Chapman	A52
B9		5.00–6.00	Techniques	K. M. Chapman	A53
B36	W	7.00–9.00	Drawing		A173

PAINTING, DECORATING AND SIGNWRITING

This is a five-year course of vocational training leading to the C.G.L.I. final examinations in Decorative Painting. The examinations of the U.L.C.I. will be taken in the 1st, 2nd and 4th years of the course, the C.G.L.I. Basic Craft Certificate in the 3rd year, and the C.G.L.I. Final examination in the 5th.

INTRODUCTORY YEAR (I)

Group A

Room	Day	Time	Subject	Lecturer	Class No
Th.B	Tu.	7.00–9.00	Technology		A184
Av.5	F	9.00–11.00	Design, Drawing and Colour	K. Nicholson	A185
Av.5		11.00–12.30	Lettering	K. Nicholson	A186
Av.4		1.30–5.00	Workshop		A187
Th.B		5.30–7.00	English	S. C. Heywood	

Group B

Av.5	M	9.00–11.00	Design, Drawing and Colour	K. Nicholson	A188
Av.5		11.00–12.30	Lettering	K. Nicholson	A189
Th.A		1.30–2.30	English	R. H. Hodson	
Av.4		2.30–5.00	Workshop	J. Ditchfield	A190
Av.4		5.30–7.00	Workshop		S90
Th.B	F	7.00–9.00	Technology		A191

2nd YEAR (I)

Group A

Th.B	M	7.00–9.00	Technology		A192
Av.5	Tu.	9.00–11.00	Design and Colour	K. Nicholson	A193
Av.5		11.00–12.30	Lettering	K. Nicholson	A194
Av.4		1.30–5.00	Workshop	J. Ditchfield	A195
Av.9		5.30–7.00	Drawing		A196

Group B

Th.B.	M	7.00–9.00	Technology		A192
Av.5	W	9.00–11.00	Design and Colour	K. Nicholson	A197
Av.5		11.00–12.30	Lettering	K. Nicholson	A198
Av.4		1.30–5.00	Workshop		A199
Av.5		5.30–7.00	Drawing	K. Nicholson	A200

3rd YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.4	Tu.	9.00–12.30	Workshop	J. Ditchfield	A175
Av.5		1.30–5.00	Design	K. Nicholson	A176
Av.5		5.30–7.00	Drawing		A177
Th.B	W	7.00–9.00	Technology		A178

4th YEAR (II)

Th.A	Tu.	7.00–9.00	Technology		A179
Av.4	W	9.00–12.30	Workshop		A180
Av.5		1.30–5.00	Design	K. Nicholson	A181
Av.12		5.30–7.00	Drawing		A182

5th YEAR (II)

Av.4	W	9.00–12.30	Workshop		A180
Av.5		1.30–5.00	Design	K. Nicholson	A181
Av.12		5.30–7.00	Drawing		A182
Th.B	Th.	7.00–9.00	Technology		A183

PHOTOGRAPHY

Institute of British Photographers

These courses are for practising photographers wishing to obtain a professional qualification. Entrants must have not fewer than five passes at 'O' level in the G.C.E., one of which must be in English Language. On entering the Intermediate Course students must register with the Institute of British Photographers. The preliminary examination is taken at the end of the first year of the course, and the Intermediate in the 3rd year.

PRELIMINARY I.B.P. COURSE (I)

Room	Day	Time	Subject	Lecturer	Class No
	W	9.15–12.15	Theory		P119
B5		1.45–4.45	Practical	A. H. Thompson	A202
B41	M	7.00–9.00	Theory		P120

INTERMEDIATE I.B.P. COURSE (II)

B5	W	9.15–12.15	Practical	A. H. Thompson	A203
		1.45–4.45	Theory		P121
B5	Th.	7.00–9.00	Theory		P122

City and Guilds of London Institute

These courses are for Trainee Photographic technicians wishing to obtain a a recognised qualification. The Intermediate examination is taken after 2 years, and the final examination after a further 2 years, of part time study.

INTERMEDIATE C.G.L.I. (I)

Room	Day	Time	Subject	Lecturer	Class No
B5	Tu.	9.15–12.15	Practical	A. H. Thompson	A205
		1.45–4.45	Theory		P123
	W	7.00–9.00	Theory		P124

FINAL C.G.L.I. (II)

	Th.	9.15–12.15	Theory	D. O. Hughes	P125
B5		1.45–4.45	Practical	R. Whiteside	A208
		7.00–9.00	Theory		P126

PLASTERING

This course is for apprentices to the plastering trade, and follows the syllabus of the U.L.C.I. and the City and Guilds. The City of Guilds Intermediate examination is taken in the 3rd year of the course, and the Final after five years. The examinations of the U.L.C.I. are taken in the other years. Students must satisfactorily complete each year of the course before being allowed to proceed to the following year.

Stage 1 (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.7	M	9.00–12.30	Workshop	W. Wilson	A251
Av. Th.B.		2.00–4.30	Design and Technology	W. Wilson	A252
Av. M.Th		7.00–9.00	Theory	W. Wilson	A253
Av. Th.A	W	7.00–9.00	Geometry and Calculations	W. Wilson	A254

Stage 2 (I)

Av.7	M	9.00–11.30	Workshop	W. Wilson	A251
Av. Th.B		2.00–4.30	Design and Technology	W. Wilson	A252
Av. M.Th		7.00–9.00	Theory	W. Wilson	A253
Av. Th.A	W	7.00–9.00	Geometry and Calculations	W. Wilson	A254

Stage 3 and Final Year (I and II)

Av.7	W	9.00–12.30	Workshop	W. Wilson	A255
Av. Th.B		2.00–4.30	Craft Science	W. Wilson	A256
Av. Th.B		5.00–7.00	Technology and Drawing	W. Wilson	A257
Av. Th.B.	M	7.00–9.00	Geometry and Calculations	W. Wilson	A253

PRINTING COURSES

This is a three-year course of training for trade apprentices, leading to the C.G.L.I. examinations in Compositors work and Letterpress Machine work. The appropriate U.L.C.I. examinations are taken in the 1st and 2nd years, and students must satisfactorily complete each year of the course before proceeding to the following year. Students who have satisfactorily completed the 1st year Integrated course proceed directly to the 2nd year of these part-time day courses.

1st YEAR (I)

Group A

Room	Day	Time	Subject	Lecturer	Class No
B9	Tu.	9.15–11.00	Design	K. Chapman	A210
B40		11.00–12.30	Applied Science	S. Hogg	A211
B1		1.30–3.30	Practical	A. E. Parkinson	A212
B40		3.30–5.00	General Theory	A. E. Parkinson	A213
B40		5.30–6.30	Arithmetic		A214
B40		6.30–7.300	English	J. Kirby	S119

Group B

B1	Tu.	9.15–11.00	Practical	A. E. Parkinson	A215
B9		11.00–12.30	Design	K. Chapman	A216
B40		1.30–3.30	Applied Science	S. Hogg	A217
B40		3.30–5.00	General Theory	A. E. Parkinson	A213
		5.30–6.30	English	J. Conlon	S111
		6.30–7.30	Arithmetic		A218

2nd YEAR MACHINE (I)

B2	M	9.15–12.30	Practical	A. E. Parkinson	A219
B40		1.30–3.00	Applied Science	S. Hogg	A220
B40		3.00–5.00	Theory	A. E. Parkinson	A221
B40		5.30–6.30	English	D. Maddox	S84
B40		6.30–7.30	General Theory	A. E. Parkinson	A222

2nd YEAR COMPOSITORS' WORK (I)

B1	M	9.15–12.30	Practical	S. Hogg	A223
B7		1.30–3.30	Design		A224
B21		3.30–5.00	Theory (Composing)	S. Hogg	A225
B13		5.30–6.30	General Theory	A. E. Parkinson	A226
B13		6.30–7.30	English	J. Kirby	S91

3rd YEAR MACHINE (I)

B2	W	9.15–12.30	Practical	A. E. Parkinson	A227
B40		1.30–3.00	Applied Science	S. Hogg	A228
B40		3.30–5.00	Theory (Machines)	A. E. Parkinson	A229
B40		5.30–6.30	English	V. Bilsborough	S148
B40		6.30–7.30	General Theory	A. E. Parkinson	A230

3rd YEAR COMPOSITORS' WORK

Room	Day	Time	Subject	Lecturer	Class No
B1	W	9.15–12.30	Practical		A231
B10		1.30–3.30	Design		A232
B10		3.30–5.00	Theory: Composing	S. Hogg	A233
B10		5.30–6.30	General Theory	A. E. Parkinson	A234
B10		6.30–7.30	English	G. Armstrong	S149

WINDOW DISPLAY

Courses leading to the examinations of the British Display Society are provided for retail trades employees. Part A of the examination is taken in the 1st year, and part B in the 2nd year.

PART A (I)

Group A

Room	Day	Time	Subject	Lecturer	Class No
	M	1.45–4.45	Practical	J. Southworth	A235
B7		7.00–9.00	Drawing		A236
B40	Th.	7.00–9.00	Theory	J. Southworth	A237

Group B

	Th.	1.45–4.45	Practical	J. Southworth	A238
		7.00–9.00	Theory		A237
B7	M	7.00–9.00	Drawing	J. Southworth	A236

PART B

	Th.	9.15–12.15	Practical	J. Southworth	A239
B36		7.00–9.00	Drawing		A240
	W	7.00–9.00	Theory	J. Southworth	A241

VEHICLE PAINTING AND INDUSTRIAL FINISHING

The course follows the syllabus of the U.L.C.I. whose examinations are taken in each year of the course. Students must satisfactorily complete each year of the course before being allowed to proceed to the following year.

1st AND 2nd YEARS (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.5	Th.	9.00–11.00	Design and Colour		A242
Av.5		11.00–12.30	Lettering		A243
Av.4		1.30–5.00	Practical		A244
Av.5		5.30–7.00	Drawing	K. Nicholson	A245
Th.A	F	7.00–9.00	Technology		A246

3rd AND 4th YEARS (I and II)

Room	Day	Time	Subject	Lecturer	Class No
Av. M.Th	W	7.00–9.00	Technology		A247
Av.4	Th.	9.00–12.30	Workshop	J. Ditchfield	A248
Av.5		1.30–3 00	Design and Colour		A249
Av.5		3.00–5.00	Lettering		A250
Av.5		5.30–7.00	Drawing	K. Nicholson	A245

GENERAL CERTIFICATE OF EDUCATION

'O' LEVEL (I)

Students offer papers 1 (a) and II (a)

Room	Day	Time	Subject	Lecturer	Class No
B10	M	1.45–4.30	Composition	S. Good	A295
B39	Th.	9.15–12.15	Drawing	S. Good	A296

'A' LEVEL (II)

Students are prepared for the N.U.J.M.B. 'A' level Art examination in Papers IIa, IIIb and IV (1) (5), and for the Craft Design and Practice examination alternative c. Students intending to take ART attend classes A259, A260 and A261; those intending to take CRAFT DESIGN AND PRACTICE attend classes A258, A259 and A261. Both examinations may NOT be taken in the same year on the basis of these classes alone.

B10	Tu.	7.00–9.00	Craft History and Methods	L. Penrice	A258
Av.12	W	1.45–4.30	Drawing	D. F. Bates	A259
B13		7.00–9.00	History of Architecture		A260
B7	F	9.15–12.15	Craft and Pictorial Composition	P. Harrison	A261

EVENING COURSES

COMMERCIAL DESIGN

These classes are parallel to those under the same heading held during the day. Students prepare for the U.L.C.I. Advertisement Design examinations, Stage 1 and Stage 2 devoting two years of part-time study to each stage.

Stage 1 (I)

Room	Day	Time	Subject	Lecturer	Class No
B36	Tu.	7.00–9.00	Drawing	A. D. Powell	A262
B9	W	7.00–9.00	Techniques		A174
B9	Th.	7.00–9.00	Design		A263

Stage 2 (I)

Room	Day	Time	Subject	Lecturer	Class No
B9	M	7.00–9.00	Design	K. Chapman	A264
B9	Tu.	7.00–9.00	Techniques		A265
B36	W	7.00–9.00	Drawing		A173

GENERAL CERTIFICATE OF EDUCATION

Students are prepared for the N.U.J.M.B.'s 'A' level papers IIb, IIIa and IV (1) and (5), and for 'O' level papers I (a) and II (a).

'O' LEVEL (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.12	M	7.00–9.00	Drawing	D. F. Bates	A272
Av.12	Th.	7.00–9.00	Composition	J. W. Bailey	A273

'A' LEVEL (II)

Av.12	M	7.00–9.00	Drawing	D. F. Bates	A272
B13	W	7.00–9.00	History of Architecture		A260
Av.12	Th.	7.00–9.00	Composition	J. W. Bailey	A273

PAINTING, DECORATING AND SIGNWRITING

3rd YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.4	Tu.	7.00–9.00	Workshop	J. Ditchfield	A266
Av. Th.B	W	7.00–9.00	Technology		A178
Av.4	Th.	7.00–9.00	Workshop		A267

4th YEAR (II)

Av. Th.A	Tu.	7.00–9.00	Technology		A179
Av.4	W	7.00–9.00	Workshop		A268
Av.5	Th.	7.00–9.00	Design	K. Nicholson	A269

5th YEAR (II)

Av.4	M	7.00–9.00	Workshop	J. Ditchfield	A270
Av.5	Tu.	7.00–9.00	Design		A271
Av. Th.B	Th.	7.00–9.00	Technology		A183

NON-PROFESSIONAL COURSES

Recreational classes are organised in a series of self-contained courses.

DRAWING AND PAINTING (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.9	M	2.00–5.00	Still Life Painting		A274
Av.12		7.00–9.00	Portrait Painting	D. F. Bates	A272
Av.9		7.00–9.00	General Painting		A275
Av.9	Tu.	7.00–9.00	General Painting	T. Robb	A276
Av.9	W	7.00–9.00	General Painting	J. Harris	A277
Av.9	Th.	2.00–5.00	General Painting	J. Harris	A292
Av.9		7.00–9.00	Portrait Painting	J. Bates	A278
Av.12		7.00–9.00	Drawing	J. W. Bailey	A273

PHOTOGRAPHY (I)

Room	Day	Time	Subject	Lecturer	Class No
B5	W	7.00–9.00	Introductory Course		A279
B5	F	7.00–9.00	Advanced Course	R. Whiteside	A280

JEWELLERY AND SILVERSMITHING (I)

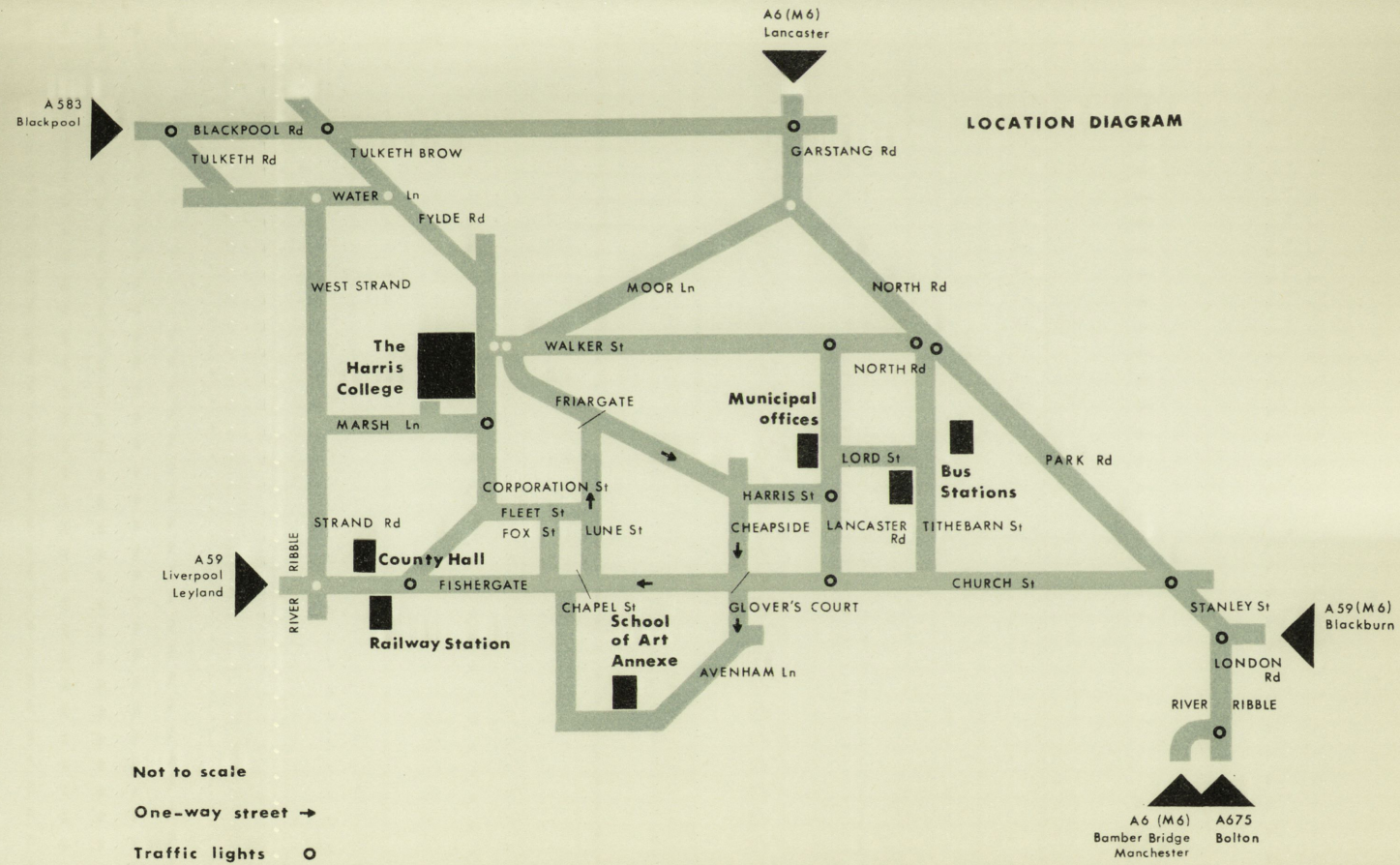
Room	Day	Time	Subject	Lecturer	Class No
Av.2	Tu.	7.00–9.00	Jewellery	N. Tudor Thomas	A281
Av.2	W	7.00–9.00	Jewellery, Silversmithing and Modelling	J. McGill	A282

DRESS, EMBROIDERY AND MILLINERY (I)

Room	Day	Time	Subject	Lecturer	Class No
B37	Tu.	7.00–9.00	Dress Design	J. Thompson	A283
B37	W	7.00–9.00	Millinery	M. Stockdale	A284
B29	W	1.45–4.30	Embroidery	L. Derbyshire	A34

POTTERY (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.7	M	2.00–5.00	Pottery	J. McDonald	A286
Av.7		7.00–9.00	Pottery	J. McDonald	A287
Av.7	Tu.	7.00–9.00	Pottery	J. McDonald	A288
Av.7	W	7.00–9.00	Pottery	J. McDonald	A289
Av.7	Th.	2.00–5.00	Pottery	J. McDonald	A290
Av.7		7.00–9.00	Pottery	J. McDonald	A291


A6 (M6)
Lancaster
A583
Blackpool
LOCATION DIAGRAM
BLACKPOOL Rd
TULKETH Rd
TULKETH BROW
GARSTANG Rd
WATER Ln
FYLDE Rd
WEST STRAND
MOOR Ln
NORTH Rd
The Harris College
WALKER St
NORTH Rd
FRIARGATE
Municipal offices
MARSH Ln
LORD St
Bus Stations
PARK Rd
CORPORATION St
HARRIS St
FLEET St
FOX St
LUNE St
CHEAPSIDE
LANCASTER Rd
TITHEBARN St
STRAND Rd
A59
Liverpool
Leyland
RIBBLE
County Hall
FISHERGATE
CHURCH St
RIVER
CHAPEL St
GLOVER'S COURT
STANLEY St
A59 (M6)
Blackburn
Railway Station
School of Art Annexe
AVENHAM Ln
LONDON Rd
RIVER RIBBLE
A6 (M6)
Bamber Bridge
Manchester
A675
Bolton
Not to scale
One-way street →
Traffic lights

Head of Department

J. G. V. PROUDMAN, A.M.C.T., A.I.O.B., A.I.Struct.E.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF BUILDING

Corporation Street, Preston, Lancs.
Telephone: Preston 51831–5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-seven members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, and nine members representative of industry and commerce.

THE HARRIS COUNCIL

President: COUNCILLOR MISS F. M. OPENSHAW, J.P.

Vice-President: ALDERMAN W. BECKETT, O.B.E, J.P.

Councillor J. Lund, J.P. (The Right Worshipful the Mayor of Preston)
Alderman J. Atkinson
Councillor E. W. Bunker
Councillor Mrs. D. M. Dewhurst
Councillor A. M. Korn, M.B., Ch.B.
Councillor G. Ollerton
Councillor Mrs. C. Sharples
Alderman Mrs. M. A. Wignall, J.P.

Alderman F. Longworth (Chairman of Lancashire County Council)
Councillor J. R. Ashton
Alderman J. Bradley, J.P.
Councillor H. Catlow
Councillor J. P. Ennis, J.P.
Councillor J. Hargreaves
Councillor F. Ley
Councillor A. R. Pickles

G. Grenfell Baines, O.B.E., F.R.I.B.A.
F. D. Crowe, B.Sc. (Eng.)., A.F.R.Ae.S
C. M. Hey, B.Sc.Tech., A.T.I.
R. A. Hornby, F.C.A.
T. M. Naylor, M.Sc., A.M.I Mech.E.
P. D. Oakley, B.Sc., F.R.I.C.
Councillor J. W. Taylor, J.P., F.C.I.S.
J. W. Walker
A. D. White, B.Sc., A.R.I.C.

Clerk to the Council:

W. R. TUSON, B.Sc., Chief Education Officer, Municipal Building, Preston, Lancs.

TEACHING STAFF

Principal: H. WILKINSON, M.Sc.Tech., Ph.D., A. Inst.P.

Vice-Principal: S. SKIDMORE, B.Sc., Ph.D. (Lond.), F.R.I.C.

Full-time Lecturers

R. N. Abbot, B.Sc. E
G. Allen, M.A. (Cantab.) S
A. Arnison B
J. Ashworth, M.Sc.Tech., A.M.C.T. A.T.I., F.C.S. P
J. A. Askew, M.Sc., Dip.Tech.(Eng.) E
J. Bagot, B.Sc., A.Inst.P. P
J. W. Bailey, D.F.A. (Lond.) A
Mrs. E. J. G. Bairsto, B.A., F.R.G.S. BA
D. J. Barton M
D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
G. J. Blackledge, B.Sc. P
S. Blake, B.A., Ph.D. C
J. Braddock M
J. Brennand M
J. Briscoe, B.Sc., A.M.I.Mech.E. M
S. Britland, B.Sc. C
H. Bowden, B.A. S
K. Bowker E
J. A. Burton, A.M.I.Prod.E. M
N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E. M
D. Byford, B.A. S
S. R. Cardwell, A.I.A.S., A.I.O.B., F.B.I.C.C. B
G. S. Catterall M
Mrs. B. D. Cave, F.S.C.T., A.F.T.Com. BA
K. M. Chapman, A.T.D., F.R.S.A. A
D. M. Clapp, B.Sc.(Eng.), Ph.D., A.M.I.Mech.E. M
G. W. Cobham, M.Sc.(Econ)., B.Com., L.C.P., F.C.I.S., A.M.B.I.M. BA
E. D. Colley, M.A. (Arch.), Dip.Arch. (Manc.), A.R.I.B.A., F.R.S.A. B and A
A. G. Cottom, A.C.W.A. BA
T. H. Cowperthwaite E
T. H. Crisp, M.I.B.S.M. B
J. Cross, A.B.I.C.C. B
F. R. Dean, M.Sc., A.Inst.P., A.T.I. P
A. Dickson M
A. Diggles M
J. Ditchfield, F.I.B.D. A
J. Donnelly, B.Sc. C
F. H. Downham E
R. Duddle E
S. L. Duxbury, B.Sc. M
L. J. Eccles M
H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol. C
Miss M. Evison, B.Sc. P
W. E. Evison, B.Sc., Ph.D. BA
J. S. Fisher, B.Sc. P
P. J. Gaule, B.Comm.(Dublin) BA
S. Good, A.R.C.A. A
R. Greenhalgh M
F. W. Grimshaw, M.I.E.D., A.M.I.Mech.E. M
C. P. R. Gunstone M
R. O. Hall, B.Sc.,Tech., A.M.C.T., A.M.I.E.E. E
Miss P. Harrison, A.T.D. A
H. Hartley, B.Sc.(Eng.), A.M.I.E.E E
R. Hatton, A.M.I.Mech.E. M
K. D. Hicks, A.R.C.A. A
R. Hodgkinson, B.Sc. P
R. H. Hodson, S.T.A.C., F.I.A.L. S
S. Hogg, M.I.Ptg.M. A
A. R. Howells, B.Sc., Grad.Inst.P. P
D. O. Hughes, B.Sc. P
T. A. Hulton M
W. S. Hunter, A.I.O.B. B
D. A. Jenkins, M.Sc., A.R.I.C. C
G. R. H. Jones, B.Sc., Ph.D. C
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
A. Lewis E
J. Lindley B
I. J. Lund M
J. A. McGill, A.R.C.A., A.T.D. A
J. McRory M
M. J. Manning, B.Sc.(Eng.) M

D. J. Marks, B.Sc., Ph.D.	C
D. P. Marples, D.C.C.	G
G. R. Marr, M.Sc., A.Inst.P.	P
B. Marshall, A.M.I.E.E.	E
R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T.D., M.I.M.I.	
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
A. G. Parker, M.Sc.	M
H. C Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
F. K. Pearson, A.M.I.M.I.	M
L. Penrice, A.R.C.A.	A
A. D. Powell, F.R.S.A.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B., A.I.Struct.E.	B
L. J. Pulford, A.R.San.I.	B
G. T. Ramsden	M
K. Red ouse, A.I.O.B., M.R.S.H.	B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S.	P
Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
T. Robb, A.R.C.A.	A
C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
E. Schofield, B.A.(Com.), A.C.I.S.	BA
P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
Miss S. P. Simmons	BA
N. T. Slater, B.Sc.	E
D. Swift, B.A.	S
J. E. Taylor, M.Sc.Tech., A.M.I.Mech.E.	M
J. H. Taylor, B.Sc., Ph.D.	C
J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, N.D.D., Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
J. R. Topping, B.Sc.(Econ.), F.R.G.S., A.C.C.S.	BA
J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H.	B
F. Walmsley	E
T. D. Walshaw, D.L.C.(Eng. Hons), B.Sc.(Eng.), M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
J. B. Wignall, B.A.	P
K. E. Wilder	M
R. Wood, A.M.I.Mech.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

A. R. Hammond (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Mrs. B. M. Crook
Mrs. E. Duckett
Miss M. A. Hoskinson
Miss J. Longley
Miss E. Shillito
Miss V. A. Smith
Mrs. C. Taylor
Miss J S. Webster

Telephonists:

Mrs. P. B. Bamford
Miss G. Stobbart

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

G. W. Robinson (Chief Engineer)
R. Holmes (Assistant Engineer)
E. Davis (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
G. Dawes
M. Fergus
R. Fletcher
J. Greenhalgh
W. R. Jones
W. Pullen
L. Sharples
K. Wharton

Nightwatchmen:

T. Lane
R. Smith

Avenham Premises:

J. Crane (Caretaker)
C. C. H. Farrer (Assistant Caretaker)

CALENDAR

1964

Thursday	10th September	General Staff Meeting, 10.30 a.m.
Monday	14th September	Enrolment, first day
Tuesday	15th September	Enrolment, second day
Wednesday	16th September	Enrolment, last day
Monday	21st September	All day and evening classes commence for Autumn term
Friday	18th December	All departments close for Christmas after evening classes

1965

Monday	4th January	All classes re-open for Spring term
Tuesday	16th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	9th April	All departments close for Easter after evening classes
Monday	26th April	All classes re-open for Summer term
Friday	4th June	All departments close for Whitsuntide after evening classes
Monday	14th June	All classes re-open
Friday	2nd July	All classes close: end of session
Friday	9th July	End of term: submission of reports

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Enrolment dates:	**Enrolment times (each day):**
Monday, 14th September, 1964	**10.0 a.m. to 12.30 p.m.**
Tuesday, 15th September, 1964	**1.30 p.m. to 4.30 p.m.**
Wednesday, 16th September, 1964	**5.30 p.m. to 8.30 p.m.**

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

A Block

College Office and enquiries

B Block

School of Art (B9 and B10)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48 and B49)
Language and Social Studies Department (B52)

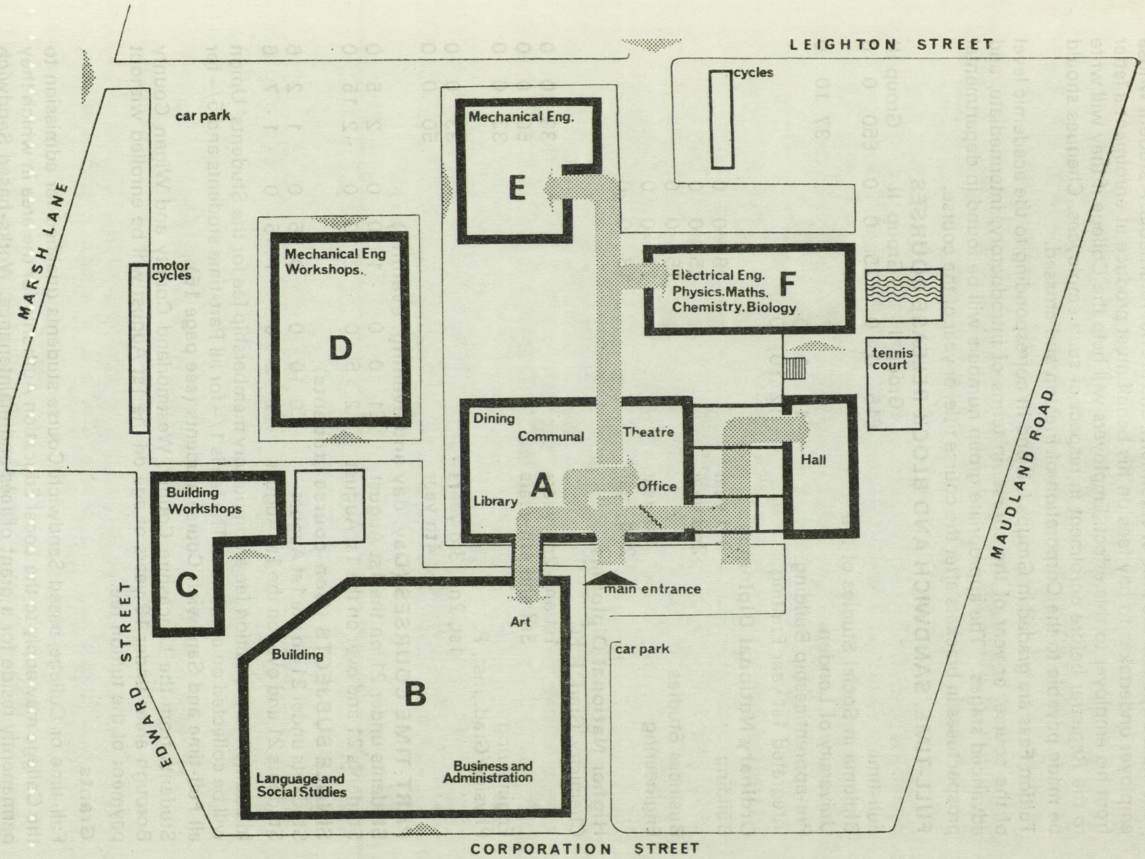
E Block

Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block

Chemistry and Biology Department (F35 and F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
Mechanical Eng.
E
MARSH LANE
motor cycles
Mechanical Eng Workshops.
D
Electrical Eng. Physics. Maths. Chemistry. Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
Art
Building
B
car park
Language and Social Studies
Business and Administration
EDWARD STREET
MAUDLAND ROAD
CORPORATION STREET

FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Employers will help the College if they will write to the Registrar before enrolment in respect of such employees. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded in Groups I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate group numbers will be found in departmental prospectuses in brackets after the course title, or year of the course.

FULL-TIME, SANDWICH AND BLOCK RELEASE COURSES

	Group I	Group II	Group III
Full-time	£15 0 0	£25 0 0	£50 0 0
Diploma in Social Studies of the University of London			37 10 0
Pre-apprenticeship Building	10 0 0		
Integrated 1st year Printing	12 10 0		
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Business Studies		25 0 0	
Engineering 1st year		25 0 0	
2nd year		18 0 0	
Higher National Diplomas:			
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st, 2nd, 3rd years			33 0 0
4th year			50 0 0
PART-TIME COURSES (Day, day and evening, evening)			
Students under 21 on the 1st August	£1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS (Non-course students)			
Students under 21 on the 1st August	£0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

In addition to the tuition fee a compulsory membership fee for the Students' Union will be collected on enrolment. The fee is 1/– for all Part-time students and 5/– for all Full-time and Sandwich Course students (see page 16).

Students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Grants

Full-time or College-based Sandwich Course students qualified for admission to the College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable. Suspended or excluded students automatically lose membership of the Student's Union and Co'lege Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will be notified of the absence of their employees, and will receive copies of students' sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments, including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid at the time of entry.

Students will not be informed individually of the last dates of entry, but these will be published on departmental notice boards together with timetables of examinations. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	18th December, 1964
Union of Lancashire and Cheshire Institutes series A	21st January, 1965
General Certificate of Education papers	12th February, 1965
Union of Lancashire and Cheshire Institutes series B and C	5th February, 1965
Assessed papers for National Certificate courses, including endorsements	5th February, 1965
City and Guilds of London Institute	19th February, 1965
Royal Society of Arts Summer series	7th May, 1965

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £2 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 5/- per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two or three-year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following :—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the nam eor names of the subjects in which he ha thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges.

At the request of the students the Harris Council has agreed that all students enrolled shall automatically become members of the Students' Union, and the Council has authorised the College Registrar to collect the compulsory membership fee from each student at enrolment.

The fee is 5/- for full-time students, 1/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies.

Officers of the Students' Union:

President :	Mr. R. Pearson.
Vice-President :	Mr. R. D. Johnson
Secretary:	Mr. F. Pearson.
Student Treasurer:	Mr. A. M. H. Cook.
Hon. Treasurer:	Mr. D. P. Marples.

Dances and other major social events are regularly arranged in the College and in the town. A new Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides new and improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides new administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

A new and unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Fk.	Fishwick County Secondary School
Ty.	Trinity County Secondary School
D.M.S.	P.O. Engineers Offices and Stores, Deepdale Mill Street
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A.
G. W. Smith

Librarian Assistants: Miss J. A. Clarkson
Miss C. M. Rogers

The College Library which is available to all students for reference purposes, has at present a stock of some 11,000 books, together witn several thousand bound volumes of periodicals. 320 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a.m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturer in Physical Education: D. P. Marples, D.C.C.

Part-time staff:

Miss E. Bowman
A. Crowther
J. Gridley, A.G.A.
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley, A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Badminton
Basket ball
Canoeing and sailing
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc. (in the Isle of Skye).

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged in vacation periods.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 1/– will be payable.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1964.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF BUILDING

Telephone – Preston 51831–5 Ext 33

Head of Department
J. G. V. Proudman, A.M.C.T., A.I.O.B., A.I.Struct.E.

FULL-TIME STAFF

Senior Lecturer in Architecture
E. D. Colley, M.A. (Arch.), Dip. Arch. (Manc.), A.R.I.B.A., F.R.S.A.

Lecturers
W. S. Hunter, A.I.O.B.
K. Redhouse, A.I.O.B., M.R.S.H.

Assistant Lecturers
A. Arnison L.I.O.B.
S. R. Cardwell, A.I.A.S., A.I.O.B., F.B.I.C.C.
T. H. Crisp, M.I.B.S.M.
J. Cross, A.B.I.C.C.
J. Lindley
L. J. Pulford, R.P., A.R.San.I.
A. K. Waller, M.R.S.H.

PART-TIME STAFF

J. D. Allen, A.M.C.T.
R. Balshaw, R.P.
W. Bell, R.P., A.R.San.I., A.M.I.P.
H. V Buckley, A M.C.T., A.M.I.C.E., A.M.I.H.E.
W. Carr
T. Cottom, R.P., M.R.San.I., M.I.C.W.
D. W. Cutbill, A.C.I.S., F.C.C.S.
A. Darbyshire
N. Douglas
Major W. D. Haigh, M.I.Mun.E., M.R.S.H.
A. Hindle, A.M.I.Struct.E.
W. Hough
D. Hopkin, R.P., A.R.S.H.
R. James
C. G. Melling, Mun.B.I.
J. Melling, A.I.A.S.
R. Ramsey
S. Richardson, Cert. Hon. M.I.C.W., Mun.B.I.
F. Riley, A.R.I.B.A.
H. S. Rigby, R.P., M.I.C.W.
J. G. Ryding
J. F. Smith
N. B. Tindale
J. Topping, A.M.I.Struct.E.
N. Townend
W. Underwood, A.M.I.Struct.E.
W. H. Walker
T. Walsh
R. L. Watson, A.R.I.C.S.
D. H. Whittle, A.R.I.C.S.
H. Wilkinson
W. Wilson

Senior Laboratory Steward
C. Porter

Workshop Steward
R. Harsant

Workshop Assistants
T. Allanson
D. McAiney

LIST OF COURSES

Full-Time

	page
Ordinary National Diploma in Building Technology (Sandwich)	43
Architectural Technician (Sandwich)	44
Pre-Apprenticeship in Building (Sandwich)	44
Gas Fitting (Block Release) (Consult Head of Department)	

Part-Time Day

Ordinary National Certificate in Building Technology	44
Architecture (R.I.B.A.)	45
Architectural Technician	46
Surveying (R.I.C.S.)	47
Construction Technician	47
Roadworks (I.W.H.S.)	48
Gas Utilisation	48
Brickwork and Masonry Craft Certificate	48
Carpentry and Joinery Craft Certificate	49
Carpentry and Joinery Advanced Craft Certificate	51
Plumbing and Sanitation Craft Certificate	52

Evening

Higher National Certificate in Building Technology	53
Full Technological Certificate	53
Gas Utilisation	54
Gas Fitting	54
Carpentry and Joinery Advanced Craft Certificate	55
Plumbing and Sanitation Courses	56

Courses not specifically mentioned in the list above may be arranged and students requiring such courses should consult the Head of Department.

Where the aim of Building Students is for higher executive or administrative building employment, qualification by examination may be acquired through the Institute of Builders. Full particulars of the requirements for examination and admission to membership of the Institute may be obtained from :–The Institute of Builders, 48 Bedford Square, London, W.C.1.

FULL-TIME COURSES

ORDINARY NATIONAL DIPLOMA IN BUILDING TECHNOLOGY

(Sandwich Course)

Course Tutor: K. Redhouse

This is a course of two sessions' duration, providing the initial further education and training for careers in the construction industry. The curriculum is broadly designed to suit the needs of students who, with subsequent advanced study, will occupy positions as Builders' Manager, Agent, Surveyor, Estimator, Building Inspector or Architectural Technician, and who may aspire to professional status.

Students in the first session will spend two terms (October to March) in full-time study at the College, followed by up to six months in gaining practical experience of site and/or office work.

The second session (October to June) will consist of full-time study at the College. The normal minimum age of entry is 16 years. Candidates must have gained the G.C.E. at 'O' level in four subjects including English, Mathematics and an appropriate Science subject.

Successful completion of the course with the award of the Diploma will qualify students for entry to the Higher National Diploma or Certificate courses available at various centres. Exemption from the Intermediate examination of the Institute of Builders may be gained by holders of the Diploma.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B32	M	9.00–11.00	Mathematics	W. Watson	P265
B32	M	11.00–12.00	History of Building	E. D. Colley	B1
B65	M	1.45–3.15	Law		BA182
B32	M	3.15–4.45	Building Technology	S. R. Cardwell	B2
B54	Tu.	9.00–11.00	Mathematics	W. Watson	P266
B54	Tu.	11.00–12.00 and	Tutorial	J. G. V. Proudman	B3
B31		1.30–4.30	Tutorial		
B31	Tu.	2.30–4.30	Science A	F. R. Dean	P267
B31	W	9.00–12.00	Science B	K. Redhouse	B4
B32	W	1.30–4.30	Land Surveying	K. Redhouse	B5
A8	Th.	9.00–11.00	Physical Education	C. M. Robinson	G8
B58	Th.	11.00–12.00 and	Building Technology	S. R. Cardwell	B6
		1.30–5.00	Building Technology		
B65	Th.	3.30–5.00	Economics	J. R. Topping	BA115
B65	F	9.00–11.00	Book-keeping and Office Routine	J. R. Meredith	BA237
B32	F	11.00–12.00	Architectural Design Appreciation	E. D. Colley	B7
	F	1.45–2.45	Liberal Studies		S193
B32	F	2.45–5.45	Drawing Office Practice	E. D. Colley	B8

ARCHITECTURAL TECHNICIAN (Sandwich Course)

See Ordinary National Diploma in Building Technology on page 43.

PRE-APPRENTICESHIP (Sandwich Course) (1)

Course Tutor: W. S. Hunter

This course, for Secondary School leavers, provides for continuation of general education with a bias towards Building.

Duration of the course extends over 26 weeks of full-time attendance followed by a period spent in the industry during which attendance at the College will be on one day per week.

Entrance to the course will normally be at the discretion of the Head of Department on the recommendation of the prospective employer.

Room	Day	Time	Subject	Lecturer	Class No
B35	M	9.15–12.15	Practical Brickwork	W. S. Hunter	B9
B54	M	1.45–2.45	Technology of Tools and Materials		B10
B54	M	2.45–4.45	Carpentry & Joinery Technology		B11
A8	Tu.	9.15–11.15	Physical Education	D. P. Marples	G6
	Tu.	11.15–12.15	Tutorial		B12
B57	Tu.	1.45–2.45	Arithmetic/Algebra/ Mensuration		B13
B57	Tu.	2.45–4.45	Plumbing Technology	L. J. Pulford	B14
B54	W	9.15–10.15	Science		B15
B54	W	10.15–12.15	Brickwork Technology	T. H. Crisp	B16
B57	W	1.45–2.45	Geomentry		B17
B33	W	2.45–4.45	Experimental General Science		B18
C1	Th.	9.15–12.15	Practical Plumbing	L. J. Pulford	B19
B57	Th.	1.45–3.45	English and General Studies	D. Maddox	S159
B57	Th.	3.45–4.45	Arithmetic/Algebra/ Mensuration		B20
C4	F	9.15–12.15	Practical Carpentry and Joinery	J. F. Smith	B21
B58	F	1.45–2.45	Arithmetic/Algebra/ Mensuration		B22
B58	F	2.45–4.45	Building Drawing	A. K. Waller	B23
B58	F	2.45–4.45	Building Drawing	A. K. Waller	B23

PART-TIME DAY COURSES

ORDINARY NATIONAL CERTIFICATE IN BUILDING TECHNOLOGY

Course Tutor: K. Redhouse

Owing to a pending change in the National Certificate Scheme, no intake into the first year of the course will be made during the Session 1964–65.

Students wishing to enter the 2nd year of the course should either,

(a) have satisfactorily completed the 1st year of the O.N.C. Course in Building

OR

(b) be suitably qualified to gain exemption from 1st year subjects, such qualification being regarded as the equivalent of G.C.E. 'O' level passes in Mathematics, an appropriate Science, Building Construction and Geometrical Drawing.

2nd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B31	M	9.00–11.00	Science	K. Redhouse	B24
B31	M	11.00–12.00 1.30 and 2.30	Building Construction	S. R. Cardwell	B25
B31	M	2.30–4.30	Mathematics	W. Watson	P268
B31	Th.	7.00–9.00	History of Building and Structure of the Industry*	E. D. Colley D. W. Cutbill	B26
B31	Tu.	7.00–9.00	Builders' Book-keeping*	D. W. Cutbill	B27

3rd YEAR (II)

B31	F	9.00–12.00	Science	K. Redhouse	B28
B31	F	1.30–4.30	Building Construction	S. R. Cardwell	B29
	F	6.00–8.00	Mathematics		P269
B32	W	7.00–9.15	Land Surveying*	H. V. Buckley	B30

*Additional optional subjects which may be offered as assessed examination subjects by students aiming to gain exemption from the corresponding subjects of the Institute of Builders examinations.

In the subject Land Surveying, additional time amounting to 30 hours will be spent on practical field work.

ARCHITECTURE

Course Tutor: E. D. Colley

This course, in collaboration with the School of Art, prepares students for the examinations of the Royal Institute of British Architects.

The course up to the Intermediate examination is based upon three years study.

Entrants to the course should be qualified for probationership of the Royal Institute of British Architects. Particulars and forms of application for probationership are obtainable from:–The Royal Institute of British Architects, 66 Portland Place, London, W. 1.

Students engaged in architectural offices and who are not seeking probationership of the Royal Institute of British Architects are advised to consider the Architectural Technician Course. (See page 46.)

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B7	Tu.	9.15–12.15	Lettering, Perspective Sciagraphy, Sketching	E. D. Colley	A157
B7	Tu.	1.45–4.45	Design	E. D. Colley	A159
B7	Tu.	5.00–6.00	Theory	E. D. Colley	A160
B31	M	9.00–11.00	Science	K. Redhouse	B24
B32	M	11.00–12.00	History of Building	E. D. Colley	B1
B44	M	1.30–2.30	Tutorial		B32
B44	M	2.30–4.30	Materials		B33
Av. Th.A	M	7.00–9.00	History of Architecture	N. K. Scott	A163
B32		7.00–9.00	Principles of Construction	F. Riley	B148

2nd YEAR (II)

B7	Tu.	9.15–12.15	Design	E. D. Colley	A157
B7	Tu.	1.45–4.45	Design	E. D. Colley	A159
B7	Tu.	5.00–6.00	Theory	E. D. Colley	A160
B31	M	9.00–11.00	Building Science	K. Redhouse	B24
B31	M	11.00–12.00 and	Building Construction	S. R. Cardwell	B25
B31		1.30–2.30	Building Construction	S. R. Cardwell	B25
B44	M	2.30–4.30	Materials		B33
Av. Th.A		7.00–9.00	History of Architecture	N. K. Scott	A163

3rd YEAR (II)

B32	Th.	9.15–12.15	Design	E. D. Colley	A168
B32	Th.	1.45–4.45	Design	E. D. Colley	A169
B31	F	9.00–12.00	Building Science	K. Redhouse	B28
B31	F	1.30–4.30	Building Construction	S. R. Cardwell	B29
Av. Th.A	M	7.00–9.00	History of Architecture	N. K. Scott	A163

4th YEAR (III)

B32	Th.	9.15–12.15	Design	E. D. Colley	A168
B32	Th.	1.45–4.45	Design	E. D. Colley	A169
B31	Th.	5.00–6.00	Structures	K. Redhouse	B31

ARCHITECTURAL TECHNICIAN

Owing to a pending change in the scheme no intake into the 1st year of the course will be made during the Session 1964–65.

Students wishing to enter the 2nd year of the course should either

(a) have satisfactorily completed the 1st year,

OR

(b) be suitably qualified to gain exemption from the 1st year, such qualification being regarded as the equivalent of G.C.E. 'O' level passes in Mathematics, an appropriate Science, Building Construction and Geometrical Drawing.

2nd YEAR AND 3rd YEAR

For subjects and timetables see page 45 under BUILDING TECHNOLOGY.

SURVEYING

Course Tutor E D. Colley

ROYAL INSTITUTE OF CHARTERED SURVEYORS

This course provides facilities for students preparing for the Royal Institute of Chartered Surveyors Intermediate examination (Quantities Section) and is intended to supplement the correspondence course normally taken by candidates for these examinations.

The educational standard of entrants to the course should be in accordance with the requirements stated in the "Rules and Syllabus for the Professional Examinations", published by the Royal Institution of Chartered Surveyors at 12 Great George Street, Westminster, S.W.1.

Subjects and timetables are arranged in consultation with the Course Tutor.

CONSTRUCTION TECHNICIAN

Course Tutor K. Redhouse

This course is of four years' duration. It is intended to give a broad grounding in building technology and is designed to suit the needs of students at present employed in the offices of Builders, Architects and Surveyors, who, with subsequent advanced study, will occupy positions as General Foremen, Clerks of Works, etc.

It will also be possible, with the approval of the Head of Department, for a Craft Course student who shows promise of more rapid progress, to be transferred at an appropriate stage to the Construction Technicians' Course.

Entrants to the Course should:

(a) have had full-time education up to the age of 16 years and satisfy the Principal, through the Head of Department, that their educational attainments are such as to qualify them for admission,

OR

(b) have had full-time education up to the age of 15 and subsequently have successfully completed the 1st year of the General Course in Construction (G1).

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B32	Tu.	9.00–11.00	Science and Calculations	K. Redhouse	B34
B32	Tu.	11.00–12.00	General Studies		B35
B32	Tu.	1.30–4.30	Construction	J. G. V. Proudman	B36

ROADWORKS

Course Tutor: K. Redhouse

The Course is of three years' duration. It is intended to provide progressive study in preparation for the Institute of Works and Highways Superintendents Final examination in Road Construction and Maintenance

Stage 1 (I)

Room	Day	Time	Subject	Lecturer	Class No
B31	Tu.	9 15–12.15	Associated Subjects		B37
B54	Tu.	1.45–4 45	Road Construction	W. D. Haigh	B38

Stage 2 (II)

B32	W	9.15–12.15	Associated Subjects		B39
B31	W	1.45–4.45	Road Construction	W. D. Haigh	B40

Stage 3 (III)

B32	Th.	9.15–12.15	Associated Subjects		B41
B32	Th.	1.45–4.45	Road Construction	W. D. Haigh	B42

GAS UTILISATION

Course Tutor: W. S. Hunter

The course is of two years' duration and leads to the City and Guilds of London Institute examinations. It is intended for students who have successfully completed the Gas Fitting Course.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
N.W.G.B.		9.00–12.30	Domestic Utilisation		B43
N.W.G.B.		1.30–5.00	Domestic Utilisation		B44

BRICKWORK AND MASONRY CRAFT CERTIFICATE

Course Tutor: W. S. Hunter

The course is of three years' duration. It provides for progressive study in preparation for examinations of the Union of Lancashire and Cheshire Institutes and the City and Guilds of London Institute

Stage 1 (I) Examining Body: U.L.C.I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
B59	M	11.00–12.00	English	D. Maddox	S77
B59	M	9.00–11.00	Technology	T. H. Crisp	B45
B59	M	1.30–3.30	Calculations		B46
B35	M	3.30–6.00	Practical	T. H. Crisp	B47
B59	Tu.	7.00–9.00	Building Drawing and Geometry		B48

Group B

Room	Day	Time	Subject	Lecturer	Class No
B59	F	9.00–10.00	English	D. Maddox	S173
B59	F	10.00–12.00	Technology	T. H. Crisp	B49
B59	F	1.30–3.30	Calculations		B50
B35	F	3.30–6.00	Practical	T. H. Crisp	B51
B59	Th.	7.00–9.00	Building Drawing and Geometry		B52

Stage 2 (I) Examing Body: U.L.C.I.

Group A

B59	Tu.	9.00–12.00	Technology	T. H. Crisp	B53
B35	Tu.	1.30–4.30	Practical	W. S. Hunter	B54
B59	Tu.	5.15–6.45	Tutorial	W. S. Hunter	B55
B59	M	7.00–9.00	Technology	W. Carr	B56

Group B

B59	Th	9.00–12.00	Technology	W. S. Hunter	B37
B35	Th.	1.30–4.30	Practical	T. H. Crisp	B58
B59	Th.	5.15–6.45	Tutorial	T. H. Crisp	B59
B59	F	7.00–9.00	Technology		B60

Stage 3 (I) Examining Body: C.G.L.I.

B59	W	9.00–12.00	Technology	W. S. Hunter	B61
B35	W	1.30–4.30	Practical	T. H. Crisp	B62
B59	W	5.15–6.45	Tutorial		B63
B59	Tu.	7.00–9.00	Technology	H. Wilkinson	B64

CARPENTRY AND JOINERY CRAFT CERTIFICATE

Course Tutor: W. S. Hunter

The course is of three years' duration for the Craft Certificate, with a further two years for the Advanced Craft Certificate It provides for progressive study in preparation for examinations of the Union of Lancashire and Cheshire Institutes and the City and Guilds of London Institute.

Stage 1 (I) Examining Body: U.L.C I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
B58	Tu.	9.00–10.00	English	J. Mawdsley	S97
B58	Tu.	10.10–12.00	Building Drawing and Geometry		B65
B58	Tu.	1.30–3.30	Calculations		B66
C2	Tu.	3.30–6.00	Practical		B67
B21	M	7.00–9.00	Technology		B68

Group B

Room	Day	Time	Subject	Lecturer	Class No
C4	W	9.00–12.00	Practical		B69
B54	W	1.30–3.30	Calculations		B70
B54	W	3.30–4.30	English	D. Maddox	S287
B54	W	4.30–6.00	Building Drawing and Geometry		B71
B56	Tu.	7.00–9.00	Technology		B72

Group C

B54	Th.	11.00–12.00	English	G. Storr	S154
B54	Th.	9.00–11.00	Building Drawing and Geometry		B73
B60	Th.	1.30–3.30	Calculations		B74
C4	Th.	3.30–6.00	Practical		B75
		7.00–9.00	Technology		B76

Group D

B54	M	9.00–10.00	English	J. Mawdsley	S75
B54	M	10.00–12.00	Building Drawing and Geometry		B77
B58	M	1.30–3.30	Calculations		B78
C4	M	3.30–6.30	Practical	J. Lindley	B79
		7.00–9.00	Technology		B80

Group E

C4	Th.	9.00–12.00	Practical		B81
	Th.	1.30–3.30	Calculations		B82
B60	Th.	5.30–6.30	English	Mrs. E. F. Moore	S163
B60	Th.	3.30–5.30	Building Drawing and Geometry		B83
		7.00–9.00	Technology		B84

Stage 2 (I) Examining Body: U.L.C.I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
B60	Tu.	9.00–12.00	Technology	J. Lindley	B85
C4	Tu.	1.30–4.30	Practical	J. Lindley	B86
B60	Tu.	5.15–6.45	Tutorial	J. Lindley	B87
B54	W	7.00–9.00	Technology		B88

Group B

B58	F	9.00–12.00	Technology		B89
C4	F	1.30–4.30	Practical		B90
B58	F	5.15–6.45	Tutorial		B91
B58	Tu.	7.00–9.00	Technology		B92

Group C

Room	Day	Time	Subject	Lecturer	Class No
B60	Th.	9.00–12.00	Technology	S. R. Cardwell	B93
C2	Th.	1.30–4.30	Practical		B94
B58	Th.	5.15–6.45	Tutorial		B95
B60	M	7.00–9.00	Technology		B96

Group D

B60	W	9.00–12.00	Technology	J. Lindley	B97
C2	W	1.30–4.30	Practical		B98
B60	W	5.15–6.45	Tutorial		B99
Ty.8	F	7.00–9.00	Technology		B100

Group E

C2	Tu.	9.00–12.00	Practical		B101
B60	Tu.	1.30–4.30	Technology		B102
B58	Tu.	5 15–6.45	Tutorial		B103
		7.00–9.00	Technology		B104

Stage 3 (I) Examining Body: C.G.L.I

Group A

B60	M	9.00–12.00	Technology	S. R. Cardwell	B105
C2	M	1.30–4.30	Practical		B106
B60	M	5.15–6.45	Tutorial		B107
B60	Th.	7.00–9.00	Technology		B108

Group B

B60	F	9.00–12.00	Technology	J. Cross	B109
C2	F	1.30–4.30	Practical		B110
B60	F	5.15–6.45	Tutorial		B111
B58	M	7.00–9.00	Technology		B112

CARPENTRY AND JOINERY ADVANCED CRAFT CERTIFICATE

Stage 1 (II) Examining Body: U.L.C.I.

Room	Day	Time	Subject	Lecturer	Class No
B58	W	9.00–12.00	Technology		B113
C4	W	1.30–4.30	Practical	J. Lindley	B114
B58	W	5.15–6.45	Tutorial		B115
		7.00–9.00	Technology		B116

Stage 2 (II) Examining Body: C.G.L.I

C2	M	9.00–12.00	Practical	J. Lindley	B117
B60	M	1.30–4.30	Technology	J. Cross	B118
B58	M	5.15–6.45	Tutorial	J. Cross	B119
B58	W/Th.	7.00–9.00	Technology		B120

PLUMBING AND SANITATION CRAFT CERTIFICATE

Course Tutor: W. S. Hunter

The course is of three years' duration. It provides for progressive study in preparation for examinations of the Union of Lancashire and Cheshire Institutes and the City and Guilds of London Institute

Stage 1 (I) — Examining Body: U.L.C.I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
B57	M	11.00–12.00	English	G. Storr	S78
B57	M	9.00–11.00	Building Drawing and Geometry		B121
B57	M	1.30–3.30	Calculations	L. J. Pulford	B122
C1	M	3.30–6.00	Practical	L. J. Pulford	B123
Ty.10	F	7.00–9.00	Technology		B124

Group B

B57	F	11.00–12.00	English	G. Storr	S174
B57	F	9.00–11.00	Building Drawing and Geometry	A. K. Waller	B125
B57	F	1.30–3.30	Calculations	L. J. Pulford	B126
C1	F	3.30–6.00	Practical	L. J. Pulford	B127
De.2	W	7.00–9.00	Technology		B128

Stage 2 (I) — Examining Body: U.L.C.I

Group A

B57	Tu.	9.00–12.00	Technology	L. J. Pulford	B129
C1	Tu.	1.30–4.30	Practical	A. K. Waller	B130
B57	Tu.	5.15–6.45	Tutorial	A. K. Waller	B131
B57	W	7.00–9.00	Technology		B132

Group B

B57	Th.	9.00–12.00	Technology	A. K. Waller	B133
C1	Th.	1.30–5.30	Practical	L. J. Pulford	B134
B57	Th.	5.15–6.45	Tutorial	L. J. Pulford	B135
B57	Tu.	7.00–9 00	Technology		B136

Stage 3 (I) — Examining Body: C.G.L.I.

B57	W	9.00–12.00	Technology	L. J. Pulford	B137
C1	W	1.30–4.30	Practical	A. K. Waller	B138
B57	W	5.15–6.45	Tutorial	A. K. Waller	B139
B57	M	7.00–9.00	Technology		B140

EVENING COURSES

HIGHER NATIONAL CERTIFICATE IN BUILDING TECHNOLOGY

Course Tutor: K. Redhouse

The course for the Higher National Certificate is of two years' duration and entrants should hold or be eligible for the award of an Ordinary National Certificate or Diploma in Building. Students preparing for examinations of the Institute of Builders may enter.

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
B54	M	7.00–9.00	Builders' Quantities I		B141
B31	W	7.00–9.00	Science and Materials		B142
B31	Th.	7.00–9.00	Building Construction		B143

2nd YEAR (III)

B31	M	7.00–9.00	Building Construction	B144
B54	Th.	7.00–9.00	Costing and Organisation	B145
B54	F	7.00–9.00	Builders Quanities II	B146

H.N.C. ENDORSEMENT SUBJECTS

Prospective students should consult the Course Tutor.

FULL TECHNOLOGICAL CERTIFICATE

Course Tutor: W. S. Hunter

The course is for Building Craft Students intending to qualify for the award of the Full Technological Certificate of the City and Guilds of London Institute.

The examinations in Principles of Construction 1, Building Science 1 and Mathematics 1 may be taken only after obtaining Craft Certificate or an Advanced Craft Certificate.* The examination in Craft Foremanship may be taken only after obtaining an Advanced Craft Certificate.

In addition to success in Stage 1 examinations candidates are required to pass examinations in either,

(a) Craft Foremanship, or

(b) the subjects in Stage 2 of the course.

To qualify for entry to the Higher National Certificate Course, holders of Full Technological Certificates must have passed the examinations in Principles of Construction 2, Building Science 2 and Building Mathematics 2.

*In Plumbers' Work, an Ordinary Craft Certificate or a Final Certificate or an Advanced Certificate.

Stage 1 (II)

Room	Day	Time	Subject	Lecturer	Class No
B56	M	7.00–9.00	Building Science 1	W. Bell	B147
B32	Tu.	7.00–9.00	Principles of Construction 1	F. Riley	B148
Ty.12	F	7.00–9.00	Building Mathematics 1	J. Topping	B149

Stage 2 (III)

B21	Tu.	7.00–9.00	Building Mathematics 2	W. Underwood	B150
B31	F	7.00–9.00	Principles of Construction 2	W. S. Hunter	B151
B32	M	7.00–9.00	Building Science 2	A. Hindle	B152

CRAFT FOREMANSHIP (III)

Room	Day	Time	Subject	Lecturer	Class No
De.3	W	7.00–9.00	Elements of Supervision		B153
De.11	Th.	7.00–9.00	Elements of Supervision		B154

GAS UTILISATION

Course Tutor: W. S. Hunter

The course leads to the City and Guilds of London Institute Final examination.

2nd YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
N.W.G.B.	Tu.	7.00–9.00	Industrial and Commercial	N. B. Tindale	B155
N.W.G.B.	Tu.	7.0–9.00	Industrial and Commercial	N. B. Tindale	B156

GAS FITTING

Course Tutor: W. S. Hunter

The course leads to the joint examination of the Union of Lancashire and Cheshire Institutes and the City and Gulids of London Institute.

INTERMEDIATE (I)

Group A

Room	Day	Time	Subject	Lecturer	Class No
N.W.G.B.	W	7.00–9.00	Technology	R. Ramsey	B157
N.W G.B.	M	7.00–9.00	Practical	N. Townend	B158

Group B

N.W.G.B.	W	7.00–9.00	Practical	N. Townend	B159
N.W.G.B.	M	7.00–9.00	Technology	R. Ramsey	B160

CARPENTRY AND JOINERY CRAFT CERTIFICATE

Course Tutor: W. S. Hunter

Stage 3 of the course is for students who, having reached the age of 18 years and unable to obtain day-release, require to complete their studies for the Craft Certificate of the City and Guilds of London Institute. Entrants should have satisfacorily completed Stage 2 of the course.

The course for the Advanced Craft Certificate is of two years' duration. Entrants should hold or be eligible for the award of a Craft Certificate.

Stage 3 (I)

Examining Body: C.G.L.I.

Room	Day	Time	Subject	Lecturer	Class No
C4	Tu.	7.00–9.00	Practical	W. Hough	B161
B60	W	7.00–9.00	Technology		B162
B58	F	7.00–9.00	Technology		B163

CARPENTRY AND JOINERY ADVANCED CRAFT CERTIFICATE

Stage 1 (II)

Examining Body: U.L.C.I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
C2	M	7.00–9.00	Practical	N. Douglas	B164
B60	Tu.	7.00–9.00	Technology	J. D. Allen	B165
B60	F	7.00–9.00	Technology	J. D. Allen	B166

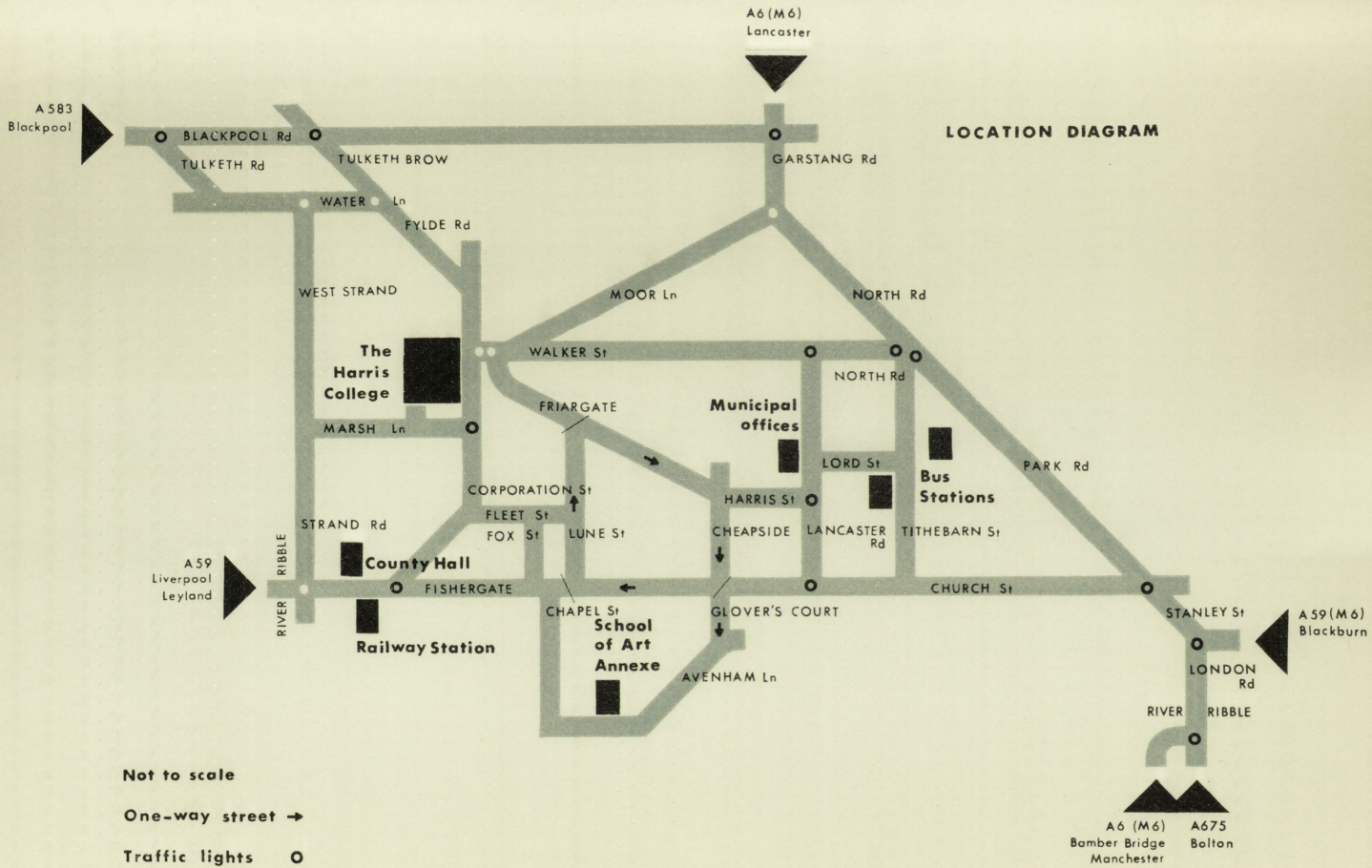
Group B

C4	M	7.00–9.00	Practical	W. Hough	B167
B32	Tu.	7.00–9.00	Technology	W. H. Walker	B168
B32	F	7.00–9.00	Technology	W. H. Walker	B169

Stage 2 (II)

Examining Body: C.G.L.I.

C2	Tu.	7.00–9.00	Practical	N. Douglas	B170
B58	W	7.00–9.00	Technology	J. Melling	B171
B58	Th.	7.00–9.00	Technology	J. Melling	B172


LOCATION DIAGRAM
A6(M6)
Lancaster
A583
Blackpool
BLACKPOOL Rd
TULKETH Rd
TULKETH BROW
GARSTANG Rd
WATER Ln
FYLDE Rd
WEST STRAND
MOOR Ln
NORTH Rd
The Harris College
WALKER St
NORTH Rd
FRIARGATE
Municipal offices
MARSH Ln
LORD St
Bus Stations
PARK Rd
CORPORATION St
HARRIS St
FLEET St
STRAND Rd
FOX St
LUNE St
CHEAPSIDE
LANCASTER Rd
TITHEBARN St
A59
Liverpool
Leyland
RIBBLE
County Hall
FISHERGATE
CHURCH St
RIVER
CHAPEL St
GLOVER'S COURT
STANLEY St
A59(M6)
Blackburn
Railway Station
School of Art Annexe
AVENHAM Ln
LONDON Rd
RIVER RIBBLE
Not to scale
One-way street
Traffic lights
A6 (M6)
Bamber Bridge
Manchester
A675
Bolton

Head of Department

G. W. COBHAM, B.Com., M.Sc.(Econ), L.C.P., F.C.I.S., A.M.B.I.M.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF BUSINESS AND ADMINISTRATION

Corporation Street, Preston, Lancs.
Telephone: Preston 51831–5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-seven members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, and nine members representative of industry and commerce.

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J. Lindley B
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A. Murray	M
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K. Nicholson	A
R. J. Nicolle, T D. M.I.M.I.	
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.	M
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B. G. Palfrey, B.A.	S
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A. G. Parker, M.Sc.	M
H. C Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
F. K. Pearson, A.M.I.M I.	M
L. Penrice, A.R.C.A.	A
A. D. Powell, F.R.S.A.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B., A.I.Struct.E.	B
L. J. Pulford, A.R.San.I.	B
G. T. Ramsden	M
K. Red ouse, A.I.O.B., M.R.S.H.	B
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P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
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P. J. Thompson, Dip.Tech.	M
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J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H.	B
F. Walmsley	E
T. D. Walshaw, D.L.C.(Eng. Hons), B.Sc.(Eng.), M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
J. B. Wignall, B.A.	P
K. E. Wilder	M
R. Wood, A.M.I.Mech.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

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Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

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E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Mrs. B. M. Crook
Mrs. E. Duckett
Miss M. A. Hoskinson
Miss J. Longley
Miss E. Shillito
Miss V. A. Smith
Mrs. C. Taylor
Miss J. S. Webster

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Mrs. P. B. Bamford
Miss G. Stobbart

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

G. W. Robinson (Chief Engineer)
R. Holmes (Assistant Engineer)
E. Davis (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
G. Dawes
M. Fergus
R. Fletcher
J. Greenhalgh
W. R. Jones
W. Pullen
L. Sharples
K. Wharton

Nightwatchmen:

T. Lane
R. Smith

Avenham Premises:

J. Crane (Caretaker)
C. C. H. Farrer (Assistant Caretaker)

CALENDAR

1964

Thursday	10th September	General Staff Meeting, 10.30 a.m.
Monday	14th September	Enrolment, first day
Tuesday	15th September	Enrolment, second day
Wednesday	16th September	Enrolment, last day
Monday	21st September	All day and evening classes commence for Autumn term
Friday	18th December	All departments close for Christmas after evening classes

1965

Monday	4th January	All classes re-open for Spring term
Tuesday	16th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	9th April	All departments close for Easter after evening classes
Monday	26th April	All classes re-open for Summer term
Friday	4th June	All departments close for Whitsuntide after evening classes
Monday	14th June	All classes re-open
Friday	2nd July	All classes close: end of session
Friday	9th July	End of term: submission of reports

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Enrolment dates:	Enrolment times (each day):
Monday, 14th September, 1964	**10.0 a.m. to 12.30 p.m.**
Tuesday, 15th September, 1964	**1.30 p.m. to 4.30 p.m.**
Wednesday, 16th September, 1964	**5.30 p.m. to 8.30 p.m.**

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

A Block

College Office and enquiries

B Block

School of Art (B9 and B10)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48 and B49)
Language and Social Studies Department (B52)

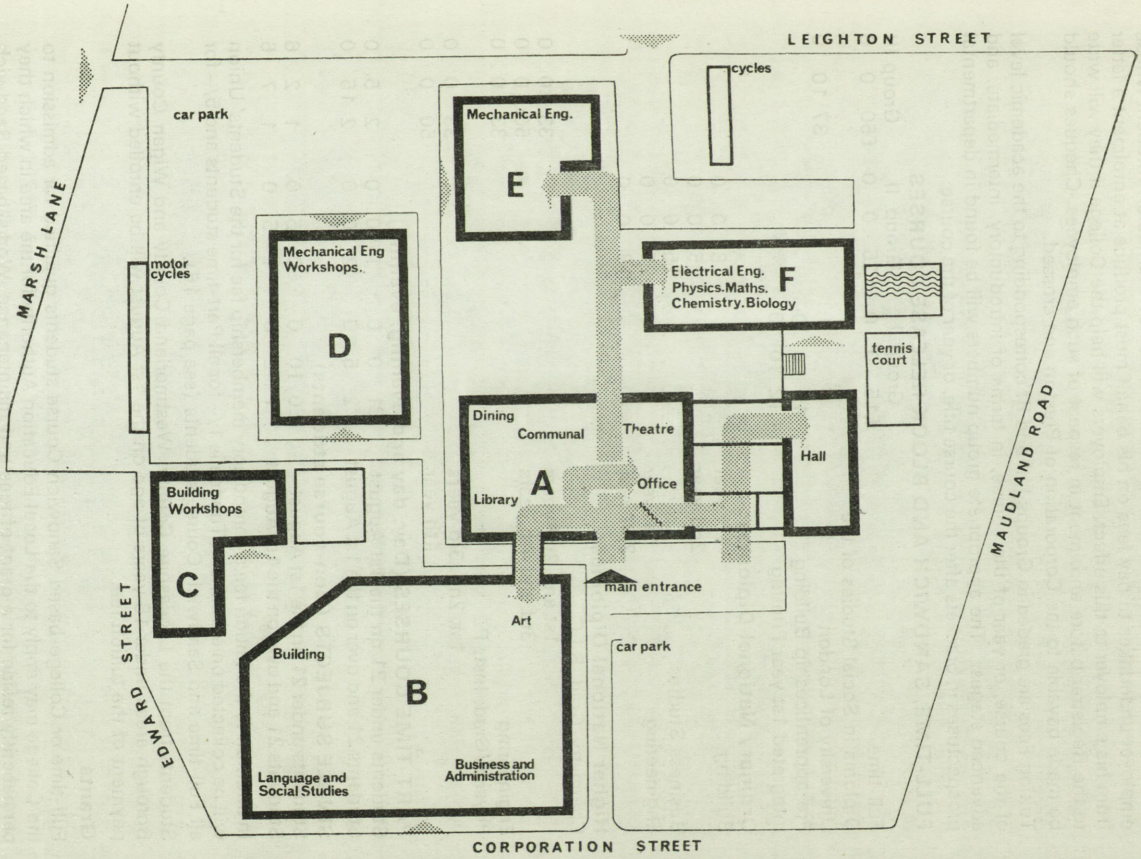
E Block

Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block

Chemistry and Biology Department (F35 and F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
Mechanical Eng.
E
MARSH LANE
motor cycles
Mechanical Eng Workshops.
D
Electrical Eng.
Physics.Maths.
Chemistry.Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
Art
car park
Building
B
Language and Social Studies
Business and Administration
EDWARD STREET
MAUDLAND ROAD
CORPORATION STREET

FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Employers will help the College if they will write to the Registrar before enrolment in respect of such employees. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded in Groups I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate group numbers will be found in departmental prospectuses in brackets after the course title, or year of the course.

FULL-TIME, SANDWICH AND BLOCK RELEASE COURSES

	Group I	Group II	Group III
Full-time	£15 0 0	£25 0 0	£50 0 0
Diploma in Social Studies of the University of London			37 10 0
Pre-apprenticeship Building	10 0 0		
Integrated 1st year Printing	12 10 0		
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Business Studies		25 0 0	
Engineering 1st year		25 0 0	
2nd year		18 0 0	
Higher National Diplomas:			
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st, 2nd, 3rd years			33 0 0
4th year			50 0 0

PART-TIME COURSES (Day, day and evening, evening)

Students under 21 on the 1st August	£1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0

SINGLE SUBJECTS (Non-course students)

Students under 21 on the 1st August	£0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

In addition to the tuition fee a compulsory membership fee for the Students' Union will be collected on enrolment. The fee is 1/– for all Part-time students and 5/– for all Full-time and Sandwich Course students (see page 16).

Students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Grants

Full-time or College-based Sandwich Course students qualified for admission to the College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable. Suspended or excluded students automatically lose membership of the Student's Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will be notified of the absence of their employees, and will receive copies of students' sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid at the time of entry.

Students will not be informed individually of the last dates of entry, but these will be published on departmental notice boards together with timetables of examinations. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	18th December, 1964
Union of Lancashire and Cheshire Institutes series A	21st January, 1965
General Certificate of Education papers	12th February, 1965
Union of Lancashire and Cheshire Institutes series B and C	5th February, 1965
Assessed papers for National Certificate courses, including endorsements	5th February, 1965
City and Guilds of London Institute	19th February, 1965
Royal Society of Arts Summer series	7th May, 1965

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £2 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 5/- per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two or three-year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following :—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he ha thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges.

At the request of the students the Harris Council has agreed that all students enrolled shall automatically become members of the Students' Union, and the Council has authorised the College Registrar to collect the compulsory membership fee from each student at enrolment.

The fee is 5/- for full-time students, 1/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies.

Officers of the Students' Union:

President :	Mr. R. Pearson.
Vice-President :	Mr. R. D. Johnson
Secretary:	Mr. F. Pearson.
Student Treasurer:	Mr. A. M. H. Cook.
Hon. Treasurer:	Mr. D. P. Marples.

Dances and other major social events are regularly arranged in the College and in the town. A new Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides new and improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides new administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

A new and unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Fk.	Fishwick County Secondary School
Ty.	Trinity County Secondary School
D.M.S.	P.O. Engineers Offices and Stores, Deepdale Mill Street
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A.
G. W. Smith

Librarian Assistants: Miss J. A. Clarkson
Miss C. M. Rogers

The College Library which is available to all students for reference purposes, has at present a stock of some 11,000 books, together witn several thousand bound volumes of periodicals. 320 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a.m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturer in Physical Education: D. P. Marples, D.C.C.

Part-time staff:

Miss E. Bowman
A. Crowther
J. Gridley, A.G.A.
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley, A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Badminton
Basket ball
Canoeing and sailing
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc. (in the Isle of Skye).

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged in vacation periods.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 1/– will be payable.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1964.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF BUSINESS AND ADMINISTRATION

Telephone – Preston 51831 Ext 17

Head of Department
G. W. Cobham, B.Com., M.Sc.(Econ.), L.C.P., F.C.I.S., A.M.B.I.M.

FULL-TIME STAFF

Senior Lecturer in Management

W. E. Evison, B.Sc., Ph.D.

Lecturers in Professional Studies

P. J. Gaule, B.Comm. (Dublin)
J. R. Meredith, B.Com. (Lond.), A.M.B.I.M.
E. Schofield, B.A.(Com.), A.C.I.S.
J. R. Topping, B.Sc.(Econ.), F.R.G.S., A.C.C.S.

Assistant Lecturers

Mrs. E. J. G. Bairsto, B.A., F.R.G.S.
Mrs. B. D. Cave, F.S.C.T., A.F.T Com.
A. G. Cottom, A.C.W.A.
B. Mellody, A.C.A.
Miss E. M. Rigg, B.A.
Miss S. P. Simmons
J. E. Varley, B.A. Admin.

PART-TIME STAFF

G. Armstrong
J. Atkinson, A.I.M.T.A.
J. G. R. Barker, A.M.I.P.M., A.M.B.I.M.
J. Beardsworth, B.A.
R. H. Birch, A.C.I.S.
J. D. Blackburn, A.C.W.A.
W. Bone, A.M.I.Mech.E., A.M.I.Prod.E.
N. C. Buckle, B.Sc. (Econ.)
J. H. Brooks, A.R.I.C., A.M.B.I.M.
R. Brown, B.A. Dip.Ed.
W. Burton
Mrs. J. B. Bushnell, P.C.T.
Mrs. M. J. Butterfield
A. J. Cave, A.I.M.T.A.
D. Chapman
G. A. Chapman
D. L. Clarke, A.I.M.T.A.
R. Cocker, A.C.W.A.
J. P. Connolly, M.C., T.D., A.I.B.
E. Farnworth, A.M B.I.M.
P. Fitzhugh
P. Flatley, B.Sc., A.R.S.M.
J. T. Garratt, A.C.I.I., A C.I.B.
Mrs. E. J. Georgeson
S. Graham, A A.C.C.A.
P. Hancock, A.C.A.
C. Heywood
Mrs. C. Higgins
C. Hill
C. C. Holderness
G. D. Hoskins, F.C.I.I.
R. W. Hughes, A.C.A.

Mrs. P. Hutchinson
S. Husband, A.C.W.A.
H. Johnstone, A.I.M.T.A., A.S.S.A.
F. D. Jones, B.A.
I. H. Kay
H. A. Kench, M.I.P.E.
Mrs. M. Kennedy, B.A.
H. L. Knowles
C. B. Lax, F.S.S.
Mrs. M. Lindop
T. B. Maund, A.M.Inst.T.
N. McCormick, A.I.M.T.A.
P. McLaughlin, A.C.I.I.
Mrs. E. Moon
A. Pape
Mrs. B. Pierce
B. Ridgway, A.C.I S.
J. F. Rigby, A.C I.I
C. H. Riley, A.I.B.
A. Sample, A.C.I.S.
W. R. Seddon
B. A. Sharples, A.M.Inst.T.
Miss O. M. Siddall
B. Sidwell, B.A.
J. Smith, A.I.M.T.A.
J. I. Smith, A.I.M.T.A.
F. Stanton, A.C.A.
Mrs. L. Stewart, M.I.P.S.
Mrs. E. E. Taylor, P.C.T.
L. Taylor, A.C.W.A.
M. A. Thompson, A.C.W.A.
D. A. Tuck, A.I.M.T.A.
K. Turner, A.I.M.T.A.
R. B. Wade, A.C.I.I.
C. Wiggans, B.A.
F. V. Willcox
Mrs. C. Woods

LIST OF COURSES

Full-Time Day page

Ordinary National Diploma in Business Studies (two years) 60
Day Secretarial (one or two years) 61
Day Commercial (one year) 62

Part-Time Day and Evening

Association of Certified and Corporate Accountants, Intermediate 64
Institute of Bankers Diploma in Banking, Parts 1 and 2 65
Institute of Cost and Works Accountants, Parts 1 to 5 66
Institute of Municipal Treasurers and Accountants, Intermediate 67
Diploma in Municipal Administration, Intermediate and Final 68
Chartered Institute of Secretaries, Intermediate and Final 69
Corporation of Secretaries, Intermediate and Final 71
Institute of Legal Executives, Associates 71
Institute of Transport, Graduateship Parts 1 and 2 72
Chartered Insurance Institute, Associateship, Parts A and B 75
Diploma in Works Management 75
Institute of Marketing and Salesmanagement, Part 1 75
Industrial Administration 77
Work Study, C.G.L.I. 77
Certificate in Office Studies 79
Ordinary National Certificate in Business Studies 80
Higher National Certificate in Business Studies 81
Commercial Apprenticeship Scheme 82
National Council for the Training of Journalists 83
Office Skills—Shorthand, Typewriting and Office Practice 85

Evening Only

General Certificate of Education, Advanced Level 79
Foremanship and Supervision 73
Certificate in Works Management 74
United Commercial Travellers' Association, Diploma 76
Institute of Commercial and Technical Representatives 76
Industrial Administration 77
B.Sc.(Econ.), Part 1, University of London 78
Ordinary National Certificate in Business Studies (1st year only) 81
Teachers' Certificate in Shorthand and in Typewriting 84
Office Skills—Shorthand, Typewriting and Office Practice 85
Shorthand Typists' Proficiency Certificate 88
Private Secretarial Diploma 88
Typists (Copy Typists) 89

Short Courses

Courses of an intensive and practical nature on special topics related to Management, Office Organisation, Accounting, Electronic Data Processing, Work Study, Cost Reduction, Budgetary Control, etc.

FULL-TIME COURSES

ORDINARY NATIONAL DIPLOMA IN BUSINESS STUDIES

This is a two-year course designed to give students a thorough and practical business training, covering the basic subjects of Accounting, Law and Economics, and including a much wider curriculum to prepare students for the major professional qualifications available in Accountancy, Banking, Insurance, Company Secretaryship, Costing, Transport and Local Government. In addition, the course includes an intensive study of a modern foreign language or, alternatively, shorthand and typewriting.

Students on entry must have reached the age of 16 and (i) hold a General Certificate of Education (Ordinary level) in English and two other subjects from Mathematics, Geography, History, a language other than English, Science, Commerce, OR (ii) have passed some other examination of equivalent standard.

This diploma is the hallmark of a basic, general education in business and it is accepted as an exempting qualification on a subject for subject basis by a number of professional associations at their Intermediate examination level.

Candidates for admission to this course should apply for provisional acceptance during their final school term. A definite decision about the acceptance of a student cannot be reached until the G.C.E. results are available

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B45	M	9.00–10.00	English I	Mrs. E. J. G. Bairsto	BA1
B47		10.00–11.00	Typewriting	Mrs. B. D. Cave	BA2
B47		11.15–12.15	Shorthand	Miss S. P. Simmons	BA3
B56		1.45–2.45	Elements of Statistics	G. W. Cobham	BA4
B45		2.45–3.45	Typewriting	Mrs. B. D. Cave	BA5
B45		4.00–5.00	English I	Mrs. E. J. G. Bairsto	BA6
B47	Tu.	9.00–10.00	Shorthand	Miss S. P. Simmons	BA7
B62		10.00–11.00	English I	Mrs. E. J. G. Bairsto	BA8
B62		11.15–12.15	Structure of Commerce	E. Schofield	BA9
B47/42		1.45–2.45	Office Practice	B. Mellody	BA10
B62		2.45–3.45	Elements of Statistics	G. W. Cobham	BA11
B62		4.00–5.00	Accounting I	P. J. Gaule	BA12
B47	W	9.00–10.00	Structure of Commerce	E. Schofield	BA13
B47		10.00–11.00	Typewriting	Mrs. B. D. Cave	BA14
B47		11.15–12.15	Economic History II	J. R. Topping	BA15
B62		1.45–2.45	English I	Mrs. E. J. G. Bairsto	BA16
B62		2.45–3.45	Elements of Statistics	G. W. Cobham	BA17
B47		4.00–5.00	Typewriting	Mrs. B. D. Cave	BA18
B47	Th.	9.00–10.00	Structure of Commerce	E. Schofield	BA19
B47		10.00–11.00	Typewriting	Mrs. B. D. Cave	BA20
B62		11.15–12.15	Accounting I	P. J. Gaule	BA21
B62		1 45–2.45	Accounting I	P. J. Gaule	BA22
B47		2.45–3.45	Typewriting	Mrs. B. D. Cave	BA23
A8		4.00–5.00	Physical Recreation	C. M. Robinson	G9
B62	F	9.00–10.00	English I	Mrs. E. J. G. Bairsto	BA24
B62/42		10.00–11.00	Office Practice	B. Mellody	BA25
B45		11.15–12 15	Shorthand	Miss S. P. Simmons	BA26
		1.45–2.45	Liberal Studies		S193/7
B62		2.45–3.45	Economic History II	J. R. Topping	BA27
B47		4.00–5.00	Typewriting	Mrs. B. D. Cave	BA28

2nd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B44	M	9.00–10.00	Economics	J. R. Topping	BA29
B44		10.00–11.00	English II	Mrs. E. J. G. Bairsto	BA30
B44		11.15–12.15	Extended Essay	J. R. Topping	BA31
B45		1.45–2.45	Shorthand	Mrs. E. J. Georgeson	BA32
B56		2.45–3.45	Accounting II	E. Schofield	BA33
B56		4.00–5.00	Accounting II	E. Schofield	BA34
B44	Tu.	9.00–10.00	English II	Mrs. E. J. G. Bairsto	BA35
B44		10.00–11.00	General Principles of Law	P. J. Gaule	BA36
B44		11.15–12.15	English II	Mrs. E. J. G. Bairsto	BA37
B45		1.45–2.45	Typewriting		BA38
B63		2.45–3.45	Economic Geography	Mrs. E. J. G. Bairsto	BA39
A8		4.00–5.00	Physical Recreation	C. M. Robinson	G7
B44	W	9.00–10.00	Economics	J. R. Topping	BA40
B44		10.00–11.00	General Principles of Law	P. J. Gaule	BA41
B44		11.15–12.15	Accounting II	E. Schofield	BA42
B42		1.45–2.45	Office Practice	J. R. Meredith	BA43
B44		2.45–3.45	British Constitution	J. R. Topping	BA44
B44		4.00–5.00	Accounting II	E. Schofield	BA45
B63	Th.	9.00–10.00	Economics	J. R. Topping	BA46
B63		10.00–11.00	Economic Geography	Mrs. E. J. G. Bairsto	BA47
B61		11.15–12.15	British Constitution	J. R. Topping	BA48
B45		1.45–2.45	Shorthand	Mrs. E. J. Georgeson	BA49
B45		2.45–3.45	Shorthand	Mrs. E. J. Georgeson	BA50
B45		4.00–5.00	Typewriting		BA51
B44	F	9.00–10.00	Economics	J. R. Topping	BA52
B45		10.00–11.00	Typewriting		BA53
B63		11.15–12.15	Economic Geography	Mrs. E. J. G. Bairsto	BA54
		1.45–2.45	Liberal Studies		S193/7
B44		2.45–3.45	General Principles of Law	P. J. Gaule	BA55
B44		4.00–5.00	Extended Essay	J. R. Topping	BA56

DAY SECRETARIAL COURSE

This is a course covering either one or two years designed for students who wish to prepare themselves for secretarial and clerical appointments in the offices of industrial and professional firms, posts in local government offices and similar employment. Intending students must have obtained a good General Certificate of Education or its equivalent, in at least three subjects including English Language, or must pass a College Entrance Examination.

Students enter for the examinations of the Union of Lancashire and Cheshire Institutes and of the Royal Society of Arts, the majority of them taking the Shorthand Typists' Certificate, either Intermediate or Advanced. Students may also add to their General Certificate of Education some commercial subjects.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B49	M	9.00–10.00	Typewriting	Mrs. B. D Cave	BA57
B49		10.00–11.00	Shorthand	Miss S. P. Simmons	BA58
B49		11.15–12.15	Typewriting	Mrs. B. D. Cave	BA59
B49/42		1.45–2.45	Office Practice	A. G. Cottom	BA60
B49		2.45–3.45	Calculations	B. Mellody	BA61
B49		4.00–5.00	English		BA62
B49	Tu.	9.00–10.00	Typewriting	Mrs. B. D. Cave	BA63
B49		10.00–11.00	Local Government	J. R. Topping	BA64
B49		11.15–12.15	English		BA65
B49		1.45–2.45	English		BA66
B61/42		2.45–3.45	Office Practice	A. G. Cottom	BA67
B61		4.00–5.00	Calculations	B. Mellody	BA68
B49	W	9.00–10.00	Calculations	B. Mellody	BA69
B49		10.00–11.00	Structure of Commerce	J. R. Topping	BA70
B49		11.15–12.15	Typewriting	Mrs. B. D. Cave	BA71
B49		1.45–2.45	Local Government	J. R. Topping	BA72
B49		2.45–5.00	Accounting I	P. J. Gaule	BA73
B49	Th.	9.00–10.00	Typewriting	Mrs. B. D. Cave	BA74
B49		10.00–11.00	Shorthand	Miss S. P. Simmons	BA75
B49		11.15–12.15	Typewriting	Mrs. B. D. Cave	BA76
B61		1.45–2.45	Structure of Commerce	J. R. Topping	BA77
B61		2.45–3.45	Accounting I	P. J. Gaule	BA78
B61		4.00–5.00	English		BA79
B49	F	9.00–10.00	Shorthand	Miss S. P. Simmons	BA80
B49		10.00–11.00	English		BA81
B49		11.15–12.15	Structure of Commerce	J. R. Topping	BA82
		1.45–2.45	Liberal Studies		S193/7
B49		2.45–3 45	Typewriting	Mrs. B. D. Cave	BA83
A8		4.00–5.00	Physical Recreation	C. M. Robinson	G12

DAY COMMERCIAL COURSE (I)

This is a one-year course of intensive training and is designed chiefly to meet the needs of girls who wish to prepare themselves for clerical posts.

At the end of the course students of good ability should be able to attain a speed in shorthand approximating to 90 words per minute and a speed in typewriting of 40/50 words per minute. They will enter for the appropriate examinations of the U.L.C.I. and the R.S.A. Selected students might also be able to take the General Certificate of Education in commercial subjects.

Intending students will be required to submit recent school reports and may also be required to pass a College Entrance Examination. In making the selection for admission to the course special attention will be paid to a candidate's proficiency in English and Arithmetic.

Students wishing to secure a place should call to see the Head of the Department as soon as possible after their final school reports become available. A recommendation from their present head-teacher is necessary before students can be accepted.

Room	Day	Time	Subject	Lecturer	Class No
B47	M	9.00–10.00	Typewriting	Miss S. P. Simmons	BA84
B63		10.00–11.00	English		BA85
B63		11.15–12.15	Geography	Mrs. E. J. G. Bairsto	BA86
B63		1.45–2.45	Commerce	B. Mellody	BA87
B47		2.45–3.45	Shorthand	Mrs. E. J. Georgeson	BA88
B47		4.00–5.00	Calculations	B. Mellody	BA89
B62	Tu.	9.00–10.00	English		BA90
B47		10.00–11.00	Typewriting	Miss S. P. Simmons	BA91
B47		11.15–12.15	Typewriting	Miss S. P. Simmons	BA92
B61		1.45–2.45	Book-keeping	E. Schofield	BA93
B44		2.45–3.45	Commerce	B. Mellody	BA94
A8		4.00–5.00	Physical Recreation	C. M. Robinson	G7
B63	W	9.00–10.00	English		BA95
B63		10.00–12.15	Book-keeping	E. Schofield	BA96
B47		1.45–2.45	Typewriting	Miss S. P. Simmons	BA97
B45		2.45–3 45	Typewriting	Miss S. P. Simmons	BA98
B63		4.00–5.00	Geography	Mrs. E. J. G. Bairsto	BA99
B62	Th.	9.00–10.00	English		BA100
B62		10.00–11.00	Commerce	B. Mellody	BA101
B47		11.15–12.15	Typewriting	Miss S. P. Simmons	BA102
B47		1.45–2.45	Typewriting	Miss S. P. Simmons	BA103
B62		2.45–3.45	Calculations	B. Mellody	BA104
B47		4.00–5.00	Shorthand	Mrs. E. J. Georgeson	BA105
B47	F	9.00–10.00	Calculations	B Mellody	BA106
B47		10.00–11.00	Typewriting	Miss S. P. Simmons	BA107
B47		11.15–12.15	Shorthand	Mrs. E. J. Georgeson	BA108
		1.45–2.45	Liberal Studies		S193/7
B47		2.45–3.45	Typewriting	Miss S. P. Simmons	BA109
B62		4.00–5.00	English		BA110

PROFESSIONAL COURSES

Full evening courses will be held for the Intermediate and Final Examinations of the professional bodies in Accountancy, Banking, Cost Accountancy, Secretaryship, Municipal Treasurers and Local Government, for the Graduate Examination of the Institute of Transport, and the Associateship examination of the Chartered Insurance Institute.

In certain cases students may attend alternative day-time classes for part of their course. Such classes are shown separately in the timetables set out below.

Intending students should obtain a copy of the current regulations of the appropriate professional body before embarking upon a course of study. Students are responsible for making sure that they can comply with such regulations as are in force from time to time.

ASSOCIATION OF CERTIFIED AND CORPORATE ACCOUNTANTS
INTERMEDIATE (II)

Day Classes

Section 1

Room	Day	Time	Subject	Lecturer	Class No
B43	Th.	1.45–3.15	Business Statistics, or	G. W. Cobham	BA111
B66	F	10.45–12.15	Business Statistics	G. W. Cobham	BA112
B65	Th.	1.45–3.15	Book-keeping and Accounts, or	E. Schofield	BA113
B66	F	1.45–3.45	Accounting I	J. R. Meredith	BA114
B65	Th.	3.30–5.00	Economics	J. R Topping	BA115

Section 2

B66	M	9.00–11.00	Mercantile Law	E. Schofield	BA116
B66	M	11.15–12.15	Accounting III, and	E. Schofield	BA117
B66	M	1.45–2.45	Accounting III	E. Schofield	BA117

Evening Classes

Section 1

B61	W	5.45–7.15	Business Statistics	C. B. Lax	BA118
B61	W	7.15–9.15	Economics	N. C. Buckle	BA119
B62	Th.	7.15–9.15	Book-keeping and Accounts	S. Graham	BA120
B56	Th.	7.15–9.15	Accounting I	P. Hancock	BA121
B63	Th.	7.15–9.15	Accounting (Intermediate)		BA122
B63	Tu.	7.15–9.15	Costing	R. Cocker	BA123
B66	F	7.15–9.15	Costing	R. Cocker	BA124

Section 2

B44	M	6.15–7.45	Mercantile Law	P. J. Gaule	BA125
B52	W	7.00–8.15	Taxation		BA126
B52	W	8.15–9.15	Auditing		BA127
B66	Th.	7.15–9.15	Book-keeping and Accounts		BA128

Candidates holding the Ordinary National Certificate in Business Studies with passes at credit level may be granted subject for subject exemption from the above Intermediate Examination in Book-keeping and Accounts 1, Mercantile Law, and Economics and Business Statistics. The Association are also prepared to consider the exemption of holders of a Higher National award from their subjects of Costing and Book-keeping and Accounts 2 where the syllabus for the latter includes Taxation

Syllabuses and regulations for admission can be obtained from the Secretary, The Association of Certified and Corporate Accountants, 22 Bedford Square, London, W.C.1.

INSTITUTE OF BANKERS: BANKING DIPLOMA

Part 1 (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	Th.	9.00–10.30	General Principles of Law	P. J. Gaule	BA129
B43		10.45–12.15	English	Miss E. M. Rigg	BA130
B65		1.45–3.15	Book-keeping	E. Schofield	BA113
B63	Th.	1.45–3.15	Commercial Geography	Mrs. E. J. G. Bairsto	BA131
B65		3.30–5.00	Economics	J. R. Topping	BA115
B66	F	1.45–3.45	Accounting I (Beginners)	J. R. Meredith	BA114

Evening Classes

B65	M	7.15–9.15	Economics	F. D. Jones	BA132
B61	Tu.	7.15–9.15	General Principles of Law		BA133
B63	W	7.15–9.15	Commercial Geography	Mrs. E. J. G. Bairsto	BA134
B63	Th.	7.15–9.15	Accounting (Intermediate)		BA122
B62		7.15–9.15	Book-keeping	S. Graham	BA120
B61	F	7.15–9.15	English	B. Sidwell	BA135

Part 2 (III)

Day Classes

B66	M	11.15–12.15	Accountancy	E. Schofield	BA117
B66	M	1.45–2.45	Accountancy	E. Schofield	BA117

Evening Classes

B63	M	7.15–9.15	Monetary Theory and Practice	C. H. Riley	BA136
B48	Tu.	6.15–7.45	Finance of Foreign Trade and Foreign Exchange	J. P. Connolly	BA137
B48	Tu.	7.45–9.15	Practice of Banking	J. P. Connolly	BA138
B66	Th.	7.15–9.15	Accountancy		BA128
B62	F	7.15–9.15	Law relating to Banking	P. J. Gaule	BA139

The College is a recognised teaching institution, and students who pass the College Internal Examinations in the subjects of Part 1 may claim exemption from the same subjects in the Institute of Bankers' Examination, subject to a minimum attendance of, normally, 24 hours in each subject and a minimum of 40 per cent of marks awarded for written work during the session.

Candidates are required to pass in at least TWO subjects at one sitting. For further details students should refer to the Institute's Syllabus.

Candidates holding the Ordinary National Certificate in Business Studies with passes in appropriate subjects at credit level may be granted subject for subject exemption from all five subjects of the Part 1 examination.

Syllabuses and regulations for admission can be obtained from The Secretary, The Institute of Bankers. 10 Lombard Street, London, E.C.3.

INSTITUTE OF COST AND WORKS ACCOUNTANTS

Part 1 (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	Th.	1.45–3.15	Book-keeping	E. Schofield	BA113
B65	Th.	3.30–5.00	Economics	J. R. Topping	BA115
B43	Th.	1.45–3.15	Statistics, or	G. W. Cobham	BA111
B66	F	10.45–12.15	Statistics	G. W. Cobham	BA112

Evening Classes

B66	Tu.	7.00–9.15	Industrial Administration	P. Flatley	BA140
B61	W	5.45–7.15	Statistics	C. B. Lax	BA118
B61	W	7.15–9.15	Economics	N. C. Buckle	BA119
B62	Th.	7.15–9.15	Book-keeping	S. Graham	BA120
B63	Th.	7.15–9.15	Book-keeping (Intermediate)		BA122

Part 2 (II)

Day Class

	Th.	3.30–5.00	Costing		BA243

Evening Classes

B63	Tu.	7.15–9.15	Costing, and	R. Cocker	BA123
B66	F	7.15–9.15	Costing	R. Cocker	BA124

Part 3 (III)

Day Class

B66	M	9.00–11.00	Commercial Law	E. Schofield	BA116

Evening Classes

B44	M	6.15–7.45	Commercial Law	P. J. Gaule	BA125
B62	M	7.45–9.15	Industrial Law	P. J. Gaule	BA141
B42/43	Tu.	7.15–9.15	Office Management	P. Fitzhugh	BA142
B66	Th.	7.15–9.15	Financial Accountancy		BA128

Part 4 (III)

Room	Day	Time	Subject	Lecturer	Class No
	Tu.	6.15–9.15	Advanced Cost and Management Accountancy	J. D. Blackburn	BA143

Part 5 (III)

	M	6.00–7.45	Advanced Accountancy and Financial Management	M. A. Thompson	BA144
B44	W	6.30–8.30	Management Principles & Practice	J. R. Meredith	BA145
B44	M	7.45–9.15	Company Law	B. Ridgway	BA146
	Tu.	7.15–9.15	Taxation		BA147

Candidates holding the Ordinary National Certificate in Business Studies with passes at credit level in equivalent subjects may be exempted from the whole of Part 1 of the above examination.

Syllabuses and regulations for admission can be obtained from the Director, Institute of Cost and Works Accountants, 63 Portland Place, London, W.1.

INSTITUTE OF MUNICIPAL TREASURERS AND ACCOUNTANTS

Intermediate (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B43	W	9.00–11.00	Accountancy I (including Costing) 23rd Sept., 1964 to 24th Feb., 1965	E. Schofield	BA148
B43	W	9.00–11.00	Municipal Auditing March 3rd to 28th April, 1965	A. J. Cave	BA149
B43	W	11.15–12.15	Commercial Law 23rd Sept. to 25th Nov., 1964	P. J. Gaule	BA150
B43	W	1.45–2.45	Commercial Law 23rd Sept. to 25th Nov., 1964	P. J. Gaule	BA151
B43	W	11.15–12.15	Commercial Auditing 2nd Dec., 1964 to 3rd Feb., 1965	R. W. Hughes	BA152
B43	W	1.45–2.45	Commercial Auditing 2nd Dec., 1964 to 3rd Feb., 1965	R. W. Hughes	BA153

Room	Day	Time	Subject	Lecturer	Class No
B43	W	11.15–12.15	Elements of Public Administration 10th Feb. to 28th April, 1965	J. E. Varley	BA154
B43	W	1.45–2.45	Elements of Public Administration 10th Feb. to 28th April, 1965	J. E. Varley	BA155
B43	W	2.45–5.00	Financial Administration 23rd Sept. to 11th Nov., 1964	J. I. Smith, H. Johnstone and other visiting lecturers	BA156
B43	W	2.45–5.00	Commercial Income Tax 18th Nov. to 2nd Dec., 1964	F. Stanton	BA157
B43	W	2.45–5.00	Accountancy II 9th Dec., 1964 to 28th April, 1965	J. Smith, J. I. Smith and other visiting lecturers	BA158

Syllabuses and regulations for admission can be obtained from the Secretary, The Institute of Municipal Treasurers and Accountants, 1 Buckingham Place, Westminster, London, S.W.1.

LOCAL GOVERNMENT EXAMINATIONS BOARD ADMINISTRATIVE EXAMINATION

Intermediate (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	Th.	9 00–10.30	Elements of English Law	P. J. Gaule	BA129
B66	Th.	9.00–10.30	Social and Economic History	J. E. Varley	BA159
B66	Th.	10.45–12.15	Local and Central Government, or	J. E. Varley	BA160
B66	Th.	3.30–5.00	Local and Central Government	J. E. Varley	BA161
B43	Th.	10.45–12.15	Essay and Precis	Miss E. M. Rigg	BA130
B43	Th.	1.45–3.15	Statistics	G. W. Cobham	BA111
B63	Th.	1.45–3.15	Regional and Physical Geography	Mrs. E. J. G. Bairsto	BA131
B66	Th.	1.45–3.15	Economics, or	J. E. Varley	BA162
B65	Th.	3.30–5.00	Economics	J. R. Topping	BA115
B43	Th.	3.30–5.00	Essay and Precis, or	B. Mellody	BA163
B66	Th.	5.15–6.15	Essay and Precis	B. Mellody	BA164

From the above list of classes, students must select a timetable approved by the member of staff accepting the enrolment. This timetable must include Local and Central Government, and Essay and Precis, together with either Economics or Statistics and a fourth subject chosen from Law, History or Geography.

Final: Part 1 (III)

Room	Day	Time	Subject	Lecturer	Class No
B43	M	9.00–11.00	Principles and Problems of Public Administration (General)	J. R. Topping	BA165
B43	M	11.15–12.15	The Social Services, &	J. E. Varley	BA166
B43	M	1.45–2.45	The Social Services	J. E. Varley	BA166
B43	M	2.45–5.00	Principles and Problems of Public Administration (Local Government)	J. E. Varley	BA167

Final: Part 2 (III)

B43	Tu.	11.15–12.15	Education, and	J. R. Topping	BA168
B43	Tu.	1.45–2.45	Education	J. R. Topping	BA168
B43	Tu.	2.45–5.00	Political Institutions	J. E. Varley	BA169

Classes in other optional subjects will be arranged according to demand.

Syllabuses and regulations for admission to the examinations can be obtained from the Secretary, The Local Government Examinations Board, 41 Belgrave Square, London, S.W.1.

CHARTERED INSTITUTE OF SECRETARIES and CORPORATION OF SECRETARIES

Intermediate (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	Th.	9.00–10.30	General Principles of English Law	P. J. Gaule	BA129
B43	Th.	10.45–12.15	English	Miss E. M. Rigg	BA130
B65	Th.	1.45–3.15	Accountancy	E. Schofield	BA113
B65	Th.	3.30–5.00	Economic Theory	J. T. Topping	BA115
B66	F	1.45–3.45	Accounting I (Beginners)	J. R. Meredith	BA114

Evening Classes

B65	M	7.15–9.15	Economic Theory	F. D. Jones	BA132
B61	Tu.	7.15–9.15	General Principles of English Law		BA133
B62	Th.	7.15–9.15	Accountancy	S. Graham	BA120
B63	Th.	7.15–9.15	Accounting (Intermediate)		BA122
B61	F	7.15–9.15	English	B. Sidwell	BA135

The Corporation of Secretaries recognises conditionally the College sessional examinations as exempting a candidate from the corresponding subjects of the Intermediate examination of the Corporation.

Candidates holding the Ordinary National Certificate or Diploma in Business Studies with passes in appropriate subjects at credit level may be granted exemption on a subject for subject basis from all four subjects of the Intermediate examination of the respective professional association.

Final: Part 1 (III)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B66	M	9.00–11.00	Mercantile Law, and	E. Schofield	BA116
B66	M	3.00–5.00	Economic Policies and Problems	J. E. Varley	BA170

Evening Classes

B44	M	6.15–7.45	Mercantile Law	P. J. Gaule	BA125
B42/43	Tu.	7.15–9.15	Secretarial and Administrative Practice I	P. Fitzhugh	BA142
B65	F	7.15–9.15	Economic Policies and Problems		BA171

Final: Part 2 (III)

Day Classes

B66	M	11.15–12.15	Advanced Accountancy	E. Schofield	BA117
B66	M	1.45–2.45	Advanced Accountancy	E. Schofield	BA117

Evening Classes

B44	M	7.45–9.15	Company Law	B. Ridgway	BA146
B66	Th.	7.15–9.15	Advanced Accountancy		BA128
B43	F	7.15–9.15	Secretarial and Administrative Practice II	A. Sample	BA172

Final: Part 3 (III)

	M	7.15–9.15	Company Secretarial Practice	BA173
	W	7.15–9.15	Meetings—Law and Procedure	BA174
	Th.	7.15–9.15	Secretarial and Administrative Practice III	BA175

Syllabuses and regulations for admission can be obtained from the Secretary, The Chartered Institute of Secretaries, 16, Park Crescent, London, W.1., or from the Secretary, The Corporation of Secretaries, Devonshire House, 13 Devonshire Street, London, W.1.

INSTITUTE OF LEGAL EXECUTIVES ASSOCIATES EXAMINATION

Day Classes (II)

Room	Day	Time	Subject	Lecturer	Class No
B65	M	9.00–10.30	Parts 1 and 2, Introduction and General Principles of Law	P. J. Gaule	BA176
B65	M	10.45–12.15	Part 3—Evidence	P. J. Gaule	BA177

Evening Classes (3)

B48	Th.	7.15–9.15	Part 4 (b) Conveyancing (c) Probate, (d) Companies, (e) Miscellaneous—24th Sept. to 17th Dec., 1964	C. C. Holderness	BA178
B48	Th.	7.15–9.15	Part 4 (a) in the Courts 7th Jan. to 6th May, 1965	I. H. Kay	BA178

The evening lectures covering Part 4 set out above will be given by a panel of visiting specialists, including Mr. Holderness and Mr. Kay.

Copies of the syllabus and regulations for admission to the examinations can be obtained from the Secretary of Education and Training, The Institute of Legal Executives, Maltravers House, Arundel Street, Strand, London, W.C.2.

INSTITUTE OF TRANSPORT (II)

GRADUATESHIP: Part 1 (under new regulations and transitional arrangements)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B43	Th.	1.45–3.15	Elements of Statistics	G. W. Cobham	BA111
B43	Th.	10.45–12.15	English, or	Miss E. M. Rigg	BA130
B43	Th.	3.30–5.00	English	B. Mellody	BA163

Evening Classes

B43	M	7.15–9.15	Evolution of Modern Transport	T. B. Maund	BA179
B61	W	5.45–7.15	Elements of Statistics	C. B. Lax	BA118
B43	W	7.15–9.15	Elements of Transport	T. B. Maund	BA180
B61	F	7.15–9.15	English	B. Sidwell	BA135

GRADUATESHIP: Part 2 (under new regulations and transitional arrangements)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	Th.	9.00–10.30	Principles of Law	P. J. Gaule	BA129
B63	Th.	1.45–3.15	Geography	Mrs. E. J. G. Bairsto	BA131
B65	Th.	3.30–5.00	Economics	J. R. Topping	BA115

Evening Classes

B65	M	7.15–9.15	Economics	F. D. Jones	BA132
B61	Tu.	7.15–9.15	Principles of Law		BA133
B63	W	7.15–9.15	Geography	Mrs. E. J. G. Bairsto	BA134
B45	Th.	7.15–9.15	Law of Transport (Inland)	B. A. Sharples	BA181

Candidates holding the Ordinary National Certificate in Business Studies with passes in appropriate subjects at credit level may be granted exemption on a subject for subject basis from the subjects of the Institute's Graduateship Examination.

Arrangements will be made for holding classes in the specialist subjects for the Associate Membership Examination if sufficient enrolments are received.

Syllabuses and regulations for admission can be obtained from the Secretary, The Institute of Transport, 80 Portland Place, London, W.1.

CHARTERED INSURANCE INSTITUTE (2)

ASSOCIATESHIP

Part A

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	M	1.45–3.15	Commercial Practice	B. Mellody	BA182
B65	M	3.30–5.00	General Principles of English Law	E. Schofield	BA183

Evening Class

B43	M	5.30–7.00	Elements of Insurance	P. McLaughlin	BA184

Part A (Alternative day)

Day Classes

B66	W	1.45–3.15	Commercial Practice	E. Schofield	BA185
B66	W	3.30–5.00	General Principles of English Law	E. Schofield	BA186

Evening Class

B43	W	5.30–7.00	Elements of Insurance	J. F. Rigby	BA187

Part B

Evening Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	M	5.30–7.00	Fire Insurance	J. T. Garratt	BA188
B61	Tu.	5.30–7.00	Accident Insurance	G. D. Hoskins	BA189
B65	Th.	5.30–7.00	Life Assurance	J. F. Rigby	BA190
B43	F	5.30–7.00	Marine Insurance	R. B. Wade	BA191

Candidates holding the Ordinary National Certificate or Diploma in Business Studies with passes at credit level may be granted a subject for subject exemption from the subjects of Part A of the Institute's examinations.

Syllabuses and regulations for admission can be obtained from the Secretary, The Chartered Insurance Institute, 20 Aldermanbury, London, E.C.2.

MANAGEMENT COURSES

FOREMANSHIP AND SUPERVISION (II)

This is a course of a general character to give men and women an opportunity to study their jobs in relation to modern works organisation. The course is primarily intended for:–

(a) those who are established in posts as foremen and women, charge hands and section heads, and who would welcome a refresher course;

(b) those who wish to train themselves for promotion to foremanship.

(c) those needing a course of comprehensive study for a Certificate in Foremanship and Supervision, or to lead on to a Certificate in Management Studies.

The aim of the course is to provide established and potential foremen with a knowledge of various background and tool subjects, and the content of the course will be varied to meet the different needs of students possessing different interests and experiences.

The full certificate course covers two years as set out below. Students will be admitted, however, for any part of the course which may be useful to them.

1st YEAR

Room	Day	Time	Subject	Lecturer	Class No
B44	Th.	7.15–8.15	Industrial History	D. Chapman	BA192
B44	Th.	8.15–9.15	English	D. Chapman	BA193
B48	F	7.15–9.15	Elements of Supervision		BA194

2nd YEAR

Room	Day	Time	Subject	Lecturer	Class No
B48	M	7.15–8.15	Production Planning and Control	H. A. Kench	BA195
B48	M	8.15–9.15	Principles of Remuneration, Estimating and Costing	M. A. Thompson	BA196
B50	W	7.15–8.15	Theory and Practice of Supervision	H. A. Kench	BA197
B50	W	8.15–9.15	Elements of Labour Management	H. A. Kench	BA198

Holders of the B.I.M. Certificate in Foremanship and Supervision are eligible for admission to Graduate membership of the Institute of Industrial Supervisors. Candidates studying for the B.I.M. Foremanship examinations are eligible for admission to the I.I.S. as students. The address of the Institute of Industrial Supervisors is 24 Albert Street, Birmingham, 4.

INSTITUTION OF WORKS MANAGERS

CERTIFICATE IN WORKS MANAGEMENT (III)

This is an intensive course covering two years of study. Candidates take the I.W.M. examinations at the end of each year. Intending students must communicate in the first instance with the I.W.M. Local Education Officer, Mr. P. D. Oakley, at 16 Wentworth Drive, Broughton, near Preston, telephone Broughton 677.

1st YEAR

Room	Day	Time	Subject	Lecturer	Class No
B62	M	6.00–7.45	Economics of Industry	J. E. Varley	BA199
B62	M	7.45–9.15	Management Law	P. J. Gaule	BA141
B65	W	7.00–9.00	Fundamentals of Management	E. Farnworth	BA200

2nd YEAR

B44	W	6.30–8.30	Works Management in Practice	J. R. Meredith	BA145
B65	Th.	7.15–9.15	Human Relations and Communications	J. G. R. Barker	BA201

Candidates for the Certificate Examination must register as student members of the Institution of Works Managers at least six months before the date of sitting for the first subject of the examination. Application forms can be obtained from Mr. Oakley, and students are responsible for submitting them to the I.W.M. head office before the closing date.

DIPLOMA IN WORKS MANAGEMENT (III)

Room	Day	Time	Subject	Lecturer	Class No
B46	Tu.	6.30–9.00	Seminars and Report Sessions	J. R. Meredith	BA202
B46/50	Th.	1.45–7.00	Works Management Practice	J. R. Meredith	BA203

Applicants for admission to this course must be recommended by the local branch of the I.W.M. following a personal interview by a Branch/College panel.

The course consists of a minimum of lectures and a great deal of practical work through case studies and projects, business exercises and other methods of group participation. Many exercises will take place in the actual work situation by the kind co-operation of the management of a number of local companies. Members of the course will be required to write a report of at least 2,000 words on some management problem, and to attend, in addition, week-end residential study groups as organised by the College.

At the end of the course the whole of the students' work will be appraised. There will be no written examination as normally understood, but candidates will be interviewed personally by a Branch/College panel under an independent chairman.

Syllabuses and regulations for admission to both the Certificate and Diploma courses can be obtained from Mr. Oakley at the time of registration or at the address given above.

Works Visits

Throughout each Management Course a number of visits will be arranged for students to go to selected factories to discuss management problems on the spot with the people actively concerned. Such visists may be arranged either in the day time or in the evening. They will not normally include tours of works.

Film and Discussion Evenings

These will be arranged independently of the normal courses for the purpose of showing students plant and equipment in actual operation, and demonstrating the processes of planning, organisation and control. These special evenings will form an integral part of all management courses.

INSTITUTE OF MARKETING AND SALES MANAGEMENT

DIPLOMA IN MARKETING, Part 1 (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B63	Th.	1.45–3.15	Economic Geography	Mrs. E. J. G. Bairsto	BA131
B65	Th.	3.30–5.00	Economics	J. R. Topping	BA115
	F	10.45–12.15	Marketing		BA204
B66	F	9.00–10.30	Business History of the U.K.	J. E. Varley	BA205

Evening Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	M	7.15–9.15	Economics	F. D. Jones	BA132
B65	Tu.	6.15–7.45	Business History of the U.K.	B. Mellody	BA206
B44	Tu.	7.45–9.15	Marketing	G. A. Chapman	BA207
B63	W	7.15–9.15	Economic Geography	Mrs. E. J. G. Bairsto	BA134

DIPLOMA IN MARKETING, Part 2 (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B66	M	9.00–11.00	Commercial Law	E. Schofield	BA116
B66	F	10.45–12.15	Applied Statistics	G. W. Cobham	BA112
			Accounting Marketing (2) }	To be arranged	

Evening Classes

Room	Day	Time	Subject	Lecturer	Class No
B44	M	6.15–7.45	Commercial Law	P. J. Gaule	BA125
B61	W	5.45–7.15	Applied Statistics	C. B. Lax	BA118
			Accounting Marketing (2) }	To be arranged	

Syllabuses and regulations for admission can be obtained from the Secretary, The Institute of Marketing and Sales Management, 51 Palace Street, Westminster, London, S.W.1.

UNITED COMMERCIAL TRAVELLERS' ASSOCIATION DIPLOMA (II)

Room	Day	Time	Subject	Lecturer	Class No
B44	F	7.15–9.15	Marketing and Salesmanship	G. A. Chapman	BA208

Syllabuses and regulations for admission can be obtained from the General Secretary, United Commercial Travellers' Association, 180-182a Tottenham Court Road, London, W.1.

INSTITUTE OF COMMERCIAL AND TECHNICAL REPRESENTATIVES (II)

GRADUATESHIP

Compulsory Subjects

Room	Day	Time	Subject	Lecturer	Class No
B62	Tu.	6.15–8.15	English, or		BA209
B41	Th.	7.00–9.15	English	A. E. Roper	S
B44	F	7.15–9.15	Salesmanship	G. A. Chapman	BA208

Elective Subjects (of which three must be offered)

Room	Day	Time	Subject	Lecturer	Class No
B65	M	7.15–9.15	Economics	F. D. Jones	BA132
B61	Tu.	7.15–9.15	Principles of English Law		BA133
B61	W	5.45–7.15	Statistics	C. B. Lax	BA118
B63	W	7.15–9.15	Economic Geography	Mrs. E. J. G. Bairsto	BA134
B56	Th.	7.15–9.15	Accounting	P. Hancock	BA121

Syllabuses and regulations for admission can be obtained from The Secretary, The Institute of Commercial and Technical Representatives Ltd., Queen's House, 180 Tottenham Court Road, London, W.1.

INDUSTRIAL ADMINISTRATION (III)

The course in this subject covers a wide range of management topics as a background study suitable for staff occupying positions of responsibility in all types of industry.

Section A deals with the development of industrial organisation and its relationship with economics, law and accounting. Section B deals with the internal aspects of industrial management.

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B50	W	9.00–12.15	Industrial Administration A	W. E. Evison	BA210
B50	W	1.45–5.00	Industrial Administration B	W. E. Evison	BA211

Evening Classes

B61	M	6.45–9.15	Industrial Administration A	J. H. Brooks	BA212
B62	W	6.45–9.15	Industrial Administration B	W. Bone	BA213

WORK STUDY—City and Guilds of London Institute Certificate (III)

This course has been devised for existing and intending work study practitioners with adequate educational qualifications or practical experience.

The College has a new and fully equipped work study laboratory and has already established connections with a number of local companies for practical exercises in the work situation.

Candidates should satisfy the following requirements. For entry to the course and examination, they should EITHER

(a) be at least 23 years of age at the time of entry to the course and possess a Final or Full Technological Certificate awarded by the C.G.L.I., a university degree, or a Higher National Certificate, or be able to produce evidence of three years full-time or five years part-time study after the age of 17 years;

OR

(b) satisfy the College authorities that they can profit from the course and be at least 28 years of age at the time of taking the examination; candidates who have had three years' experience in work study may take the examination at 26 years of age.

For entry to the examination as external candidates, they should have three years' experience in work study at the date of entry to the examination and be at least 26 years of age at the time of taking the examination.

The course will be of two years' duration on two half days per week. In general, one of these will be spent in the laboratory and the other will be spent working under supervision in small groups on projects in factories.

Day Course

Room	Day	Time	Subject	Lecturer	Class No
B50	Tu.	9.00–12.15	Work Study, and	J. R. Meredith	BA217
B50	Tu.	1.45–5.00	Work Study	J. R. Meredith	BA218

Evening Course

B50	Tu.	6.00–9.00	Work Study, and	W. E. Evison	BA219
B50	Th.	6.00–9.00	Work Study	W. E. Evison	BA220

UNIVERSITY OF LONDON

BACHELOR OF SCIENCE (ECONOMICS) DEGREE (III)

Part 1 (new regulations)

Compulsory Subjects

Room	Day	Time	Subject	Lecturer	Class No
B48	M	5.15–7.15	Economic History		BA221
B63	W	5.15–7.15	British Government		BA222
B65	F	7.15–9.15	Economics		BA171

Alternative Subjects

B63	Tu.	5.15–7.15	Geography		BA223
B63	Th.	5.15–7.15	English Legal Institutions		BA224

Classes may also be arranged if the demand is adequate, in Political History and English Economic History (1066–1485).

Syllabuses and regulations for admission can be obtained from the External Registrar, University of London, Senate House, London, W.C.1. Students are advised to write for a copy of the University of London Regulations for degrees in Economics and Political Science for External Students.

BUSINESS STUDIES

GENERAL CERTIFICATE OF EDUCATION ADVANCED LEVEL (2)

Students in economics are required to attend on two evenings per week or the equivalent time in the day-time.

Room	Day	Time	Subject	Lecturer	Class No
B63	M	5.15–7.00	Economics	J. R. Topping	BA225
B44	Th.	5.15–7.00	Economics	J. R. Topping	BA226
B66	Th.	7.15–9.15	Book-keeping and Accounting		*BA128

*Students must have studied Accountancy already up to Ordinary level.

Classes in other subjects at Advanced level will be arranged to meet adequate demand. Intending students should obtain the booklet "G.C.E. Regulations, 1965" available at 2/– post free from John Sherratt, Publishers, Park Road, Timperley, Cheshire.

THE CERTIFICATE IN OFFICE STUDIES

This is a two-year part-time day course for a national award designed for young office workers who wish to pursue courses of further education but who do not possess the necessary General Certificate or other qualifications required for entry to a course leading to the Ordinary National Certificate in Business Studies. The normal age of entry to the course will be 16 years. While no formal academic standard of entry is prescribed, students will normally be expected to have completed :–

(a) a five-year course of secondary education ;

OR

(b) a four-year course of secondary education and a one-year full-time or part-time day or evening course of further education.

To qualify for the award of the certificate the student must have : (a) made not less than 60% of the possible attendances in each year of the course ; (b) obtained not less than 40% of the possible marks in each subject of the examination.

Students who obtain 60% or more of the total possible marks in any one subject will be awarded a credit in that subject.

Part-time Day Course

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B49	W	9.00–10.30	Typewriting and Office Machinery	Miss S. P. Simmons	*BA227
B65		9.00–10.30	Social Studies	B. Mellody	*BA228
B65		10.45–12.15	Clerical Duties	A. G. Cottom	BA229
B65		1.45–3.15	Book-keeping	A. G. Cottom	BA230
B65		3.30–5.00	English and General Studies		BA231

The subjects marked * are alternatives.

2nd YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B44	Th.	9.00–10.30	Clerical Duties	A. G. Cottam	BA232
B44		10.45–12.15	Social Studies	B. Mellody	BA233
B44		1.45–3.15	Book-keeping	A. G. Cottam	BA234
B44		3.30–5.00	English and General Studies	Miss E. M. Rigg	BA235

ORDINARY NATIONAL CERTIFICATE IN BUSINESS STUDIES (II)

This is a two-year course in basic training designed to give a student a general education for business covering law, accounting and economics and related subjects. The National Certificate is awarded by a Joint Committee consisting of representatives of the Ministry of Education and of the principal Educational and Professional Bodies connected with Commerce. The award is based upon satisfactory attendance and homework records, and the passing of appropriate examinations at the end of each year of the course. The examining body is the Union of Lancashire and Cheshire Institutes.

Students on entry must have reached the age of 16 and (i) hold a General Certificate of Education (Ordinary level) in English and two other subjects from Mathematics, Geography, History, a language other than English, Science, Commerce, OR (ii) have passed some other examination of equivalent standard.

Holders of an Ordinary National Certificate in Business Studies may claim exemption from the Preliminary Examination and certain subjects of the Intermediate Examination of a number of professional bodies provided that candidates achieve an adequate percentage of marks in the O.N.C. examinations. This concession is already granted by the

Association of Certified and Corporate Accountants;
Institute of Bankers;
Chartered Institute of Secretaries;
Chartered Insurance Institute;
Corporation of Secretaries;
Institute of Cost and Works Accountants;
Institute of Export;
Institute of Municpal Treasurers and Accountants;
Institute of Transport.

Part-time Day Course

1st YEAR Group A

Room	Day	Time	Subject	Lecturer	Class No
B66	F	9.00–10.30	Economic History II	J. E. Varley	BA205
B66	F	10.45–12.15	Elements of Statistics	G. W. Cobham	BA112
B66	F	1.45–3.45	Accounting I	J. R. Meredith	BA114
B66	F	4.00–5.00	Structure of Commerce	B. Mellody	BA236

1st YEAR Group B

Room	Day	Time	Subject	Lecturer	Class No
B65	F	9.00–11.00	Accounting I	J. R. Meredith	BA237
B65	F	11.15–12.15	Structure of Commerce	B. Mellody	BA238
B65	F	1.45–3.15	Elements of Statistics	J. E. Varley	BA239
B65	F	3.30–5.00	Economic History II	J. E. Varley	BA240

2nd YEAR

B62	Tu.	6.15–8.15	English		BA209
B65	Th.	9.00–10.30	Principles of English Law	P. J. Gaule	BA129
B65	Th.	10.45–12.15	English (Extended Essay)	J. R. Topping	BA241
B65	Th	1.45–3.15	Accounting II	E. Schofield	BA113
B65	Th.	3.30–5.00	Economics	J. R. Topping	BA115

Evening Course

1st YEAR

B65	Tu.	6.15–7.45	Economic History II	B. Mellody	BA206
B65	Tu.	7.45–9.15	Structure of Commerce	B. Mellody	BA242
B61	W	5.45–7.15	Elements of Statistics	C. B. Lax	BA118
B63	W	7.15–9.15	Economic Geography	Mrs. E. J. G. Bairsto	*BA134
B56	Th.	7.15–9.15	Accounting I	P. Hancock	BA121

*Alternative to Economic History II

No course can be offered for the second year in the evenings only. Students can be accommodated in the Part-time Day/Evening course above.

HIGHER NATIONAL CERTIFICATE IN BUSINESS STUDIES (III)

This course is designed for students who wish to carry their studies beyond the stage of the Ordinary National Certificate whether or not they intend to seek a specialist professional qualification. The award is based upon satisfactory attendance and homework records, and the passing of the appropriate examinations at the end of each of the two years of the course.

Students must on entry (i) hold an Ordinary National Certificate in Business Studies or Commerce OR (ii) be otherwise suitably qualified. For this purpose a student will be expected to hold a General Certificate of Education at Advanced level in two subjects which in the opinion of the Principal are directly related with Business Studies, OR to have completed to the satisfaction of the Principal a preliminary course of study commenced after reaching the age of 18, and including a good working knowledge of at least two of the following subjects: Accounting, Economics and General Principles of Law.

Students must take Applied Economics in each year of the course and select TWO others from the subjects offered.

Part-time Day Course

1st YEAR

Room	Day	Time	Subject	Lecturer	Class No
B65	M	9.00–11.00	Commercial Law	E. Schofield	BA116
B65	M	11.15–12.15	Accounting III	E. Schofield	BA117
B65	M	1.45–2.45	Accounting III	E. Schofield	BA117
B65	M	3.00–5.00	Applied Economics I	J. E. Varley	BA170
B42/43	Tu.	7.15–9.15	Office Organisation		BA142
B65	W	7.00–9.00	Production Methods	E. Farnworth	BA200
B43	Th.	1.45–3.15	Application of Statistics	G. W. Cobham	BA111
	Th.	3.30–5.00	Costing I		BA243

2nd YEAR 1965/66

	M	3.00–5.00	Industrial Law	P. J. Gaule	
	W	9.00–11.00	Applied Economics II	J. R. Topping	
	W	11.15–12.15	Accounting IV		
	W	1.45–2.45	Accounting IV		
	W	3.00–5.00	Costing II, or		
	W	3.00–5.00	Human Relations	J. R. Meredith	
	W	7.15–9.15	Economics of Transport		
	Th.	6.15–7.15	Purchasing		
	F	10.45–12.15	Marketing		

Evening Course

1st YEAR

B44	M	6.15–7 45	Commercial Law, or	P. J. Gaule	BA125
B62	M	7.45–9.15	Industrial Law	P. J. Gaule	BA141
B63	Tu.	7.15–9.15	Costing I	R. Cocker	BA123
B42/43	Tu.	7.15–9.15	Office Organisation	P. Fitzhugh	BA142
	W	5.45–7.15	Application of Statistics		
B65	W	7.00–9.00	Production Methods	E. Farnworth	BA200
B66	Th.	7.15–9.15	Accounting III		BA128
B65	F	7.15–9.15	Applied Economics I		BA171

COMMERCIAL APPRENTICESHIP COURSE (II)

The Association of British Chambers of Commerce has launched a scheme for COMMERCIAL APPRENTICES to give a lead at national level to the need for more intensive general and professional commercial training, and it offers the award of a Diploma to such an apprentice on the successful completion of his apprenticeship.

The scheme is based upon a contract between employer and employee in which it is agreed that an organised five-year period of approved practical commercial training shall be undertaken, combined with a course of study which, during the first two years, will be based upon the National Certificate in Business Studies,

and during the next three years will be based either upon the Higher National Certificate in Business Studies, or upon the Intermediate and Final examinations of a professional body approved by the Commercial Apprenticeship Board.

The Preston & District Chamber of Commerce is affiliated to the Association, and will conduct the scheme in this area. Full information with reference to the Commercial Apprenticeship Scheme and specimens of the draft Articles can be obtained on application to T. R. Flintoff, Esq. M.B.E., The Secretary, The Chamber of Commerce, 49a Fishergate, Preston.

Courses of study to meet the requirements of the Commercial Apprenticeship Scheme are arranged at this College, based upon part-time day release for a minimum of one day per week (or its equivalent) together with some evening study as the curriculum expands.

Students follow the Part-time Day Course for the National Certificate in Business Studies set out previously. Second year students proposing to take the Institute of Cost & Works Accountants Part 1 examination must attend the following additional evening class:–

Room	Day	Time	Subject	Lecturer	Class No
B66	Tu.	7.00–9.15	Industrial Administration	P. Flatley	BA140

In the remaining years of the course students taking the Company Secretary's course will follow the three-year programme for their Final Examination, whilst students taking the Cost and Works Accountants' Course will prepare for Parts 2 to 5 of their professional examinations.

JOURNALISTS (I)

By special arrangement with the National Council for the Training of Journalists a two-year course is offered in preparation for the Council's Proficiency Test which takes place at the end of a student's three-year apprenticeship in the newspaper industry.

Students on entry to the course must have reached the age of 16 and hold the General Certificate of Education at Ordinary level in English, English Literature and at least one other subject in which the student may wish to specialise later on in his career.

At the end of the first year of the course students sit for an internal assessed examination in Newspaper Law and external examinations in the other subjects of the course. At the end of the second year of the course students sit for external examinations at a higher level in English and Shorthand.

1st YEAR

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B43	F	9.00–10.00	Shorthand	Mrs. B. D. Cave	BA244
B43		10.00–11.00	English	J. R. Topping	BA245
B43		11.15–12.15	Central and Local Government	J. E. Varley	BA246
B43		1.45–2.45	English	J. R. Topping	BA247
B43		2.45–3.45	Shorthand	Mrs. B. D. Cave	BA248
B43		4.00–5.00	Newspaper Law	P. J. Gaule	BA249

In addition, students may take an evening course in Typewriting.

2nd YEAR

Room	Day	Time	Subject	Lecturer	Class No
B13	Tu.	9.00–10.30	Printing and Typography	S. Hogg	A293
B65		10.45–12.15	Shorthand	Mrs. B. D. Cave	BA250
B65		1.45–3.15	Practical Journalism	C. Heywood	BA251
B65		3.30–5.00	English	Mrs. E. J. G. Bairsto	BA252

A copy of the explanatory leaflet summarising the training scheme and giving the regulations for admission can be obtained from the Director, The National Council for the Training of Journalists, 6 Carmelite Street, London, E.C.4.

TEACHERS' CERTIFICATES IN SHORTHAND AND TYPEWRITING (III)

These two courses are intended for students who have already developed a high degree of skill in these subjects, viz.: Shorthand 80–100 w.p.m. or Typewriting 35–40 w.p.m. The courses prepare students for the Certificate Examinations of the Royal Society of Arts.

A student may enrol for the Teachers' Certificate Course in both Shorthand and Typewriting, but the regulations of the R.S.A. prevent any candidate from qualifying for both certificates during the same examination series.

TEACHERS' CERTIFICATE IN TYPEWRITING—R.S.A.

Room	Day	Time	Subject	Lecturer	Class No
B66	M	6.15–7.15	Typewriting Technique and the Principles of Teaching Typewriting		BA253
B66		7.15–8.15	Principles of Teaching (General)		BA254

TEACHERS' CERTIFICATE IN SHORTHAND—R.S.A.

Room	Day	Time	Subject	Lecturer	Class No
B66	M	7.15–8.15	Principles of Teaching (General)		BA254
B66		8.15–9.15	Principles of Teaching Shorthand and the Principles of the Shorthand System		BA255

A copy of the regulations relating to these examinations may be obtained on application to the Examinations Officer, Royal Society of Arts, 18 Adam Street, Adelphi, London, W.C.2.

OFFICE SKILLS

These courses extend over a period of at least three years and at the end of each session students take the group course examinations of the U.L.C.I. or the R.S.A. English is an integral part of all first and second year courses in Shorthand and Typewriting. All students must include English both in their courses and in their examinations.

Part-time Day Courses

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B47	M	1.45–2.45	Typewriting I	Mrs. B. D. Cave	BA256
B61		2.45–3.45	English I	Mrs. E. J. G. Bairsto	BA257
B61		4.00–5.00	Shorthand (beginners)	Mrs. E. J. Georgeson	BA258
B47	F	1.45–2.45	Typewriting I	Mrs. B. D. Cave	BA259
B61		2.45–5.00	Shorthand (beginners)	Mrs. E. J. Georgeson	BA260

2nd YEAR (I)

B45	M	5.15–6.15	Shorthand 70/80 w.p.m.	Miss S. P. Simmons	BA261
B45		6.15–7.15	Typewriting II	Miss S. P. Simmons	BA262
B44	Tu.	1.45–2.45	Shorthand 70/80 w.p.m.	Miss S. P. Simmons	BA263
B49		2.45–3.45	Typewriting II	Miss S. P. Simmons	BA264
B49		4.00–5.00	Shorthand 70/80 w.p.m.	Miss S. P. Simmons	BA265
B49	Th.	1.45–2.45	English II	B. Mellody	BA266
B49		2.45–3.45	Typewriting II	Miss S. P. Simmons	BA267
B49		4.00–5.00	Shorthand 70/80 w.p.m.	Miss S. P. Simmons	BA268

3rd YEAR (I)

B48	Tu.	1.45–2.45	Shorthand 90/100 w.p.m.	Mrs. B. D. Cave	BA269
B47		2.45–3.45	Typewriting III	Mrs. B. D. Cave	BA270
B47		4.00–5.00	Shorthand 90/100 w.p.m.	Mrs. B. D. Cave	BA271
B48	W.	1.45–2.45	Shorthand 90/100 w.p.m.	Mrs. B. D. Cave	BA272
B47		2.45–3.45	Typewriting III	Mrs. B. D. Cave	BA273
B48/42		4.00–5.00	Office Practice	B. Mellody	BA274
B45	Th.	5.15–6.15	Shorthand 90/100 w.p.m.	Mrs. B. D. Cave	BA275
B45		6.15–7.15	Typewriting III	Mrs. B. D. Cave	BA276

Evening Courses

1st YEAR (I)

Group C

B47	M	5.15–6.15	English I	J. Beardsworth	BA277
B47		6.15–7.15	Typewriting I	Mrs. B. Pierce	BA278
B47	Th.	5.15–7.15	Typewriting I	Mrs. B. Pierce	BA279
B45	F	5.15–6.15	Typewriting I	Mrs. B. Pierce	BA280
B46		6.15–7.15	English I	J. Beardsworth	BA281

Group D

Room	Day	Time	Subject	Lecturer	Class No
B49	M	5.15–6.15	Typewriting I		BA282
B49		6.15–7.15	English I	J. Beardsworth	BA283
B49	Th.	5.15–7.15	Typewriting I		BA284
B46	F	5.15–6.15	English I	J. Beardsworth	BA285
B45		6.15–7.15	Typewriting I		BA286

Group E

B47	M	7.15–8.15	Typewriting II	C. Hill	BA287
B47		8.15–9.15	Shorthand (beginners)	C. Hill	BA288
B45	Tu.	7.15–9.15	Transcription	C. Hill	BA289
B47	Th.	7.15–8.15	Typewriting II	C. Hill	BA290
B47		8.15–9.15	Shorthand (beginners)	C. Hill	BA291

Group F

B49	M	7.15–8.15	Shorthand 50/60 w.p.m.	Mrs. J. B. Bushnell	BA292
B49		8.15–9.15	Typewriting II	Mrs. J. B. Bushnell	BA293
B49	Th.	7.15–8.15	Shorthand 50/60 w.p.m.	Mrs. J. B. Bushnell	BA294
B49		8.15–9.15	Typewriting II	Mrs. J. B. Bushnell	BA295
B45	F	7.15–9.15	Transcription	Mrs. J. B. Bushnell	BA296

2nd YEAR (I)

Group C

B47	Tu.	7.15–8.15	Typewriting II	Mrs. L. Stewart	BA297
B47	Tu.	8.15–9.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA298
B41	W	7.15–8.15	English II	Mrs. M. Kennedy	BA299
B41	W	8.15–9.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA300
B47	F	7.15–8.15	Typewriting II	Mrs. L. Stewart	BA301
B47	F	8.15–9.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA302

Group D

B49	Tu.	7.15–8.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA303
B49	Tu.	8.15–9.15	Typewriting II	Mrs. L. Stewart	BA304
B66	W	7.15–8.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA305
B66	W	8.15–9.15	English II	Mrs. M. Kennedy	BA306
B49	F	7.15–8.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA307
B49	F	8.15–9.15	Typewriting II	Mrs. L. Stewart	BA308

Group E

Room	Day	Time	Subject	Lecturer	Class No
B49	Tu.	5.15–6.15	Shorthand 70/80 w.p.m.		BA309
B49		6.15–7 15	English II		BA310
B49	W	5.15–6.15	Typewriting II	Mrs. M. Lindop	BA311
B49		6.15–7.15	Shorthand 70/80 w.p.m.		BA312
B49	F	5.15–6.15	Typewriting II	Mrs. M. Lindop	BA313
B49		6.15–7.15	Shorthand 70/80 w.p.m		BA314

3rd YEAR (I)

Group C

B49	W	7 45–9 15	Typewriting III	Mrs. E. Moon	BA315
B61	Th.	6.15–7.45	Shorthand 90/100 w.p.m.	Mrs. M. J. Butterfield	BA316
B42/63	F.	7.15–9.15	Office Practice	R. H. Birch	BA317

Group D

B47	W	6.15–7.45	Typewriting III	Miss O. M. Siddall	BA318
B61	Th.	7.45–9.15	Shorthand 90/100 w.p.m.	Mrs. E. E. Taylor	BA319
B42/63	F	7.15–9.15	Office Practice	R. H. Birch	BA317

Group F

B46	W	6.15–7.45	Shorthand 90/100 w.p.m.	Mrs. C. Woods	BA320
B49		7.45–9.15	Typewriting III	Mrs. E. Moon	BA315
B42/63	F	7.15–9.15	Office Practice	R H. Birch	BA317

Examination Notes

SHORTHAND 1

Paper 1 (20 minutes)

A passage of printed shorthand (in the Pitman's system only) with outlines appropriate to these speeds will be set for transcription into longhand.

Paper 2

One passage of two minutes duration and one passage of three minutes duration will be dictated at 50 words a minute.

One passage of two minutes duration and one passage of three minutes duration will be dictated at 60 words a minute.

Candidates may submit transcripts at 50 words a minute or at 60 words a minute but NOT at both speeds.

SHORTHAND 2 to 4

For each speed, the following commercial or general passages will be dictated :–

(i) One passage of 1 minute's duration. Interval of ½ minute.
(ii) One passage of 1 minute's duration. Interval of ½ minute.
(iii) One passage of 2 minutes' duration. Interval of 1 minute.
(iv) One passage of 4 minutes' duration.

Within each of the following grades, candidates may submit transcripts at one of the speeds, but NOT both.

Shorthand Grade II . .	70–80 words per min.
Shorthand Grade III	90–100 words per min.
Shorthand Grade IV	110–120 words per min.
Shorthand Grade V . .	130–140 words per min.
Shorthand Grade VI	150–160 words per min.

Note.—There will be an interval of 1 minute between the dictation of the passages at the lower speed and the dictation of the passages at the higher speed.

SHORTHAND TYPISTS' PROFICIENCY CERTIFICATE

This proficiency certificate is offered by the U.L.C.I. to candidates who pass at one sitting an integrated examination in English, Shorthand and Typewriting. There will be one examination of 3 hours' duration and the answers to all questions will be typewritten. Candidates will be required to pass in both Section A and Section B :–

Section A will include questions to test the candidates' ability to use English.

Section B will include :–

(i) Dictation and transcription of (a) two letters each of 80 words, (b) one letter of 160 words, (c) one report of 320 words, all dictated at 80 words per minute.
(ii) A letter (with envelope) or circular composed from notes dictated at 60 w.p.m. (Carbon copy may be required).
(iii) A manuscript tabulation of a standard comparable with that in Grade II Typewriting.

SECRETARIAL DIPLOMA COURSE (II)

This diploma in offered by the U.L.C.I. to candidates who pass the examination at one sitting in :–

(i) Private Secretarial Work and Office Organisation, and
(ii) Shorthand (130 w p.m.) with Advanced Typewriting.

The examination in Shorthand with Advanced Typewriting will be divided into two sections and candidates will be required to pass in both Section A and Section B.

Section A

Dictation and typewritten transcription of (a) a letter of 65 words at 130 w.p.m., (b) a letter of 130 words at 130 w.p.m., (c) a letter of 240 words at 120 w.p.m., (d) a report (four minutes' duration at 120 w.p.m.).

Section B

(a) A typewriting speed test at 50 w.p.m. for 10 minutes, (b) a letter composed from dictated notes of reply, (c) a manuscript tabulation.

Examination Notes

(1) Marks will be allocated as follows:–

Section A		Section B	
Transcription:			
65-word letter	10	Speed Test	30
130-word letter	15	Letter composed from dictated notes	30
240-word letter	25	Manuscript Tabulation ..	40
Report	35		
Display	15		
	100		100

(2) Candidates will be permitted to use English dictionaries.

Group E

Room	Day	Time	Subject	Lecturer	Class No
B42/43	Tu.	7.15–9.15	Private Secretarial Work and Office Organisation	P. Fitzhugh	BA142
B47	W	7.45–9.15	Typewriting IV	Mrs. P. Hutchinson	BA321
B46	Th.	7.15–9.15	Shorthand IV, or	Mrs. C. Higgins	BA322
B43		6.15–8.15	Shorthand V	Miss S. P. Simmons	BA323

Students who do not propose to offer themselves for the full diploma may join the course provided that that they can already write shorthand at 100 w.p.m.

TYPISTS' COURSE (I)

This course is intended to prepare students for the Copy-Typists' Certificate of the Union of Lancashire and Cheshire Institutes.

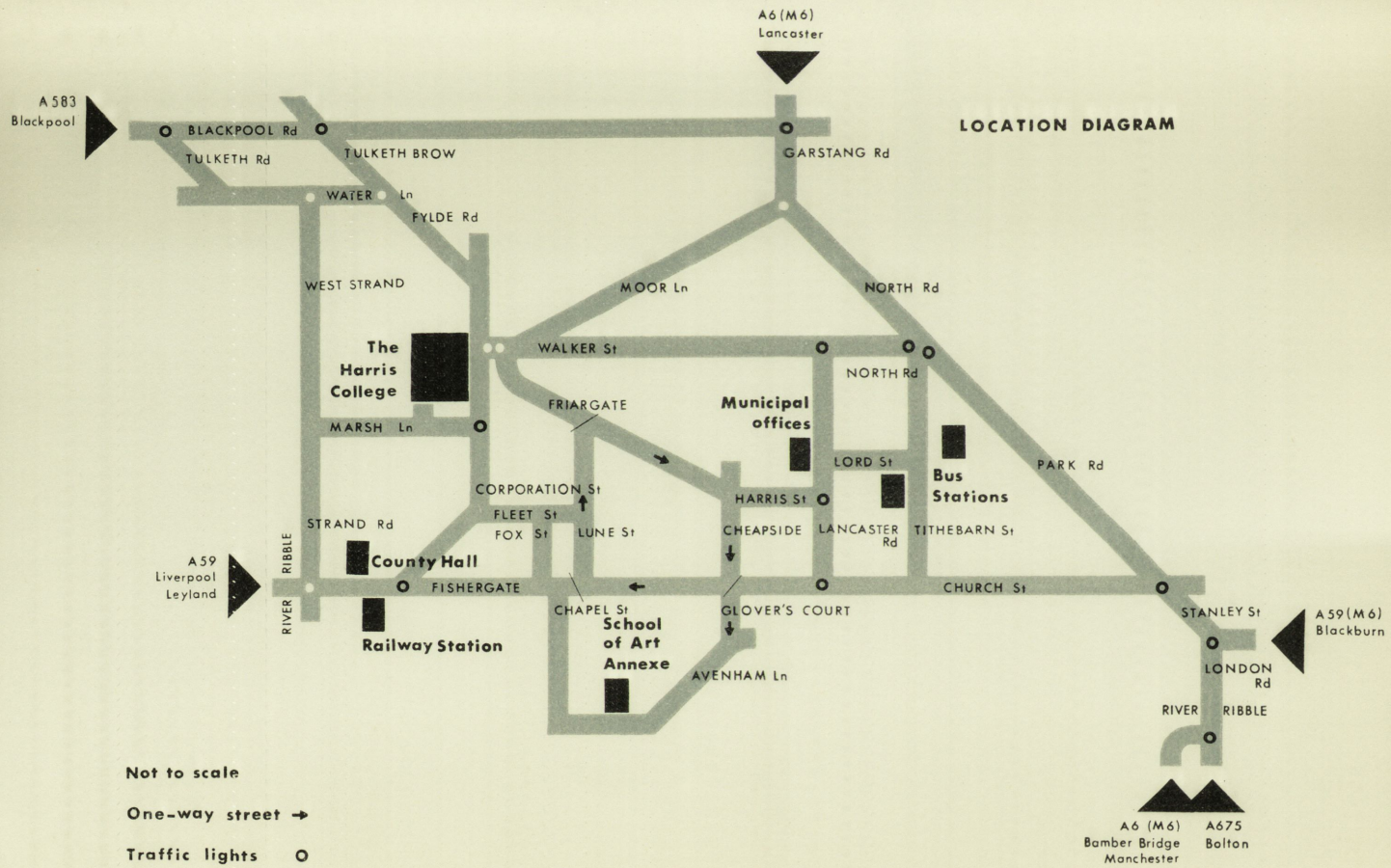
Students who do not wish to learn to write shorthand may select the English and Typewriting classes from the Part-time Day Shorthand Typists' Courses.

Students preparing for the Clerk-Typists' Certificate examination of the Royal Society of Arts should take additional classes in Arithmetic as they must pass in Arithmetic, English and Typewriting at the same series of R.S.A. examinations.

Evening Course

1st YEAR

Room	Day	Time	Subject	Lecturer	Class No
B47	Tu.	5.15–7.15	Typewriting and English in Commercial Practice I	W. Burton	BA324
B47	F	5.15–7.15	Typewriting and English in Commercial Practice I	W. Burton	BA325


LOCATION DIAGRAM
A6 (M6)
Lancaster
A583
Blackpool
BLACKPOOL Rd
TULKETH Rd
TULKETH BROW
GARSTANG Rd
WATER Ln
FYLDE Rd
WEST STRAND
MOOR Ln
NORTH Rd
The Harris College
WALKER St
NORTH Rd
FRIARGATE
Municipal offices
MARSH Ln
LORD St
Bus Stations
PARK Rd
CORPORATION St
HARRIS St
FLEET St
STRAND Rd
FOX St
LUNE St
CHEAPSIDE
LANCASTER Rd
TITHEBARN St
A59
Liverpool
Leyland
RIBBLE
County Hall
FISHERGATE
CHURCH St
RIVER
CHAPEL St
GLOVER'S COURT
STANLEY St
A59 (M6)
Blackburn
Railway Station
School of Art Annexe
AVENHAM Ln
LONDON Rd
RIVER RIBBLE
Not to scale
One-way street
Traffic lights
A6 (M6)
Bamber Bridge
Manchester
A675
Bolton

Head of Department

J. J. BETTS, B.Sc.(Lond), Ph.D.(Cantab.), Ph.D.(Birm.), F.R.I.C.

THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF CHEMISTRY AND BIOLOGY

Corporation Street, Preston, Lancs.
Telephone: Preston 51831–5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-seven members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, and nine members representative of industry and commerce.

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A. Lewis E
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J. McRory M
M. J. Manning, B.Sc.(Eng.) M

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D. P. Marples, D.C.C.	G
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R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T.D. M.I.M.I.	
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
A. G. Parker, M.Sc.	M
H. C Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
F. K. Pearson, A.M.I.M I.	M
L. Penrice, A.R.C.A.	A
A. D. Powell, F.R.S.A.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B., A.I.Struct.E.	B
L. J. Pulford, A.R.San.I.	B
G. T. Ramsden	M
K. Red ouse, A.I.O.B., M.R.S.H.	B
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Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
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C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
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J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, N.D.D., Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
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J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H.	B
F. Walmsley	E
T. D. Walshaw, D.L.C.(Eng. Hons), B.Sc.(Eng.), M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
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W. Watson, B.Sc.(Eng.)	P
J. B. Wignall, B.A.	P
K. E. Wilder	M
R. Wood, A.M.I.Mech.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

A. R. Hammond (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Mrs. B. M. Crook
Mrs. E. Duckett
Miss M. A. Hoskinson
Miss J. Longley
Miss E. Shillito
Miss V. A. Smith
Mrs. C. Taylor
Miss J S. Webster

Telephonists:

Mrs. P. B. Bamford
Miss G. Stobbart

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

G. W. Robinson (Chief Engineer)
R. Holmes (Assistant Engineer)
E. Davis (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
G. Dawes
M. Fergus
R. Fletcher
J. Greenhalgh
W. R. Jones
W. Pullen
L. Sharples
K. Wharton

Nightwatchmen:

T. Lane
R. Smith

Avenham Premises:

J. Crane (Caretaker)
C. C. H. Farrer (Assistant Caretaker)

CALENDAR

1964

Thursday	10th September	General Staff Meeting, 10.30 a.m.
Monday	14th September	Enrolment, first day
Tuesday	15th September	Enrolment, second day
Wednesday	16th September	Enrolment, last day
Monday	21st September	All day and evening classes commence for Autumn term
Friday	18th December	All departments close for Christmas after evening classes

1965

Monday	4th January	All classes re-open for Spring term
Tuesday	16th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	9th April	All departments close for Easter after evening classes
Monday	26th April	All classes re-open for Summer term
Friday	4th June	All departments close for Whitsuntide after evening classes
Monday	14th June	All classes re-open
Friday	2nd July	All classes close: end of session
Friday	9th July	End of term: submission of reports

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Enrolment dates:	**Enrolment times (each day):**
Monday, 14th September, 1964	**10.0 a.m. to 12.30 p.m.**
Tuesday, 15th September, 1964	**1.30 p.m. to 4.30 p.m.**
Wednesday, 16th September, 1964	**5.30 p.m. to 8.30 p.m.**

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

A Block

College Office and enquiries

B Block

School of Art (B9 and B10)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48 and B49)
Language and Social Studies Department (B52)

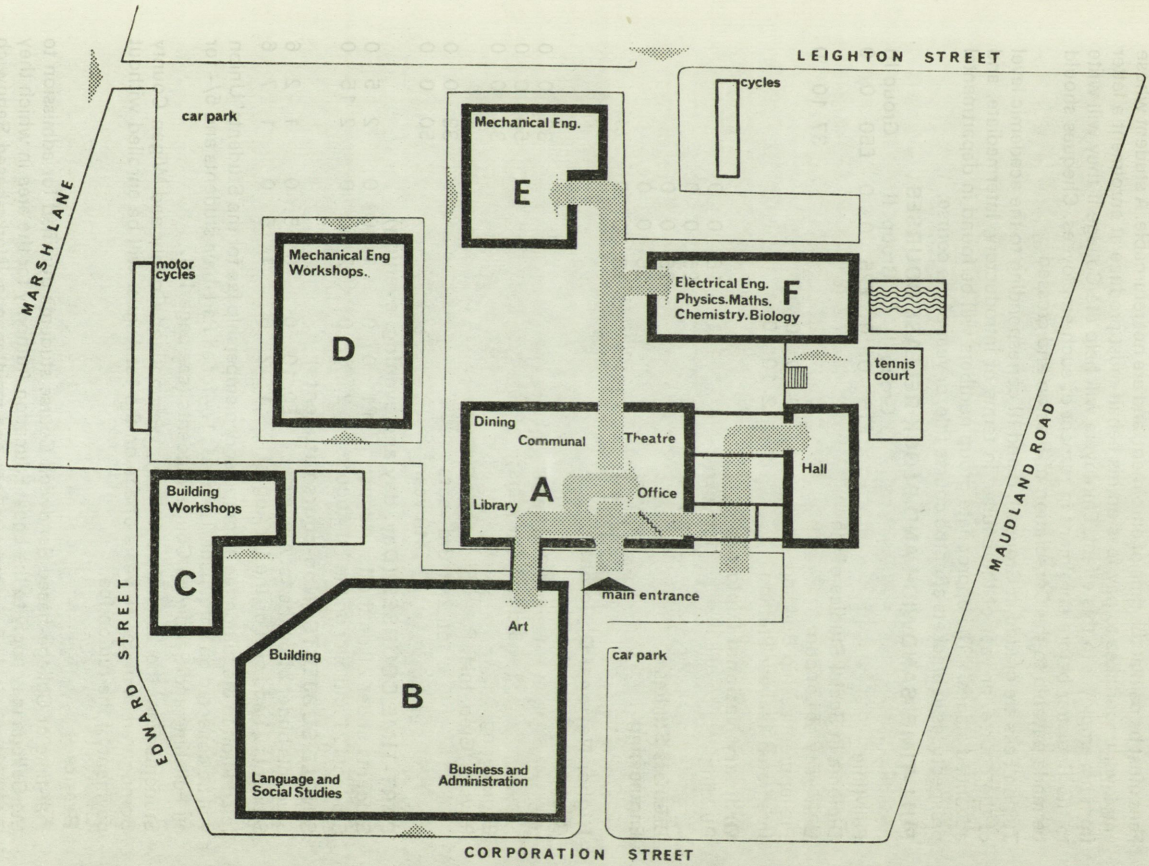
E Block

Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block

Chemistry and Biology Department (F35 and F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
Mechanical Eng.
E
MARSH LANE
motor cycles
Mechanical Eng Workshops.
D
Electrical Eng.
Physics.Maths.
Chemistry.Biology
F
tennis court
Dining
Communal
Theatre
Hall
Building Workshops
C
Library
A
Office
main entrance
MAUDLAND ROAD
EDWARD STREET
Art
Building
B
car park
Language and Social Studies
Business and Administration
CORPORATION STREET

FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Employers will help the College if they will write to the Registrar before enrolment in respect of such employees. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded in Groups I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate group numbers will be found in departmental prospectuses in brackets after the course title, or year of the course.

FULL-TIME, SANDWICH AND BLOCK RELEASE COURSES

	Group I	Group II	Group III
Full-time	£15 0 0	£25 0 0	£50 0 0
Diploma in Social Studies of the University of London			37 10 0
Pre-apprenticeship Building	10 0 0		
Integrated 1st year Printing	12 10 0		
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Business Studies		25 0 0	
Engineering 1st year		25 0 0	
2nd year		18 0 0	
Higher National Diplomas:			
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st, 2nd, 3rd years			33 0 0
4th year			50 0 0
PART-TIME COURSES (Day, day and evening, evening)			
Students under 21 on the 1st August	£1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS (Non-course students)			
Students under 21 on the 1st August	£0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

In addition to the tuition fee a compulsory membership fee for the Students' Union will be collected on enrolment. The fee is 1/– for all Part-time students and 5/– for all Full-time and Sandwich Course students (see page 16).

Students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Grants

Full-time or College-based Sandwich Course students qualified for admission to the College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable Suspended or excluded students automatically lose membership of the Student's Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will be notified of the absence of their employees, and will receive copies of students' sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid at the time of entry.

Students will not be informed individually of the last dates of entry, but these will be published on departmental notice boards together with timetables of examinations. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	18th December, 1964
Union of Lancashire and Cheshire Institutes series A	21st January, 1965
General Certificate of Education papers	12th February, 1965
Union of Lancashire and Cheshire Institutes series B and C	5th February, 1965
Assessed papers for National Certificate courses, including endorsements	5th February, 1965
City and Guilds of London Institute	19th February, 1965
Royal Society of Arts Summer series	7th May, 1965

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £2 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 5/- per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two or three-year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following :—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he ha thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges.

At the request of the students the Harris Council has agreed that all students enrolled shall automatically become members of the Students' Union, and the Council has authorised the College Registrar to collect the compulsory membership fee from each student at enrolment.

The fee is 5/- for full-time students, 1/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies.

Officers of the Students' Union:

President :	Mr. R. Pearson.
Vice-President :	Mr. R. D. Johnson
Secretary:	Mr. F. Pearson.
Student Treasurer:	Mr. A. M. H. Cook.
Hon. Treasurer:	Mr. D. P. Marples.

Dances and other major social events are regularly arranged in the College and in the town. A new Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides new and improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides new administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

A new and unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Fk.	Fishwick County Secondary School
Ty.	Trinity County Secondary School
D.M.S.	P.O. Engineers Offices and Stores, Deepdale Mill Street
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A.
G. W. Smith

Librarian Assistants: Miss J. A. Clarkson
Miss C. M. Rogers

The College Library which is available to all students for reference purposes, has at present a stock of some 11,000 books, together witn several thousand bound volumes of periodicals. 320 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturer in Physical Education: D. P. Marples, D.C.C.

Part-time staff:

Miss E. Bowman
A. Crowther
J. Gridley, A.G.A.
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley, A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Badminton
Basket ball
Canoeing and sailing
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc. (in the Isle of Skye).

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged in vacation periods.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 1/– will be payable.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1964.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF CHEMISTRY AND BIOLOGY

Telephone – Preston 51831–5 Ext 9

Head of Department

J. J. Betts, B.Sc.(Lond.), Ph.D.(Cantab.), Ph.D.(Birm.), F.R.I.C.

FULL-TIME STAFF

Senior Lecturers in Chemistry

J. Donnelly, B.Sc.
G. Jones, B.Sc., Ph.D.
J. L. Latham, B.Sc., Ph.D., F.R.I.C.
C. A. Russell, M.Sc., Ph.D., F.R.I.C.

Lecturer in Biology

H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol.

Lecturers in Chemistry

S. Blake, B.A., Ph.D.
D. A. Jenkins, M.Sc., A.R.I.C.
D. J. Marks, B.Sc., Ph.D.
G. Newton, B.Sc., Ph.D.
J. Taylor, B.Sc., Ph.D.

Lecturer in Metallurgy

A. Ottewell, B.Sc., A.I.M.

Assistant Lecturers

S. Britland, B.Sc.
W. H. Rothwell, B.Sc.
A. Sherrington, A.R.I.C.

PART-TIME STAFF

G. Armstrong, M.P.S.
B. Barnes, B.Sc.
L. R. Bays, B.Sc., A.R.I.C.
J. P. Betts, B.Sc.
G. Butters, A.R.I.C.
G. Clarke, A.R.I.C.
A. N. Edmondson, F.R.I.C.
P. Emmott, B.Sc., Ph.D., A.R.I.C.
D. R. Evans
M. Hayes, B.Sc., A.R.I.C.
R. J. Holt, B.Sc.
M. R. Jones, B.Sc.
J. S. Kay
W. E. Laird, B.Sc., Ph.D.
D. H. Locke, B.Sc., Ph.D.
J. C. Mathews, B.Sc., Dip.Ed.
A. Nelson, A.R.I.C.
F. Ramsden, F.I.M.L.T.
W. Robertson, M.B., Ch.B., D.P.H.
E. Rogers, A.R.I.C.
H. O. Waring, B.Sc., A.R.I.C. A.I.M.
D. W. White, B.Sc., F.R.I.C.
R. E. Wilson, B.Sc., F.R.I.C.
B. A. Wolstenholme, B.Sc.

LABORATORY STAFF

Chief Laboratory Technician

T. Nicol

College Glassblower

D. R. Evans

Laboratory Technicians

A. Moncrief
A. Patel
V. Seddon
Mrs. P. Cairns
Vacancy

IMPORTANT DATES

1964

September 28th	Sandwich courses begin.
November 6th/7th	Course on the American Biological Sciences Curriculum.

1965

February 19th/20th	Course on Outline of Practical Chemistry for the new J. M. B. Syllabus.
March 26th	End of College Period for Sandwich Students.
March 29th	Industrial Training Period for Sandwich Course Students begins.
May 21st/22nd	Course on the use of Optical Rotatory Dispersion in Organic Chemistry.
September 10th	Industrial Training Period for Sandwich Course Students ends.

LIST OF COURSES

Full Time and Sandwich page

Graduateship of the Royal Institute of Chemistry (Sandwich) 95
Higher National Diploma in Chemistry 95
Graduateship of the Royal Institute of Chemistry (Full Time) 99
General Certificate of Education: Advanced Level 100

Part Time Day

Graduateship of the Royal Institute of Chemistry 102
Licentiateship of the Royal Institute of Chemistry 103
Higher National Certificate in Chemistry 103
Ancillary Subjects for the Royal Institute of Chemistry 105
Institute of Medical Laboratory Technology: Intermediate 106
Ordinary National Certificate in Chemistry 107
Ordinary National Certificate in Metallurgy 108
General Certificate of Education: Advanced Level 108
General Certificate of Education: Ordinary Level 109
Dispensing Assistants. Society of Apothecaries Certificate 110

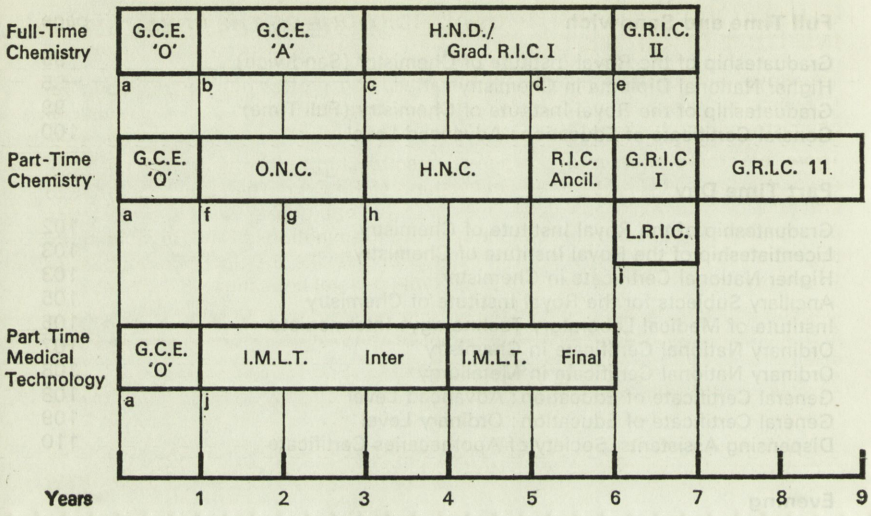
Evening

Institute of Medical Laboratory Technology: Final, Bacteriological Techniques 110
Diploma in Nursing of the University of London 111
Ancillary Subjects for the Royal Institute of Chemistry 111
Ordinary National Certificate in Chemistry 111
Ordinary National Certificate in Metallurgy 112
General Certificate of Education: Advanced Level 112
General Certificate of Education: Ordinary Level 113
Horticulture 113
Natural History and Field Studies 114

Special Courses

The American Biological Sciences Curriculum Study 114
An Outline of Practical Chemistry for the New J.M.B. Syllabus 114
The Use of Optical Rotary Dispersion in Organic Chemistry 114
Research Courses leading to M.Sc. and Ph.D. degrees 114

QUALIFICATIONS FOR ENTRY TO COURSES



(a) School until 16, some G.C.E. (Ordinary) subjects an advantage.

(b) G.C.E. (Ordinary) in Chemistry, Physics, Mathematics and English; an 'Arts' or a Language subject for those students working for a professional qualification.

(c) G.C.E. Ordinary in Chemistry, Physics, Mathematics, English, and an 'Arts' subject; Good G.C.E. (Advanced) in Chemistry; Study of Physics and Mathematics to at least one year full-time beyond G.C.E. (Ordinary) level.

(d) H.N.C. in Chemistry; G.C.E. (Ordinary) in English and an 'Arts' subject.

(e) Grad. R.I.C. Part 1. Passes in Mathematics and Physics and a third ancillary subject.

(f) G.C.E. (Ordinary) in Chemistry, Physics, Mathematics, English.

(g) G.C.E. (Ordinary) in Physics, Mathematics, English; G.C.E. (Advanced)in Chemistry and one other subject.

(h) G.C.E. (Ordinary) in Chemistry, Physics, Mathematics, English and an 'Arts subject if L.R.I.C. is contemplated; G.C.E. (Advanced) in Chemistry and two other subjects, usually Physics and Mathematics. O.N.C. in Chemistry plus an 'Arts' subject and English at G.C.E. Ordinary level.

(i) H.N.C. in Chemistry; R.I.C. Ancillary subjects Physics and Mathematics, G.C.E. (Ordinary) in English and an 'Arts' subject.

(j) G.C.E. (Ordinary) in Mathematics, English, a Science subject and one other subject.

FULL-TIME/SANDWICH COURSE

GENERAL INFORMATION OF QUALIFICATIONS OF THE ROYAL INSTITUTE OF CHEMISTRY

The Royal Institute of Chemistry is the qualifying professional organisation for Chemists, including those engaged on the advancement, teaching, and practice of chemistry and in the applications of the science in industry and the public service.

There are three grades of corporate membership, Licentiateship (L.R.I.C.), Associateship (A.R.I.C.) and Fellowship (F.R.I.C.). The qualifications to enter the Licentiate or Associate grades are: (a) one or two years in the practice of chemistry ; (b) success in either qualifying examinations of the Royal Institute of Chemistry or examinations of associated bodies like the Joint Committee for Chemistry, or of Universities ; (c) acceptable general education.

General education requirements for both grades are : G.C.E. (Ordinary) level in English Language, Elementary Mathematics, and at least one "art" and two science subjects or *vice versa*.

Academic requirements for admission to Licentiateship may be any of the following :—

(i) H.N C. in Chemistry, Ancillary Mathematics and Physics, satisfactory completion of an approved post-H N.C. course in a field of applied or pure chemistry, the final examination being externally assessed

(ii) Qualified for entry to, and passed Part I of the Graduate Membership (Grad. R.I.C.) examination, subject to evidence of having pursued an appropriate course of practical work and having passed an approved practical examination.

(iii) Degree in Science at a British University with Chemistry as the main subject.

Academic requirements for admission to the Associateship may be either :—

(i) G.C.E. (Advanced) level Chemistry, or O.N.C. (Chemistry) Ancillary Mathematics and Physics, success in Part I of the Graduate Membership of the Royal Institute of Chemistry examination, a third Ancillary subject, *e.g.* Metallurgy, success in Part 2 of the Grad. R.I.C. examination.
or

(ii) Honours degree in Chemistry with either a First Class or Upper Second Class Honours pass.

HIGHER NATIONAL DIPLOMA, LICENTIATESHIP AND ASSOCIATESHIP OF THE ROYAL INSTITUTE OF CHEMISTRY (Sandwich Course)

This cou se is a Sandwich Course of four years duration leading to the final professional examination of the Royal Institute of Chemistry.

In each of the first two years, students will spend alternate periods in industry and in full-time study at the College, *e.g.*

College—October to April.
Industry—April to October

(A part-time evening course and one residential week-end course will be arranged during this period).

The College will be responsible for placing students in suitable employment with selected firms during their industrial training period.

The third and fourth years of the course will consist of nine months full-time study at the College.

Examination and Awards

On the successful conclusion of the first three years of the course, students will qualify for the award of a Higher National Diploma in Chemistry by an internal examination. Good marks in the examination will gain exemption from Grade R.I.C. Part I. Students may also take the June examination for Part I of the Graduate Membership of the Royal Institute of Chemistry. Success in the Part I examination will enable the student to claim exemption from the qualifying examinations of the Licentiateship of the Royal Institute of Chemistry.

At the end of the fourth year of the course students will take the Part II examination for the Graduate Membership. The standard of this examinat on is equivalent to that of a good honours degree in Chemistry and is recognised by most Universities as a qualification for entry to their research schools and subsequent awards of higher degrees.

Conditions of Entry

Candidates for entry to the first year of the course must have passed the General Certificate of Education at Ordinary Level in Mathematics, English Language, one Arts subject, one Science subject (other than Chemistry).

and

either General Certificate of Education Advanced Level Chemistry—together with the study of Mathematics and Physics to one year beyond the (O) level syllabus ;

or Possess an Ordinary National Certificate in Chemistry and one other G.C.E. (O) level subject in addition to the four above.

for further details and application forms, intending students should consult the Head of Department.

1st YEAR (III)

Inorganic Chemistry: Chemical bonding, atomic structure, valency, further study of typical elements radiochemistry.

Organic Chemistry: Electronic theory of organic chemistry and its application, stereo-chemistry I.

Physical Chemistry: Thermodynamics, First Law, Quantum Theory and Spectrophotometry, Kinetic-Molecular Theory of Gases, electrochemistry.

Room	Day	Time	Subject	Lecturer	Class No
F38	M	9.00–10.00	Organic Theory	C. A. Russell	C1
F35		10.00–11.00	Tutorial	G. Newton	C2
F38		11.00–12.00	Inorganic Theory	A. Sherrington	C3
F38		1.30–2.30	Physical Theory	S. Britland	C4
F40		2.30–5.30	Organic Practical	S. Blake	C5

Room	Day	Time	Subject	Lecturer	Class No
F41·46	Tu.	9.00–12.15	Chemistry Practical	D. J. Marks	C6
F45		1.45–2.45	Inorganic Tutorial	A. S. Sherrington	C7
F35		2.45–3.45	Liberal Studies		S107
F35·11		3.45–5.15	Glass Blowing/ Tutorial	D. J. Marks	C8
B51	W	9.00–10.00	Physics Theory	F. R. Dean	P155
F38		10.00–11.00	Organic Tutorial	C. A. Russell	C9
B51		11.00–12.30	Mathematics		P156
F41·46	Th.	9.00–12.15	Chemistry Practical	J. L. Latham	C10
F11		1.45–3.15	Mathematics	K. E. Farrer	P157
F35		3.15–4.15	Physical Tutorial	J. J. Betts	C11
		4.15–5.15	Physics Theory	F. R. Dean	P158
F26	F	9.00–10.30	Mathematics		P159
Lib.		10.30–11.15	Tutorial	S. Britland	C12
B46		11.15–12.15	Liberal Studies		S175
F33		1.45–3.15	Physics Theory	F. R. Dean	P160
F18		3.15–5.15	Physics Practical	F. R. Dean	P161

2nd YEAR (III)

Inorganic Chemistry: Transition elements, co-ordination compounds, carbonyls, Interhalogens.

Organic Chemistry: Aromatic Chemistry, Stereochemistry 2.

Physical Chemistry: Thermodynamics (Second and Third Laws), Electrochemistry (Galvanic Cells), Phase Equilibria, Reaction Kinetics.

F34	M	9.00–11.00	Metallurgy Practical	A. Ottewell	C13
F36		9.00–11.00	Microbiology Practical	H. E G. Emmett	C14
F35		11.00–12.15	Physical Tutorial	J. J. Betts	C15
F27		1.45–3.45	Statistics	R. E. Bee	P162
F35		3.45–5.00	Metallurgy Theory	A. Ottewell	C16
F37		3.45–5.00	Microbiology	H. E G. Emmett	C17
F35	Tu.	9.00–10.00	Theoretical Chemistry	G. Jones	C18
F38		10.00–11.00	Liberal Studies		S98
F45		11.00–12.15	Inorganic Tutorial	J. Donnelly	C19
F41/46		1.45–5.15	Chemistry Practical	J. Taylor	C20
F40	W	9.00–12.15	Organic Practical	G. Newton	C21
F38	Th.	9.00–10.00	Inorganic Theory	J. Taylor	C22
F35		10.00–11.00	Chemistry Tutorial	D. A Jenkins	C23
F38		11.00–12.15	Physical Theory	D. A. Jenkins	C24
F38		1.45–2.45	Organic Theory	G. Newton	C25
F45		2.45–3.45	Chemistry Tutorial	C. A. Russell	C26
F45		3.45–5.00	Chemistry Tutorial	G. Jones	C27
F35	F	9.00–10.00	Metallurgy Theory	A. Ottewell	C28
F45		9.00–10.00	Microbiology	H. E. G. Emmett	C29
F45		10.00–11.15	Organic Tutorial	C. A. Russell	C30
B62		11.15–12.15	Liberal Studies		S175
F41/46		1.45–5.15	Chemistry Practical	J. J. Betts	C31

3rd YEAR (3)

Inorganic Chemistry: Comparative Chemistry of the Groups, review and extension of theoretical chemistry.

Organic Chemistry: Alicyclic and Heterocyclic Chemistry, Stereochemistry 3.

Physical Chemistry: Extension of Thermodynamics, Surface and Colloid Chemistry, Thermodynamics of solutions.

Room	Day	Time	Subject	Lecturer	Class No
F41/46	M	9.00–12.15	Chemistry Practical	J L. Latham	C32
F35		1.45–2.45	Physical Tutorial	J. J. Betts	C33
F38		2.45–4.15	Tutorial	C. A. Russell	C34
F38		4.15–5.15	Organic Tutorial	G. Newton	C35
F38	Tu.	9.00–10.00	Physical Theory	D. A. Jenkins	C36
F38		10.00–11.00	Liberal Studies		S98
F38		11.00–12.00	Organic Theory	D. W. White	C37
F38		1.30–2.30	Inorganic Theory	J. Donnelly	C38
F34		2.30–5.15	Metallurgy Practical	A. Ottewell	C39
F41/46	W	9.00–12.00	Chemistry Practical	G. Jones	C40
F35		12.00–1.00	Metallurgy Theory	A. Ottewell	C41
Lib.	Th.	9.00–11.15	Library Tutorial	A. Sherrington	C42
B41		11.15–12.15	Metallurgy Theory	A. Ottewell	C43
F45		1.45–2.45	Theoretical Chemistry	G. Jones	C44
Lib.		2.45–4.15	Library Tutorial	J. Donnelly	C45
F35		4.15–5.15	Inorganic Tutorial	J. Donnelly	C46
B50	F	9.00–11.00	Industrial Administration	W. E. Evison	BA361
B44		11.15–12.15	Liberal Studies		S175
F40		1.45–5.15	Organic Practical	C. A. Russell	C47

4th YEAR (III)

F45	M	9.00–10.00	Inorganic Theory	J. Donnelly	C48
F38		10.00–11.00	Tutorial	G. Jones	C49
F45		11.00–12.00	Organic Theory	D. W. White	C50
F45		1.30–2.30	Physical Theory	J. L. Latham	C51
Lib		2.30–4.15	Library Tutorial	J. Donnelly	C52
Lib		4.15–5.15	Library Tutorial	C. A. Russell	C53
F45	Tu.	9.00–10.00	Organic Theory	C. A. Russell	C54
F40		10.00–1.00	Organic Practical	D. W White/ G. Newton	C55
F40		1.00–5.15	Organic Practical	D. W. White	C56
F35	W	9.00–10.00	Physical Theory	J. J. Betts	C57
Lib		10.00–11.00	Library Tutorial	D. J. Marks	
F38		11.00–12.15	Inorganic Tutorial	J. Donnelly	C59
F41/46	Th.	9.00–12.15	Chemistry Practical	J. Donnelly	C60
F35		1.45–2.45	Inorganic Theory	J. Taylor	C61
F38		2.45–3.45	Tutorial	G. Jones	C62
F38		3.45–5.15	Organic Tutorial	C. A. Russell	C63
F41/46	F	9.00–12.15	Chemistry Practical	J. L. Latham	C64
F45		1.45–2.45	Physical Tutorial	J. L. Latham	C65
F45/Lib		2.45–4.15	Library Tutorial	J. Donnelly	C66
F45		4.15–5.15	Theoretical Chemistry	G. Jones	C67

GRADUATE MEMBERSHIP OF THE ROYAL INSTITUTE OF CHEMISTRY

Full-time Post Higher National Certificate Course

This course is a full-time course of two years duration, leading to the final professional examination of the Royal Institute of Chemistry.

Examination and Awards

At the end of the first year of the course, students will take the June examination for Part 1 of the Graduate Membership of the Royal Institute of Chemistry. Success in this examination will enable students to claim exemption from the qualifying examinations of the Licentiateship of the Royal Institute of Chemistry.

The Part 2 examination for Graduate Membership will be taken at the end of the second year of the course. This examination takes place in September. The standard of the examination is that of a good honours degree in Chemistry and is recognised by most Universities as a qualification for entry to their research schools and subsequent awards of higher degrees.

Conditions of Entry

Candidates for entry to the first year of the course must have passed the General Certificate of Education at Ordinary level in Mathematics, English Language, one Arts subject, one Science subject (other than Chemistry), and possess Higher National Certificate in Chemistry.

The Royal Institute of Chemistry requirements with regard to ancillary Mathematics and Physics at the equivalent of General Certificate of Education, Advanced Level, will be dealt with during the first year of this course.

Candidates for entry to the Second Year of the course must have passed the Grad. R.I.C. Part 1 examination and either have passed the Third ancillary subject or else have studied it for one year.

Further details may be obtained from the Head of Department.

1st YEAR

Examinations in Physics and Mathematics will be held about Easter 1964 and the Grad. R.I.C. Part 1 examination in June 1964.

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
F41/46	M	9.00–12.15	Chemistry Practical	J. L. Latham	C32
F35		1.45–2.45	Physical Tutorial	J. J. Betts	C33
F38		2.45–4.15	Tutorial	C. A. Russell	C34
F38		4.15–5.15	Organic Tutorial	G. Newton	C35
F38	Tu.	9.00–10.00	Physical Theory	D. A. Jenkins	C36
F38		10.00–11.00	Liberal Studies		S198
F38		11.00–12.00	Organic Theory	D. W. White	C37
F38		1.30–2.30	Inorganic Theory	J. Donnelly	C38
F34		2.30–5.15	Metallurgy Practical	A. Ottewell	C39
B51	W	9.00–10.00	Physics Theory	F. R. Dean	P156
Lib		10.00–11.00	Tutorial		C45
B51		11.00–12.00	Mathematics		P150
F35		12.00–1.00	Metallurgy Theory	A. Ottewell	C41

Room	Day	Time	Subject	Lecturer	Class No
Lib	Th.	9.00–11.15	Library Tutorial	J. J. Betts	C42
B41		11.15–12.15	Metallurgy Theory	A. Ottewell	C43
F45		1.45–2.45	Theoretical Chemistry	G. Jones	C44
Lib		2.45–4.15	Library Tutorial	J. Donnelly	C45
F35		4.15–5.15	Inorganic Tutorial	J. Donnelly	C46
F26	F	9 00–10.30	Mathematics		P159
Lib		10.30–12.15	Tutorial		
F33		1.45–3.15	Physics Theory	F. R. Dean	P160
F18		3.15–5.15	Physics Practical	F. R. Dean	P161

2nd YEAR (III)

F45	M	9.00–10.00	Inorganic Theory	J. Donnelly	C48
F38		10.00–11.00	Tutorial	G. Jones	C49
F45		11.00–12.00	Organic Theory	D. W. White	C50
F45		1.30–2.30	Physical Theory	J. L. Latham	C51
Lib		2.30–4.15	Library Tutorial	J. Donnelly	C52
Lib		4.15–5.15	Library Tutorial	C. A. Russell	C53
F45	Tu.	9.00–10.00	Organic Theory	C. A. Russell	C54
F40		10.00–1.00	Organic Practical	D. W. White/ G. Newton	C55
F40		1.00–5.15	Organic Practical	D. W. White	C56
F35	W	9.00–10.00	Physical Theory	J. J. Betts	C57
Lib		10.00–11.00	Library Tutorial	D. J. Marks	C58
F38		11.00–12.15	Inorganic Tutorial	J. Donnelly	C59
F41/46	Th.	9.00–12.15	Chemistry Practical	J. Donnelly	C60
F35		1.45–2.45	Inorganic Theory	J. Taylor	C61
F38		2.45–3.45	Tutorial	G. Jones	C62
F38		3.45–5.15	Organic Tutorial	C. A. Russell	C63
F41/46	F	9.00–12.15	Chemistry Practical	J. L. Latham	C64
F45		1.45–2.45	Physical Tutorial	J. L. Latham	C65
F45/Lib		2.45–4.15	Library Tutorial	J. Donnelly	C66
F45		4.15–5.15	Theoretical Chemistry	G. Jones	C67
F35		6.30–8.00	Metallurgy Theory	D. H. Locke	C148
F34		8.00–9.30	Metallurgy Practical	D. H. Locke	C149

GENERAL CERTIFICATE OF EDUCATION, ADVANCED LEVEL

The department combines with the Physics department to provide a full-time course which is suitable for those students who are preparing for the Intermediate B.Sc., and the Advanced Level of the General Certificate of Education. The College is a centre for the General Certificate Examination for the theory and practical papers.

Classes are provided in Chemistry, Biology, Botany, Zoology, Physics and Mathematics.

Students will normally be expected to have attained G.C.E. (O) level in Chemistry, Physics, Mathematics and English Language before being admitted to this course.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F21	M	9.00–10.00	Theoretical Mechanics	J. B. Wignall	943
F21		10.00–11.00	Physics Tutorial	D. O. Hughes	P44
F20		11.00–12.30	Physics Practical	M. Evison	P45
F32		2.00–3.00	Mathematics	J. S. Moorman	P46
F35		2.00–3.00	Biology Theory	H. E. G. Emmett	C68
F32		3.00–4.00	Physics Theory	M. Evison	P47
F32		4.00–5.15	Theoretical Mechanics	J. B. Wignall	P48
F37	Tu.	9.00–11.15	Biology Practical	H. E. G. Emmett	C69
F37		11.15–12.30	Biology Theory	H. E. G. Emmett	C70
F32		10.15–11.15	Mathematics	J. S. Moorman	P49
F26		11.15–12.15	Theoretical Mechanics	J. B. Wignall	P50
B56		1.45–2.45	Physical Chemistry Theory	S. Britland	C71
F43		2.45–5.00	Chemistry Practical	W. E. Laird	C72
B12	W	9.00–10.00	Inorganic Theory	A. Sherrington	C73
F11		10.00–11.00	Mathematics	J. S. Moorman	P51
F35		10.00–11.00	Biology Theory	H. E. G. Emmett	C74
B41		11.15–12.15	Use of English	B. Palfrey	S131
F38		1.30–2.30	Organic Chemistry Theory	S. Blake	C75
F21		2.30–4.00	Physics Practical	D. O. Hughes	P52
F33		4.00–5.00	Physics Theory	D. O. Hughes	P53
F26	Th.	9.00–10.00	Physics Tutorial	M. Evison	P54
F26		10.00–11.00	Theoretical Mechanics	J. B. Wignall	P55
F26		11.00–12.00	Mathematics	J. S. Moorman	P56
F27		1.30–3.00	Computation	J. B. Wignall	P57
F37		1.30–3.00	Biology	H. E. G. Emmett	C76
F20		3.00–5.00	Physics Practical	M. Evison	P58
F40/41	F	9.00–11.15	Chemistry Practical	A. Sherrington	C77
F35		11.15–12.15	Inorganic Chemistry Theory	A. Sherrington	C78
F35		1.45–2.45	Liberal Studies		S193
F38		2.45–3.45	Biology	W H Rothwell	C79
F11		3.45–4.15	Electronics	A. R. Howells	59
F38		4.15–5.15	Chemistry Tutorial	J. Taylor	C80

2nd YEAR (II)

F27	M	9.00–11.00	Computation	J. D. Rimmer	P60
F35/37		9.00–10.00	Biology Theory	W. H. Rothwell	C81
F37		10.00–12.30	Biology Practical	W. H. Rothwell	C82
F26		11.00–12.15	Mathematics	J. D. Rimmer	P61
F21		1.45–3.00	Theoretical Mechanics	W. Woodcock	P62
F33		3.00–4.00	Physics Theory	D. O. Hughes	P63
F21		4.00–5.30	Physics Practical Group A	D. O. Hughes	P64
F20		4.00–5.30	Physics Practical Group B	M. Evison	P65

Room	Day	Time	Subject	Lecturer	Class No
F37	Tu.	9.00–10.00	Biology Theory	W. H. Rothwell	C83
F33		9.00–10.00	Mathematics	J. D. Rimmer	P66
F27		10.00–11.15	Computation	J. D. Rimmer	P67
F35		11.15–12.15	Inorganic Chemistry Theory	A. Sherrington	C84
F35		1.45–2.45	Organic Chemistry Theory	S. Blake	C85
		2.45–3.45	Use of English	B. Palfrey	S268
F38		4.15–5.15	Chemistry Tutorial		C86
F33	W	9.00–10.30	Physics Theory		P68
F20		10.30–12 15	Physics Practical Group A	F. R. Dean	P69
F33		10.30–12.15	Physics Practical Group B		P70
F35		1.45–3.00	Biology Theory	H. E. G. Emmett	C87
F32		1.45–3.00	Mathematics	J. D. Rimmer	P71
F41/42		3.00–5.15	Chemistry Practical	A. Sherrington	C88
F33	Th.	9.00–10.00	Physics Theory		P72
F33		10.00–11.00	Theoretical Mechanics	W. Woodcock	P73
F45		10.00–11.00	Biology Theory	H. E. G. Emmett	C89
F33		11.00–12.30	Physics Tutorial Group A		P74
F20		11.00–12.30	Physics Practical Group B	F. R. Dean	P75
F32		2.00–3.00	Mathematics	J. D. Rimmer	P76
F32		3.00–4.00	Theoretical Mechanics	W. Woodcock	P77
F32		4.00–5.15	Physical Chemistry Theory	S. Britland	C90
F33		4.00–5.15	Electronics	I. A. Raisbeck	P78
F40/42	F	9.00–11.15	Chemistry Practical	S. Blake	C91
F45		11.15–12.15	Inorganic Chemistry Theory	D. J. Marks	C92
F35		1.45–2.45	Liberal Studies		S193
F35/37		2.45–3.45	Biology Theory	H. E. G. Emmett	C93
F32		3.00–4.15	Theoretical Mechanics	W. Woodcock	P79
F37		3.45–5.15	Biology Practical	H. E. G. Emmett	C94

PART-TIME COURSES

GRADUATESHIP OF THE ROYAL INSTITUTE OF CHEMISTRY

The College is recognised by the Institute as a centre for preparing students for the academic requirements of the Associateship (see page 95). A five-year course has been arranged, the first two years being the first and second years of the Licentiate/H.N.C. course, details of which are set out on page 95 Students entering this three-year final course should have reached Higher National Certificate standard in Chemistry and have passed ancillary Mathematics and Physics.

The Grad. R.I.C. Part 1 examination is taken at the end of the first year.

Course members are advised to register as Student Members of the Institute as soon as possible and should write for details to: The Registrar, The Royal Institute of Chemistry, 30 Russell Square, London, W.C.1. Student Members receive the Journal of the Royal Institute of Chemistry and may attend meetings of the Institute. Students entering this course must produce evidence of having obtained the G.C.E. (Advanced Level) in Chemistry or having obtained an Ordinary National Certificate in Chemistry.

Grad. R.I.C. Part 1 (III)

Room	Day	Time	Subject	Lecturer	Class No
F38	Tu.	9.00–10.00	Physical Theory	J. J. Betts	C95
F45		10.00–11.00	Physical Tutorial	J. L. Latham	C96
F38		11.00–12.00	Organic Theory	C. A. Russell	C97
F38		1.30–2.30	Inorganic Theory	D. J. Marks	C98
F38		2.30–3.30	Inorganic Tutorial	G. Jones	C99
F46		3.30–5.30	Chemistry Practical	D. Jenkins	C100
F45	Th.	6.30–7.30	Theoretical Chemistry	G. Jones	C101
F45		7.30–9.00	Organic Tutorial	G. Newton	C102

Grad R.I.C. Part 2. 1st/2nd YEAR (III)

F45	M	9.00–10.00	Inorganic Theory	G. Jones	C103
F45		10.00–11.00	Tutorial	G. Jones	C104
F45		11.00–12.00	Organic Theory	G. Newton	C105
F45		1.30–2.30	Physical Theory	D. J. Marks	C106
F45		2.30–3.30	Tutorial	G. Newton	C107
F45		3.30–4.30	Theoretical Chemistry	G. Jones	C108
F41/46		6.30–9.30	Chemistry Practical 1st and 3rd Terms	R. E. Wilson	C109
F40		6.30–9.30	Organic Practical 2nd Term	W. E. Laird	C110
F40	Th.	6.30–9.30	Organic Practical 1st and 3rd Terms	W. E. Laird	C110
F41/46		6.30–9.30	Chemistry Practical 2nd Term	R. E. Wilson	C109

LICENTIATESHIP OF THE ROYAL INSTITUTE OF CHEMISTRY (L.R.I.C.) AND HIGHER NATIONAL CERTIFICATE

The Department provides a three-year course to prepare students for examinations necessary to fulfill the academic requirements for the Licentiateship grade. After the first two years, students take the Higher National Certificate examinations in Chemistry. The final year of the Course is devoted to the application of modern aspects of chemistry to Chemical Analysis, and the qualifying examination is an endorsement on the Higher National Certificate.

Students taking the course should have passed the Ordinary National Certificate in Chemistry or have obtained G.C.E. (Advanced) level passes in Chemistry, Mathematics and Physics.

1st YEAR (III)

General Chemistry: Chemical Bonding, atomic structure, kinetic and thermodynamic principles, stereochemistry.

Inorganic Chemistry: Atomic Structure, Valency, Further study of Typical elements, Radiochemistry.

Organic Chemistry: Advanced aliphatic chemistry.

Physical Chemistry: Thermodynamics (First Law), Liquids, phase equilibria electrochemistry (conductivities).

Group A

Room	Day	Time	Subject	Lecturer	Class No
F38	M	9.00–10.00	Organic Theory	S. Blake	C111
F35		10.00–11.00	Tutorial	S. Britland	C112
F38		11.00–12.00	Inorganic Theory	D. J. Marks	C113
F38		1.30–2,30	Physical Theory	D. A. Jenkins	C114
F41		2.30–5.30	Chemistry Practical	W. E. Laird	C115
F40	W	6.30–9.30	Organic Practical 1st and 3rd Terms	A. N. Edmondson	C116
F41		6.30–9.30	Chemistry Practical 2nd Term	A. Sherrington	C117

Group B

F38	M	9.00–10.00	Organic Theory	A. Sherrington	C118
F35		10.00–11.00	Tutorial	D. A. Jenkins	C119
F38		11.00–12.00	Inorganic Theory	J Taylor	C120
F38		1.30–2.30	Physical Theory	G. Jones	C121
F46		2.30–5.30	Chemistry Practical	S. Britland	C.122
F40	W	6.30–9.30	Organic Practical 1st and 3rd Terms	D. W. White	C123
F46		6.30–9.30	Chrmistry Practical 2nd Term	S. Britland	C124

2nd Year (III)

Inorganic Chemistry: Transition Elements, Co-ordination Compounds, Carbonyls, Interhalogens.

Organic Chemistry: Aromatic Chemistry.

Physical Chemistry: Thermodynamics (2nd Law), electrochemistry (galvanic cells), coloids, reaction kinetics.

Group A

F41	Tu.	6.30–9.30	Chemistry Practical	E. Rodgers	C125
F38	Th.	9.00–10.00	Inorganic Theory	D. J. Marks	C126
Lib		10.00–11.00	Tutorial	G. Jones	C127
F38		11.00–12.00	Physical Theory	J. Taylor	C128
F38		1.45–2.45	Organic Theory	S. Blake	C129
F40		2.45–5.30	Organic Practical 1st and 3rd Terms	G. Newton	C130
F41		2.45–5.30	Chemistry Practical 2nd Term	J. Taylor	C131
F40	F	6.30–8.30	Organic Practical		C132

Group B

Room	Day	Time	Subject	Lecturer	Class No
F46	Tu.	6.30–9.30	Chemistry Practical	D. A. Jenkins	C133
F38	Th.	9.00–10.00	Inorganic Theory	G. Jones	C134
Lib		10.00–11.00	Tutorial	C. A. Russell	C135
F38		11.00–12.00	Physical Theory	G. Jones	C136
F38		1.45–2.45	Organic Theory	C. A. Russell	C137
F42		2.45–5.30	Organic Practical 1st and 3rd Terms	S. Blake	C138
F46		2.45–5.30	Chemistry Practical 2nd Term	D. A. Jenkins	C139
F42	F	6.30–8.30	Organic Practical	P. Emmott	C140

3rd YEAR (III)

Analysis Theory 1: Radiochemistry, Complexímetry, Non-Aqueous Titrimetry, Ion Exchange Resins.

Analysis Theory 2: Potentiometry, pH, Electro-analysis, Coulometry, Polarography, Amperometry.

Analysis Theory 3: Spectrometry, Spectrophotometry, Chromatography.

ADVANCED ANALYTICAL CHEMISTRY (III)

Room	Day	Time	Subject	Lecturer	Class No
F45	W	9.00–10.15	Analysis Theory 1	J. Donnelly/ D. J. Marks	C141
F45		10.15–11.30	Analysis Theory 2	D. A. Jenkins	C142
F45		11.30–12.30	Tutorial	D. A. Jenkins	C143
F45		2.00–3.00	Analysis Theory 3	J. Taylor/ D. J. Marks	C144
F46/47		3.00–5.00	Practical Analysis	J. Donnelly J. Taylor	C145
F46/47		6.30–8.30	Practical Analysis	J. Donnelly J. Taylor	C146

ANCILLARY SUBJECTS FOR LICENTIATE AND ASSOCIATE MEMBERSHIP QUALIFICATIONS (II)

Courses are provided for Ancillary Subjects as required by the Royal Institute of Chemistry. Examinations in these subjects are set internally but are externally assessed by assessors approved by the R.I.C.

Students who have not obtained Mathematics and Physics at G.C.E. (Advanced) level may take the Ancillary Year either after O.N.C. or after the second year of the L.R.I.C./A.R.I.C. course.

For students who require only one ancillary subject to complete the ancillary qualification, it is advisable to attend an evening course in the subject and thus save having to study a further year in order to complete the ancillary requirement.

Students contemplating transferring from the Part-time to the full-time L.R.I.C./A.R.I.C. course at the end of the second year, should remember that they must have read Metallurgy for at least one year as well as having Mathematics and Physics ancillaries.

Room	Day	Time	Subject	Lecturer	Class No
F33	F	9.00–10.30	Physics Theory	F. R. Dean	P163
F18		10.30–12.15	Physics Practical	F. R. Dean	P164
F26		1.45–4.00	Mathematics	R. Hodgkinson	P165
F35		4.15–5.15	Chemistry Tutorial	J. L. Latham	C147
F35		6.30–8.00	Metallurgy Theory	D. H. Locke	C148
F34		8.00–9.00	Metallurgy Practical	D. H. Locke	C149
F46		6.30–8.30	Chemistry Practical	J. L. Latham	C150
F33	M	6.30–8.00	Physics Theory	K. Pinder	P52
F20		8.00–9.30	Physics Practical	K. Pinder	P153
B12	W	6.30–9.00	Theoretical Mechanics	C. P. Brightling	P118
F27	Th.	6.45–9.15	Mathematics	E. S. Greening	P154

INSTITUTE OF MEDICAL LABORATORY TECHNOLOGY

This course of three years duration, is designed for Junior Medical Laboratory Technicians who wish to prepare themselves for the Intermediate examination of the Institute of Medical Laboratory Technology.

Entry qualifications for the course are passes in four G.C.E. Ordinary level subjects including English, Mathematics, and a Science. Before taking the examination, candidates should have completed two years medical laboratory experience.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
	W	9.00–11.00	Mathematics and Statistics	T. Herrod	P166
F37		11.00–12.15	Biology Practical	W. H. Rothwell	C151
F37		1.45–2.45	Biology Theory	W. H. Rothwell	C152
F33		2.45–3.45	Physics Theory	M. Evison	P167
F20		3.45–5.15	Physics Practical	M. Evison	P168
F45		6.30–7.30	Chemistry Theory	B. A. Wolstenholme	C153
F42		7.30–9.00	Chemistry Practical	B. A. Wolstenholme	C154

2nd YEAR (I)

F42	Tu.	9.00–11.30	Chemistry Practical	S. Britland	C155
B41		11.30–12.30	Chemistry Theory	S. Britland	C156
B62		2.00–3.00	Physiology Theory	W. H. Rothwell	C157
F37		3.00–5.00	Physiology Practical	W. H. Rothwell	C158
F35		6.30–7.30	Chemistry and Biochem. Theory	W. H. Rothwell	C159
F36		7.30–9.30	Bacteriology	F. Ramsden	C160

ORDINARY NATIONAL CERTIFICATE IN CHEMISTRY

As from September, 1964, the Ordinary National Certificate in Chemistry, Metallurgy, and Applied Physics will be replaced in stages by the Ordinary National Certificate in Science. The latter will be a two-year course, the entry qualifications to which will be four G.C.E. Ordinary Level Subjects, *e.g.* Chemistry, Physics, Mathematics and English.

A course has been devised to enable students to complete the four necessary Ordinary Level Subjects in preparation for entry to the O.N.C. in Science Course in September, 1965 (see page 109).

For this year only, students may enter the second year of the old O.N.C. in Chemistry course providing:

(a) they have passed S.I. examinations of the O.N.C. Chemistry Course

or

(b) they have passed the G.C.E. Ordinary Subjects: Chemistry, Physics, Mathematics and English.

Direct entry to the Third Year of the O.N.C. in Chemistry Course is permitted to students possessing G.C.E. 'A' level in Chemistry and in another Science subject, together with G.C.E. 'O' level in English, Mathematics and Physics.

2nd YEAR (II)

Group A

Room	Day	Time	Subject	Lecturer	Class No
B12	Tu.	9.00–10.00	Chemistry Theory	M. R. Jones	C161
B15		10.00–12.15	Chemistry Practical	M. R. Jones	C162
F21		1.45–3.15	Physics Theory	J. B. Forshaw	P103
F21		3.15–5.00	Physics Practical	J. B. Forshaw	P104
F26	W	7.00–9.00	Mathematics	T. H. Wareing	P105

Group B

B12	Tu.	7.00–9.00	Mathematics	C. Harling	P108
F21	W	9.00–10.30	Physics Theory	J. B. Forshaw	P106
F21		10.30–12.15	Physics Practical	J. B. Forshaw	P107
B12		2.00–3.00	Chemistry Theory	S. Britland	C163
B15		3.00–5.00	Chemistry Practical	S. Britland	C164

3rd YEAR (II)

Group A

F40	M	6.30–9.30	Organic Practical 1st and 3rd Terms		C165
F41		6.30–9.30	Chemistry Practical 2nd Term	D. J. Marks	C166
F38	F	9.00–10.00	Physical Theory	D. J. Marks	C167
F35		10.00–11.00	Tutorial	J. Taylor	C168
F38		11.00–12.00	Organic Theory	S. Blake	C169
F38		1.30–2.30	Inorganic Theory	A. Sherrington	C170
F41		2.30–5.30	Chemistry Practical	A. Sherrington	C171

Group B

Room	Day	Time	Subject	Lecturer	Class No
F42	M	6.30–9.30	Organic Practical 1st and 3rd Terms	G. Newton	C172
F42		6.30–9.30	Chemistry Practical 2nd Term	M. R Jones	C173
F38	F	9.00–10.00	Physical Theory	D. A. Jenkins	C174
F35		10.00–11.00	Tutorial	D. J. Marks	C175
F38		11.00–12.00	Organic Theory	G. Newton	C176
F38		1.30–2.30	Inorganic Theory	J. Taylor	C177
F42		2.30–5.30	Chemistry Practical	D. J. Marks	C178

ORDINARY NATIONAL CERTIFICATE IN METALLURGY

This course will be replaced in stages by the Ordinary National Certificate in Science, but for this year only the entry qualifications will be the same as those set out for entry to the Ordinary National Certificate in Chemistry Course (see page 107).

2nd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B12	Tu.	9.00–10.00	Chemistry Theory	M. R. Jones	C161
B15		10.00–12.15	Chemistry Practical	M. R. Jones	C162
F21		1.45–3.15	Physics Theory	J. B. Forshaw	P103
F21		3.15–5.00	Physics Practical	J. B. Forshaw	P104
F26	W	7.00–9.00	Mathematics	T. H. Wareing	P105

3rd YEAR (II)

F34	Tu.	6.15–7.45	Metallurgy Theory	H. O. Waring	C179
F34		7.45–9.15	Metallurgy Practical	H. O. Waring	C180
F27	Th.	6.45–9.15	Mathematics	E. S. Greening	P154
F33	F	9.00–10.30	Physics Theory	F. R. Dean	P163
F18		10.30–12.15	Physics Practical	F. R. Dean	P164
F38		1.30–2.30	Inorganic Theory	A. Sherrington	C170
F41		2.30–5.30	Chemistry Practical	A. Sherrington	C171
F45		6.15–7.15	Physical Theory	D. J. Marks	C211

Mathematics may be taken as a Supplementary Subject

GENERAL CERTIFICATE OF EDUCATION ADVANCED LEVEL

The following classes cover the requirements of the G.C.E. examination at Advanced Level. Students should have reached the standard of the G.C.E. Ordinary Level before beginning the course

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F45	M	6 15–7.15	Chemistry Theory		C181
B15		7.15–9.15	Chemistry Practical		C182
F26	Tu.	9.00–10.30	Physics Theory	M. Evison	P100
F21		10.30–12.15	Physics Practical	M. Evison	P101
F26		1.45–4.15	Mathematics	F. Richardson	P102
B12		4.15–5.15	Tutorial	S. Britland	C183
F37		6.30–9.30	Biology	H. E. G. Emmett	C184
F37	W	6.30–9.30	Biology	H. E G. Emmett	C185

2nd YEAR (II)

F37	Tu.	6.30–9.30	Biology	H E. G. Emmett	C184
F37	W	6.30–9.30	Biology	H. E. G. Emmett	C185
F38	F	9.00–10 00	Physical Chemistry Theory	D. J. Marks	C167
F35		10.00–11.00	Tutorial	J. Taylor	C168
F38		11.00–12.00	Organic Chemistry Theory	S. Blake	C169
F38		1.30–2.30	Inorganic Chemistry Theory	A. Sherrington	
F41		2.30–5.30	Chemistry Practical	A. Sherrington	C171

GENERAL CERTIFICATE OF EDUCATION: ORDINARY LEVEL (1)

This course is primarily designed to enable students to complete the qualifications necessary for entry to the Ordinary National Certificate in Science Course (see page 107).

Group A

Room	Day	Time	Subject	Lecturer	Class No
B12	M	6.30–9.00	Mathematics		P97
	Tu.	6.30–9.00	English		S124
B12	Th.	9.00–10.00	Chemistry Theory	B. A. Wolstenholme	C186
B15		10.00–11.15	Chemistry Practical	B. A. Wolstenholme	C187
B12		11.15–12.15	Chemistry Theory	B. A. Wolstenholme	C188
B12		1.45–3.15	Physics Theory and Tutorial	R. Hodgkinson	P95
B15		3.15–4.45	Physics Practical	R. Hodgkinson	P96
F37	F	6.15–9.30	Biology	B. Barnes	C189

Group B

B12	M	6.30–9.00	Mathematics		P97
	Tu.	6.30–9.00	English	Mrs. Heywood	S124
F45	Th.	9.00–10.00	Chemistry Theory	S. Britland	C190
F42		10.00–11.15	Chemistry Practical	W. E. Laird	C191
F45		11.15–12.15	Chemistry Theory	A. Sherrington	C192
B15		1.45–3.15	Physics Practical	J. B. Forshaw	P98
B12		3.15–4.45	Physics Theory and Tutorial	J. B. Forshaw	P99
F37	F	6.15–9.30	Biology	B. Barnes	C189

DISPENSING ASSISTANTS: THE SOCIETY OF APOTHECARIES CERTIFICATE (I)

This examination is designed for Dispensing Assistants under Training and is recognised by Ministry of Health Hospital Boards as a qualifying certificate for entry to the grade of Dispensing Assistant. The preparatory course requires one day per week attendance for one year.

To enter the examination, candidates must have reached 18 years of age and have gained two years practical training in dispensing under the direct supervision of a qualified pharmacist: candidates should also have reached a good standard of general education and the headmaster should certify this.

Room	Day	Time	Subject	Lecturer	Class No
F35/37	Th.	9.00–10.00	Materia Medica	G. Armstrong	C193
F36/37		10.00–11.15	Pharmacy Tutorial	G. Armstrong	C194
F35		11.15–12.15	Pharmacy	G. Armstrong	C195
B40		1.45–3.00	Pharmacology Theory	W. H. Rothwell	C196
F37		3.00–4.15	Pharmacology Practical	W. H. Rothwell	C197
F45/ 41/40		4.15–6.00	Pharmaceutical Chemistry	W. H. Rothwell	C198

EVENING COURSES

Students who are unable to attend day courses may attend complete evening courses leading to National Certificates in Chemistry and Metallurgy. Evening courses are also available in Chemistry, Biology, Botany and Zoology to both Ordinary and Advanced G.C.E standard. Special Courses have been arranged to cater for students interested in advanced work in specialised topics. Such courses include I.M.L.T. Final, Diploma in Nursing, Chemical and Biological Education and Advanced Organic Chemistry.

INSTITUTE OF MEDICAL LABORATORY TECHNOLOGY: FINAL (II)

This two-year course is for students who have passed the Intermediate Examination of the I.M.L.T. and wish to study for the Final Examination in Bacteriology.

Room	Day	Time	Subject	Lecturer	Class No
P.R.I.	Th.	6.00–9.00	Bacteriological Techniques	L. Robertson	C199

Although the course is primarily designed to cover the work necessary for the above qualification, the subject matter may be extended to include non-medical applications, should course members so desire.

INSTITUTE OF MEDICAL LABORATORY TECHNOLOGY: INTERMEDIATE (Old Scheme) (I)

This course is the final year of the old scheme and is designed for those students who have completed the first year of the old scheme.

Room	Day	Time	Subject	Lecturer	Class No
P.R.I.	Th.	6.30–9.00	Medical Technology	F. Ramsden	C200

DIPLOMA IN NURSING OF THE UNIVERSITY OF LONDON (III)

The Department combines with the Department of Language and Social Studies to provide a one-year course covering the examination requirements for Part A of the Diploma in Nursing. The examination for Part B of the Diploma is taken in the branch of nursing in which the candidate has specialised. Details of entry qualifications, examinations, etc. are set out in a special pamphlet which may be obtained from the Head of Department.

Room	Day	Time	Subject	Lecturer	Class No
F35	M	6.00–7.00	Bacteriology Theory (16 weeks)	L. Robertson	C201
F36		7.00–9.00	Bacteriology Practical (9 weeks)	L. Robertson	C202
F35		6.00–7.00	History of Nursing (20 weeks)	B. M. Olgleby	S236
F35		7.00–8.15	Social Psychology (27 weeks)	J. A. Brooks	S237
F35	Th.	6.00–7.00	Preventive and Social Medicine (22 weeks)	J. E. Morris	S238
F37		6.00–8.00	Physiology Practical (14 weeks)	W. Rothwell	C203
F35		7.00–8.15 or 8.00–9.00	Physiology Theory (36 weeks)	W. Rothwell	C204

ANCILLARY SUBJECTS FOR ROYAL INSTITUTE OF CHEMISTRY QUALIFICATIONS (II)

Room	Day	Time	Subject	Lecturer	Class No
F33	M	6.30–8.00	Physics Theory	K. Pinder	P152
F20		8.00–9.30	Physics Practical	K. Pinder	P153
F27	Th.	6.45–9.15	Mathematics	E. S. Greening	P154
F35	F	6.30–8.00	Metallurgy Theory	D. H. Locke	C148
F34		8.00–9.30	Metallurgy Practical	D. H. Locke	C149

ORDINARY NATIONAL CERTIFICATE IN CHEMISTRY

This course will be replaced in stages by the Ordinary National Certificate in Science. For entry qualifications to the present Ordinary National Certificate in Chemistry Course see page 107).

2nd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F45	M	6.15–7.15	Chemistry Theory		C205
B15		7.15–9.15	Chemistry Practical		C206
F21	Tu.	7.00–8.00	Physics Theory	J. F. Pearson	P143
F21		8.00–9.30	Physics Practical	J. F. Pearson	P144
B12	Th.	7.00–9.00	Mathematics	B. S. H. Rarity	P150

3rd YEAR (II)

F45	Tu.	6.15–7.15	Organic Theory	J. C. Mathews	C207
F42		7.15–9.15	Organic Practical	J. C. Mathews	C208
F38	Th.	6.15–7.15	Inorganic Theory	A. Nelson	C209
F42		7.15–9.15	Inorganic Practical	A. Nelson	C210
F45	F	6.15–7.15	Physical Theory	D. J. Marks	C211
F41		7.15–9.15	Physical Practical	R. J. Holt	C212

ORDINARY NATIONAL CERTIFICATE IN METALLURGY

The second year of the course is the same as that set out for the Ordinary National Certificate in Chemistry. For entry qualifications see page 107.

3rd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F33	M	6.30–8.00	Physics	K. Pinder	P152
F20		8.00–9.30	Physics	K. Pinder	P153
F34	Tu	6.15–7.45	Metallurgy Theory	H. O. Waring	C179
F34		7.45–9.15	Metallurgy Practical	H. O. Waring	C180
F38	Th.	6.15–7.15	Chemistry Theory	H. Nelson	C209
F42		7.15–9.15	Chemistry Practical	A. Nelson	C210
F45	F	6.15–7.15	Chemistry Theory	D. J. Marks	C211

G.C.E. ADVANCED LEVEL, INTERMEDIATE PHARMACY, FIRST M.B.

Courses are available in Mathematics, Physics, Chemistry, Biology, Botany and Zoology for students wishing to prepare for the above examinations.

To reach G.C.E. Advanced Level in any of the subjects requires two years study after the Ordinary Level examination. Students wishing to study more than one subject are advised to attend the Part-time Day Course.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F45	M	6.15–7.15	Chemistry Theory		C205
B15		7.15–9.15	Chemistry Practical		C206
F37	Tu.	6.30–9.30	Biology	H. E. G. Emmett	C184
F21		7.00–8.00	Physics Theory	J. F. Pearson	P143
F21		8 00–9.30	Physics Practical	J. F. Pearson	P144
F37	W	6.30–9.30	Biology	H. E. G. Emmett	C185
B12	Th.	7.00–9.00	Mathematics	B. H. S. Rarity	P150

2nd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F20	M	6.30–8.00	Physics	F. R. Dean	P145
F33		8.00–9.30	Physics	F. R. Dean	P146
F45	Tu.	6.15–7.15	Organic Chemistry Theory	J. C. Mathews	C207
F37		6.30–9.30	Biology	H. E. G. Emmett	C184
F37	W	6.30–9.30	Biology	H. E. G. Emmett	C185
B12		6.30–9.00	Theoretical Mechanics	C. P. Brightling	P118
F38	Th.	6.15–7.15	Inorganic Chemistry Theory	A. Nelson	C209
F42		7.15–9.15	Chemistry Practical	A. Nelson	C210
F32		6.30–9.30	Mathematics	W. D. Houldsworth	P147
F45	F	6.15–7.15	Physical Chemistry Theory	D. J. Marks	C211

G.C.E. ORDINARY LEVEL (I)

This course has been designed to enable evening students to complete the entry requirements for the new Ordinary National Certificate in Science, commencing in September, 1965. (See page 107).

Room	Day	Time	Subject	Lecturer	Class No
Ty10	M	6.30–9.00	Mathematics		P97
	Tu.	7.00–9.15	English		S124
B15	W	7.00–8.15	Physics Theory	R. Wrigley	P148
B15		8.15–9.30	Physics Practical	R. Wrigley	P149
B13	Th.	6.15–7.15	Chemistry Theory	G. W. Clarke	C213
B15		7.15–8.30	Chemistry Practical	G. W. Clarke	C214
B13		8.30–9.30	Chemistry Theory	G. W. Clarke	C215
F37	F	6.15–9.30	Biology	B. Barnes	C189

HORTICULTURE (Elementary) (I)

This two-year course in elementary science and horticulture is intended for apprentices from parks, market gardens, nurseries and private gardens. It is also suitable for amateurs who wish to know something of the scientific principles of horticulture.

Students who show sufficient promise may prepare for the General Examination (Junior and Senior) of the Royal Horticultural Society, and for the examinations of the U.L.C.I. in General and Commercial Horticulture.

Room	Day	Time	Subject	Lecturer	Class No
F37	M	6.15–7.15	Horticulture	J S Kay	C216
F37		7 30–8 30	Horticulture	J S Kay	C217

NATURAL HISTORY AND FIELD STUDIES (I)

The primary object of this course is to enable students to become acquainted with some of the common British plants and animals and the conditions in which they live Such knowledge adds interest and reality to the study of Biology, and the course is particularly recommended to students working to syllabuses which make no provision for field work

Non-biologists are also welcome

The course, which includes field work, laboratory work and lectures, is at present held in the summer term only

Room	Day	Time	Subject	Lecturer	Class No
F37	Tu	7 00–9 00	Natural H'story and Field Studies	H E G Emmett	C218

SPECIAL COURSES

THE AMERICAN BIOLOGICAL SCIENCES CURRICULUM STUDY

6th to 7th November, 1964

An introduction to the project and a brief study of its workings and implications, by lecturers who have studied the scheme in the United States The course should be of interest to teachers of biology at the Ordinary and Advanced Levels of the General Certificate.

AN OUTLINE OF PRACTICAL CHEMISTRY FOR THE NEW J.M.B. SYLLABUS

19th to 20th February, 1965

Recent changes in the syllabuses of the various G.C.E. examining bodies necessitates a re-examination of the practical curricula conventionally accepted for sixth-form work. One of the difficulties with non-conventional practical work is that it often involves expensive apparatus. It is the purpose of the course to select topics over the whole of the J.M.B. syllabus and to offer for consideration experiments which though requiring only simple apparatus, give a good illustration of basic theoretical principles. The course will consist of a number of short demonstration lectures.

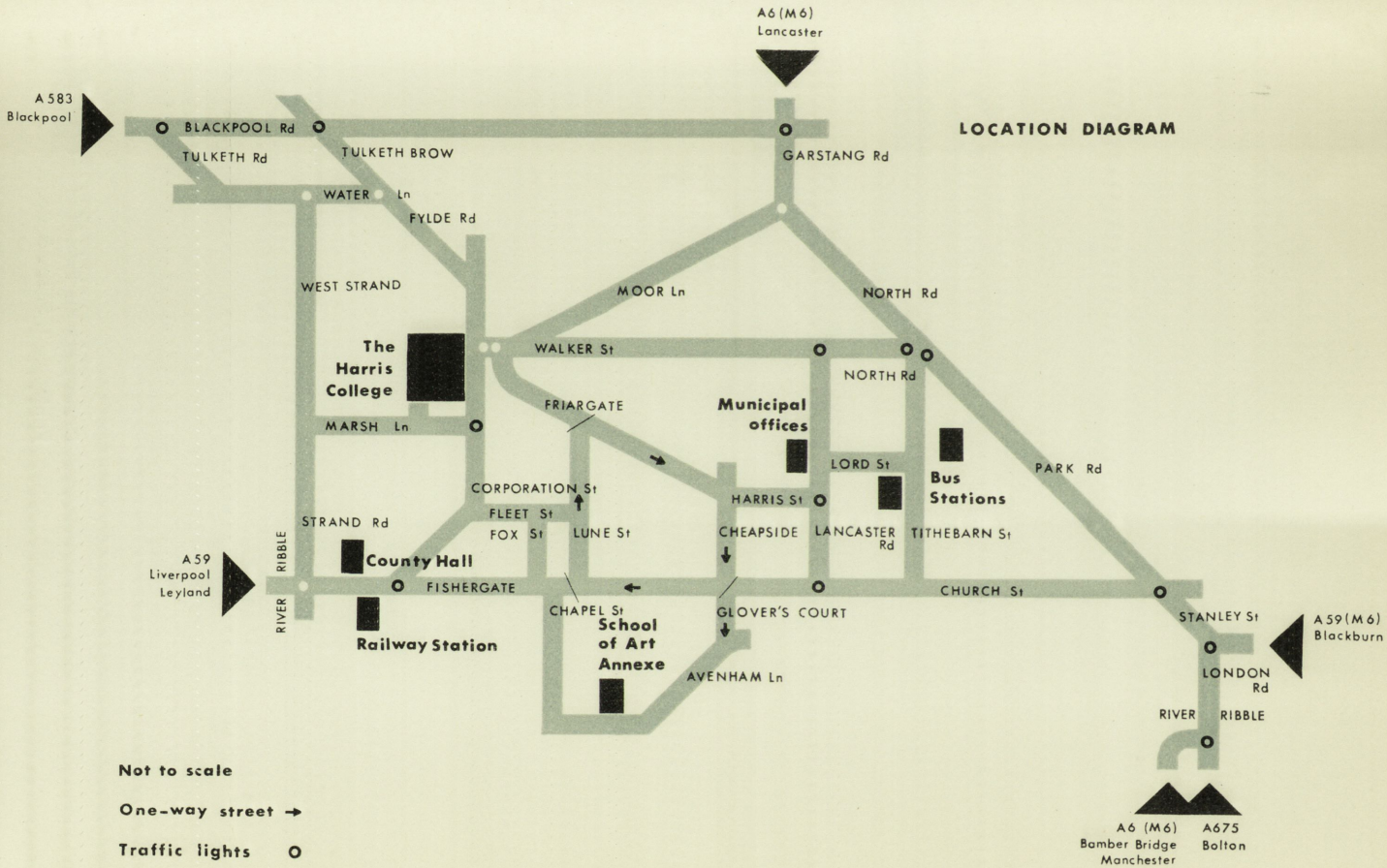
THE USE OF OPTICAL ROTATORY DISPERSION IN ORGANIC CHEMISTRY

21st to 22ndMay, 1965

This two-day symposium is intended for organic chemists in industry, research institutions, colleges of technology and university. It will cover recent developments in the use of optical rotatory dispersion methods for the elucidation of configuration at assymetric centres in molecules. Lecturers will be specialist in this field, drawn mainly from British Universities.

HIGHER DEGREES

Each year there are one or two research scholarships awarded either by D.S.I.R. or the College, to enable graduates to work for higher degrees or diplomas. The staff of the Department are engaged on a variety of research topics and research scholars will gain experience in the use of a wide range of modern chemical equipment.


LOCATION DIAGRAM
A6 (M6)
Lancaster
A583
Blackpool
BLACKPOOL Rd
TULKETH Rd
TULKETH BROW
GARSTANG Rd
WATER Ln
FYLDE Rd
WEST STRAND
MOOR Ln
NORTH Rd
The Harris College
WALKER St
NORTH Rd
FRIARGATE
Municipal offices
MARSH Ln
LORD St
Bus Stations
PARK Rd
CORPORATION St
HARRIS St
FLEET St
STRAND Rd
FOX St
LUNE St
CHEAPSIDE
LANCASTER Rd
TITHEBARN St
A59
Liverpool
Leyland
RIBBLE
County Hall
FISHERGATE
CHURCH St
RIVER
CHAPEL St
GLOVER'S COURT
STANLEY St
A59 (M6)
Blackburn
School of Art Annexe
AVENHAM Ln
LONDON Rd
RIVER RIBBLE
Railway Station
Not to scale
One-way street →
Traffic lights
A6 (M6)
Bamber Bridge
Manchester
A675
Bolton

Head of Department

A. PALMER, B.Sc.Tech., A.M.I.E.E.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF ELECTRICAL ENGINEERING

Corporation Street, Preston, Lancs.
Telephone: Preston 51831–5

Head of Department
A. PALMER, B.Sc.Tech., A.M.I.E.E.

THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF ELECTRICAL ENGINEERING

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FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-seven members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, and nine members representative of industry and commerce.

THE HARRIS COUNCIL

President: COUNCILLOR MISS F. M. OPENSHAW, J.P.

Vice-President: ALDERMAN W. BECKETT, O.B.E , J.P.

Councillor J. Lund, J.P. (The Right Worshipful the Mayor of Preston)
Alderman J. Atkinson
Councillor E. W. Bunker
Councillor Mrs. D. M. Dewhurst
Councillor A. M. Korn, M.B., Ch.B.
Councillor G. Ollerton
Councillor Mrs. C. Sharples
Alderman Mrs. M. A. Wignall, J.P.

Alderman F. Longworth (Chairman of Lancashire County Council)
Councillor J. R. Ashton
Alderman J. Bradley, J.P.
Councillor H. Catlow
Councillor J. P. Ennis, J.P.
Councillor J. Hargreaves
Councillor F. Ley
Councillor A. R. Pickles

G. Grenfell Baines, O.B.E., F.R.I.B.A.
F. D. Crowe, B.Sc. (Eng.)., A.F.R.Ae.S
C. M. Hey, B.Sc.Tech., A.T.I.
R. A. Hornby, F.C.A.
T. M. Naylor, M.Sc., A.M.I Mech.E.
P. D. Oakley, B.Sc., F.R.I.C.
Councillor J. W. Taylor, J.P., F.C.I.S.
J. W. Walker
A. D. White, B.Sc., A.R.I.C.

Clerk to the Council:

W. R. TUSON, B.Sc., Chief Education Officer, Municipal Building, Preston, Lancs.

TEACHING STAFF

Principal: H. WILKINSON, M.Sc.Tech., Ph.D., A. Inst.P.

Vice-Principal: S. SKIDMORE, B.Sc., Ph.D. (Lond.), F.R.I.C.

Full-time Lecturers

R. N. Abbot, B.Sc. E
G. Allen, M.A. (Cantab.) S
A. Arnison B
J. Ashworth, M.Sc.Tech., A.M.C.T. A.T.I., F.C.S. P
J. A. Askew, M.Sc., Dip.Tech.(Eng.) E
J. Bagot, B.Sc., A.Inst.P. P
J. W. Bailey, D.F.A. (Lond.) A
Mrs. E. J. G. Bairsto, B.A., F.R.G.S. BA
D. J. Barton M
D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
G. J. Blackledge, B.Sc. P
S. Blake, B.A., Ph.D. C
J. Braddock M
J. Brennand M
J. Briscoe, B.Sc., A.M.I.Mech.E. M
S. Britland, B.Sc. C
H. Bowden, B.A. S
K. Bowker E
J. A. Burton, A.M.I.Prod.E. M
N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E. M
D. Byford, B.A. S
S. R. Cardwell, A.I.A.S., A.I.O.B., F.B.I.C.C. B
G. S. Catterall M
Mrs. B. D. Cave, F.S.C.T., A.F.T.Com. BA
K. M. Chapman, A.T.D., F.R.S.A. A
D. M. Clapp, B.Sc.(Eng.), Ph.D., A.M.I.Mech.E. M
G. W. Cobham, M.Sc.(Econ)., B.Com., L.C.P., F.C.I.S., A.M.B.I.M. BA
E. D. Colley, M.A. (Arch.), Dip.Arch. (Manc.), A.R.I.B.A., F.R.S.A. B and A
A. G. Cottom, A.C.W.A. BA
T. H. Cowperthwaite E
T. H. Crisp, M I.B.S.M. B
J. Cross, A.B.I.C.C. B
F. R. Dean, M.Sc., A.Inst.P., A.T.I. P
A. Dickson M
A. Diggles M
J. Ditchfield, F.I.B.D. A
J. Donnelly, B.Sc. C
F. H. Downham E
R. Duddle E
S. L. Duxbury, B.Sc. M
L. J. Eccles M
H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol. C
Miss M. Evison, B.Sc. P
W. E. Evison, B.Sc., Ph.D. BA
J. S. Fisher, B.Sc. P
P. J. Gaule, B.Comm.(Dublin) BA
S. Good, A.R.C.A. A
R. Greenhalgh M
F. W. Grimshaw, M.I.E.D., A.M.I.Mech.E. M
C. P. R. Gunstone M
R. O. Hall, B.Sc.,Tech., A.M.C.T., A.M.I.E.E. E
Miss P. Harrison, A.T.D. A
H. Hartley, B.Sc.(Eng.), A.M.I.E.E E
R. Hatton, A.M.I.Mech.E. M
K. D. Hicks, A.R.C.A A
R. Hodgkinson, B.Sc. P
R. H. Hodson, S.T.A.C., F.I.A.L. S
S. Hogg, M.I.Ptg.M. A
A. R. Howells, B.Sc., Grad.Inst.P. P
D. O. Hughes, B.Sc. P
T. A. Hulton M
W. S. Hunter, A.I.O.B. B
D. A. Jenkins, M.Sc., A.R.I.C. C
G. R. H. Jones, B.Sc., Ph.D. C
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
A. Lewis E
J. Lindley B
I. J. Lund M
J. A. McGill, A.R.C.A., A.T D. A
J. McRory M
M. J. Manning, B.Sc.(Eng.) M

D. J. Marks, B.Sc., Ph.D.	C
D. P. Marples, D.C.C.	G
G. R. Marr, M.Sc., A Inst.P.	P
B. Marshall, A.M.I.E.E.	E
R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T D. M.I.M.I.	
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
A. G. Parker, M.Sc.	M
H. C Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
F. K. Pearson, A.M.I.M I.	M
L. Penrice, A.R.C.A.	A
A. D. Powell, F.R.S.A.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B., A I.Struct.E.	B
L. J. Pulford, A.R.San.I.	B
G. T. Ramsden	M
K. Red ouse, A.I.O.B., M.R.S.H.	B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S.	P
Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
T. Robb, A.R.C.A.	A
C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
E. Schofield, B.A.(Com.), A.C.I.S.	BA
P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
Miss S. P. Simmons	BA
N. T. Slater, B.Sc.	E
D. Swift, B.A.	S
J. E. Taylor, M.Sc.Tech., A.M.I.Mech.E.	M
J. H. Taylor, B.Sc., Ph.D.	C
J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, N.D.D., Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
J. R. Topping, B.Sc.(Econ.), F.R.G.S., A.C.C.S.	BA
J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H.	B
F. Walmsley	E
T. D. Walshaw, D.L.C.(Eng. Hons), B.Sc.(Eng.), M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
J. B. Wignall, B.A.	P
K. E. Wilder	M
R. Wood, A.M.I.Mech.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

A. R. Hammond (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Mrs. B. M. Crook
Mrs. E. Duckett
Miss M. A. Hoskinson
Miss J. Longley
Miss E. Shillito
Miss V. A. Smith
Mrs. C. Taylor
Miss J S. Webster

Telephonists:

Mrs. P. B. Bamford
Miss G. Stobbart

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

G. W. Robinson (Chief Engineer)
R. Holmes (Assistant Engineer)
E. Davis (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
G. Dawes
M. Fergus
R. Fletcher
J. Greenhalgh
W. R. Jones
W. Pullen
L. Sharples
K. Wharton

Nightwatchmen:

T. Lane
R. Smith

Avenham Premises:

J. Crane (Caretaker)
C. C. H. Farrer (Assistant Caretaker)

CALENDAR

1964

Thursday	10th September	General Staff Meeting, 10.30 a.m.
Monday	14th September	Enrolment, first day
Tuesday	15th September	Enrolment, second day
Wednesday	16th September	Enrolment, last day
Monday	21st September	All day and evening classes commence for Autumn term
Friday	18th December	All departments close for Christmas after evening classes

1965

Monday	4th January	All classes re-open for Spring term
Tuesday	16th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	9th April	All departments close for Easter after evening classes
Monday	26th April	All classes re-open for Summer term
Friday	4th June	All departments close for Whitsuntide after evening classes
Monday	14th June	All classes re-open
Friday	2nd July	All classes close: end of session
Friday	9th July	End of term: submission of reports

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Enrolment dates:	Enrolment times (each day):
Monday, 14th September, 1964	**10.0 a.m. to 12.30 p.m.**
Tuesday, 15th September, 1964	**1.30 p.m. to 4.30 p.m.**
Wednesday, 16th September, 1964	**5.30 p.m. to 8.30 p.m.**

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

A Block

College Office and enquiries

B Block

School of Art (B9 and B10)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48 and B49)
Language and Social Studies Department (B52)

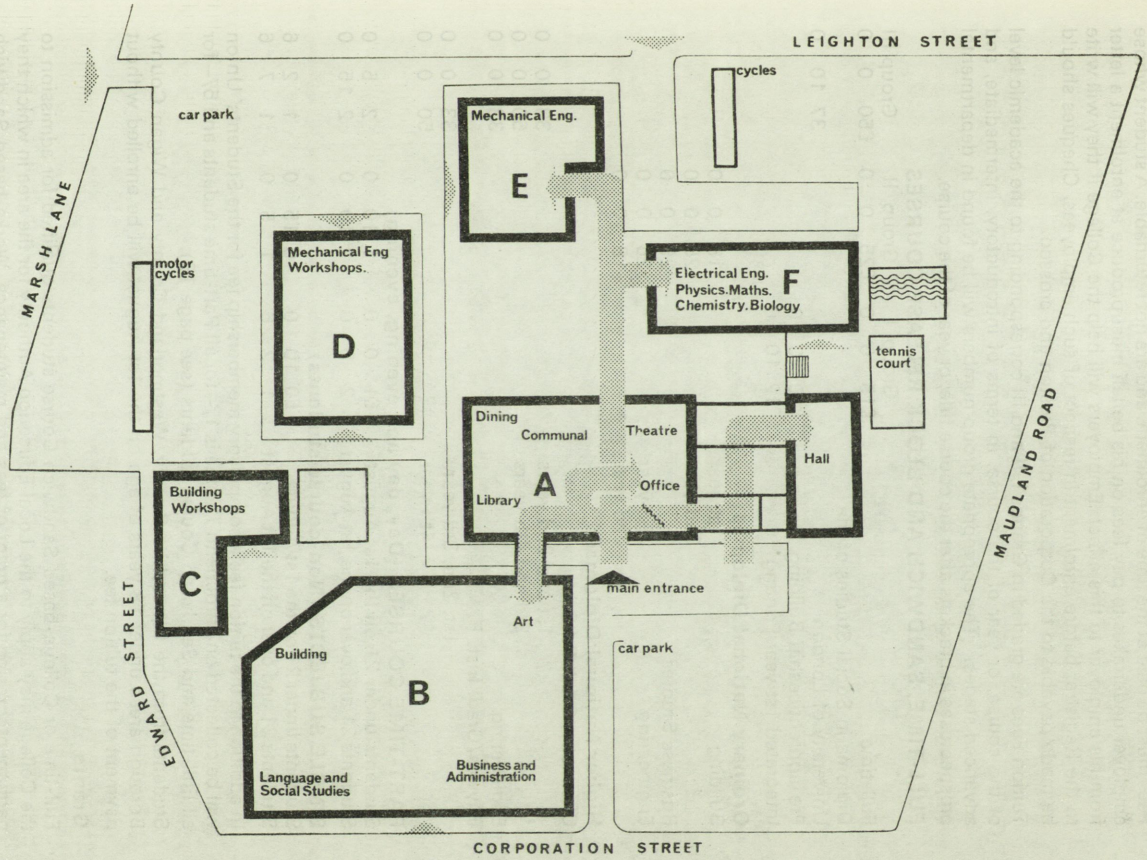
E Block

Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block

Chemistry and Biology Department (F35 and F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
Mechanical Eng.
E
MARSH LANE
motor cycles
Mechanical Eng Workshops.
D
Electrical Eng.
Physics. Maths.
Chemistry. Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
Art
Building
B
car park
MAUDLAND ROAD
EDWARD STREET
Language and Social Studies
Business and Administration
CORPORATION STREET

FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Employers will help the College if they will write to the Registrar before enrolment in respect of such employees. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded in Groups I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate group numbers will be found in departmental prospectuses in brackets after the course title, or year of the course.

FULL-TIME, SANDWICH AND BLOCK RELEASE COURSES

	Group I	Group II	Group III
Full-time	£15 0 0	£25 0 0	£50 0 0
Diploma in Social Studies of the University of London			37 10 0
Pre-apprenticeship Building	10 0 0		
Integrated 1st year Printing*	12 10 0		
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Business Studies		25 0 0	
Engineering 1st year		25 0 0	
2nd year		18 0 0	
Higher National Diplomas:			
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st, 2nd, 3rd years			33 0 0
4th year			50 0 0
PART-TIME COURSES (Day, day and evening, evening)			
Students under 21 on the 1st August	£1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS (Non-course students)			
Students under 21 on the 1st August	£0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

In addition to the tuition fee a compulsory membership fee for the Students' Union will be collected on enrolment. The fee is 1/– for all Part-time students and 5/– for all Full-time and Sandwich Course students (see page 16).

Students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Grants

Full-time or College-based Sandwich Course students qualified for admission to the College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable Suspended or excluded students automatically lose membership of the Student's Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will be notified of the absence of their employees, and will receive copies of students' sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid at the time of entry.

Students will not be informed individually of the last dates of entry, but these will be published on departmental notice boards together with timetables of examinations. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	18th December, 1964
Union of Lancashire and Cheshire Institutes series A	21st January, 1965
General Certificate of Education papers	12th February, 1965
Union of Lancashire and Cheshire Institutes series B and C	5th February, 1965
Assessed papers for National Certificate courses, including endorsements	5th February, 1965
City and Guilds of London Institute	19th February, 1965
Royal Society of Arts Summer series	7th May, 1965

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £2 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 5/- per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two or three-year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following :—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he ha thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges.

At the request of the students the Harris Council has agreed that all students enrolled shall automatically become members of the Students' Union, and the Council has authorised the College Registrar to collect the compulsory membership fee from each student at enrolment.

The fee is 5/- for full-time students, 1/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies.

Officers of the Students' Union:

President :	Mr. R. Pearson.
Vice-President :	Mr. R. D. Johnson
Secretary :	Mr. F. Pearson.
Student Treasurer :	Mr. A. M. H. Cook.
Hon. Treasurer :	Mr. D. P. Marples.

Dances and other major social events are regularly arranged in the College and in the town. A new Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides new and improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides new administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

A new and unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Fk.	Fishwick County Secondary School
Ty.	Trinity County Secondary School
D.M.S.	P.O. Engineers Offices and Stores, Deepdale Mill Street
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A.
G. W. Smith

Librarian Assistants: Miss J. A. Clarkson
Miss C. M. Rogers

The College Library which is available to all students for reference purposes, has at present a stock of some 11,000 books, together witn several thousand bound volumes of periodicals. 320 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times :—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturer in Physical Education: D. P. Marples, D.C.C.

Part-time staff:

Miss E. Bowman
A. Crowther
J. Gridley, A.G.A.
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley, A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Badminton
Basket ball
Canoeing and sailing
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc. (in the Isle of Skye).

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged in vacation periods.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 1/– will be payable.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1964.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF ELECTRICAL ENGINEERING

Telephone – Preston 51831–5 Ext 8

Head of Department

A. Palmer, B.Sc.Tech., A.M.I.E.E.

FULL-TIME STAFF

Senior Lecturers

H. Hartley, B.Sc.(Eng.), A.M.I.E.E.
R. O. Hall, B.Sc.Tech., A.M.C.T., A.M.I.E.E.
H. C. Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.

Lecturers

R. N. Abbott, B.Sc.
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E.
N. T. Slater, B.Sc.
Vacancy

Assistant Lecturers

J. A. Askew, M.Sc., Dip.Tech.(Eng.)
K. Bowker
T. H. Cowperthwaite
F. H. Downham
R. Duddle
W. S. Kirkpatrick, A.M.I.E.E.
A. Lewis
B. Marshall, A.M.I.E.E.
F. Walmsley

PART-TIME STAFF

J. Ashton, B.Sc.
W. G. Ashworth
W. R. Atkinson, A.M.I.E.E.
R. Benn, B Sc.(Eng.), A.M.I.E.E.
J. Blackie, M.I.E.E.
T. Brennand
K. A. Bridget, B.Sc.
D. Conway
P. G. Craven, G.I.E.E.
M. Critch
W. B. Crook, G.I.E.E.
W. A. Crookes, B.Sc.
B. Davis, B.Sc.
W. N. F. Evans
W. Fowler
G. Gibson
S. H. Greenall
F. Hackett
E. Howarth
D. Hutchinson, G.I.E.E.
A. Jackson, A.M.I.C.E.
R. E. Kenwright, A.M.I.E.E.

V. W. Kershaw
E. Leeming
B. Lewis
M. Lowery
K. Mason
H. Millward, A.M.Brit.I.R.E.
L. W. Milsom
E. Norcross, B.Sc., A.Inst.P.
G. C. Parker
T. Sharples
K. Smith
N. J. Sumner
D. Taylor
J. Walton
W. Walthew
K. P. Wheeler
D. E. Woolsey

Chief Laboratory Technician

G. Gibson

Laboratory Technicians

J. Bannerman
N. Bewley
A. Kent
B. H. Wright

LIST OF COURSES

Full-Time and Sandwich page

Higher National Diploma in Electrical Engineering. 118
Ordinary National Diploma in Engineering. 120

Part-Time Day

The Instititution of Electrical Engineers Part III Examinations. 121
Higher National Certificate in Electrical Engineering. 123
Endrosements to Higher National Certificate in Electrical Engineering 124
Ordinary National Certificate in Engineering. 125
Endorsements to Ordinary National Certificate in Engineering. 126
General Course in Engineering. 127
Electrical Technicians' Course. 128
Supplementary Studies in Telecommunications and Electronics. 129
Telecommunication Technicians' Course 130
Colour Television Servicing. 131
Radio and Television Servicing Course. 131
Electronics Servicing Course. 132
Electrical Fitters' Course. 133
Electrical Installation Courses. 134
Motor Vehicle Electricians' Course. 136

Evening

The Institution of Radio and Electronic Engineers Part V Examination 137
Higher National Certificate in Electrical Engineering. 138
Endorsements to Higher National Certificate in Electrical Engineering 138
Ordinary National Certificate in Engineering. 139
Endorsements to Ordinary National Certificate in Engineering. 140
Electrical Technicians' Course. 140
Telecommunication Technicians' Course. 141
Radio and Television Servicing Course. 142
Electronics Servicing Course. 142
Electrical Installation Courses. 143
Radio Amateurs' Examination. 144

Special Short Courses

Basic Computer Circuitry and Programming.
Acceptance and Commissioning Tests for Power System Plant.

FULL-TIME COURSES

HIGHER NATIONAL DIPLOMA IN ELECTRICAL ENGINEERING

This is a Sandwich Course of three years' duration, i.e. approximately six months full-time study at the College in any one year, alternating with periods in industry. The course is designed for recognition by the Institution of Electrical Engineers as giving exemption from Parts I and II of the Institution's examination. It is also anticipated that complete exemption from the examination of the British Institution of Radio Engineers will be granted to students who take the appropriate final year subjects.

Students selected for this course may already be in employment, or may join the course directly from school.

The curriculum of the first year has been arranged to enable both types of entrant to reach an equal level on entry to the succeeding years of the course.

Group "A" is designed for those who enter with G.C.E. qualifications.

Group "O" is designed for entrants with the Ordinary National Certificate.

The industrial training periods for those students joining the course directly from school is arranged by the College.

Successful completion of the course leads to the award of the Higher National Diploma in Electrical Engineering. This Diploma is awarded jointly by the Institution of Electrical Engineers and the Ministry of Education.

CONDITIONS OF ENTRY

Students wishing to enter this course must under normal circumstances be at least 18 years of age and either

(a) have qualified for the Ordinary National Certificate or Diploma in Engineering with credit standard in all subjects, or

(b) have completed the Advanced level courses for the General Certificate of Education in Mathematics and Physics, have passed in at least one of these subjects, and passed three additional subjects including English Language, at Ordinary level.

Further information and a form of application for admission to the course may be obtained on application to the Head of Department.

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
E9	M	9.00–11.00	Electrical Technology A		E1
F17		11.00–12.30	Tutorial	A. Palmer	E2
E18		2.00–5.00	Applied Mechanics	A. B. Morrison	M850
		6.30–9.30	Private Study		E3
F16	Tu.	9.00–11.00	Physics		P173
F16		11.00–12.30	Mathematics	R. Hodgkinson	P174
F17		2.00–3.00	Liberal Studies	B. Palfrey	S102
F17		3.00–5.00	Electrical Technology B	N. T. Slater	E4

Room	Day	Time	Subject	Lecturer	Class No
F17	W	9.00–11.00	Electrical Technology A	W. S. Kirkpatrick	E5
F17		11.00–12.30	Mathematics	R. Hodgkinson	P175
		2.00–3.00	Private Study		E6
		3.00–5.00	Physical Recreation		
F18	Th.	9.00–11.00	Physics (O)		P176
F14		9.00–11.00	Engineering Drawing (A)	W. S. Kirkpatrick	E7
		11.00–12.30	Private Study (O)		E8
F14		11.00–12.30	Electrical Technology A (A)		E9
F16		1.45–3.00	Tutorial	H. C. Parker	E10
F16		3.00–5.00	Electrical Technology B	A. Palmer	E11
		6.30–9.30	Private Study		E12
F14	F	9.00–11.15	Engineering Drawing	W. S. Kirkpatrick	E13
B52		11.15–12.15	Liberal Studies		S175–189
E10		2.00–5.00	Workshop Technology	E. L. Bibby	M851

2nd YEAR (III)

F16	M	9.00–11.00	Engineering Physics		P177
B50		11.00–12.15	Management Studies	W. E. Evison	BA214
F16		1.45–4.15	Electrical Machines and Power	H. C. Parker	E14
		4.15–5.15	Private Study		E15
		6.30–9.30	Private Study		E16
F17	Tu.	9.00–11.30	Electronics	N. T. Slater	E17
F17		11.30–12.30	Mathematics	J. D. Rimmer	P178
F16		2.00–3.00	Liberal Studies	D. Swift	S103
F16		3.00–5.00	Electric Circuit Theory and Measurements	A. Palmer	E18
F16	W	9.00–11.30	Electric Circuit Theory and Measurements		E19
F16		11.30–12.30	Mathematics	J. D. Rimmer	P179
		2.00–3.00	Private Study		E20
		3.00–5.00	Physical Recreation		
F16	Th.	9.00–11.00	Electronics 1	H. Hartley	E21
B50		11.00–12.15	Management Studies	W. E. Evison	BA215
E14		2.00–5.00	Materials and Machines	F. W. Grimshaw	M852
		6.30–9.30	Private Study		E22
E1	F	9.00–10.15	Engineering Physics		P180
E1		10.15–11.15	Mathematics	J. D. Rimmer	P181
B13		11.15–12.15	Liberal Studies		S175–189
F16		2.00–4.00	Electrical Machines and Power	R. O Hall	E23
F16		4.00–5.00	Private Study		E24

3rd YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
F8	M	9.00–10.00	Engineering Physics	J. Bagot	P182
F8		10.00–11.00	Mathematics	W. Woodcock	P183
F8		11.00–12.30	Tutorial		E25
F8		2.00–5.00	Telecommunications		E26
		6.30–9.30	Private Study		E27
B14	Tu.	9.00–10.30	Mathematics	W. Woodcock	P184
B50		10.30–12.30	Management Studies	W. E. Evison	BA216
F8		2.00–5.00	Electronics 2	H. Hartley	E28
F8	W	9.00–11.00	Measurements	R. O. Hall	E29
F8		11.00–12.30	Tutorial	H. Hartley	E30
B14		2.00–3 00	Liberal Studies		S141
		3.00–5.00	Physical Recreation		
F17	Th.	9.00–11.00	Telecommunications		E31
F17		11.00–12.30	Mathematics	W. Woodcock	P185
F17		2.00–5.00	Measurements	R. O. Hall	E32
		6.30–9.30	Private Study		E33
F16	F	9 00–11.15	Electronics 2	N. T. Slater	E34
F16		11.15–12.15	Liberal Studies		S175–189
E1		2.00–5.00	Engineering Physics	J. M. Taylor	P186

ORDINARY NATIONAL DIPLOMA IN ENGINEERING

Course Tutor : H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.

This is a course of two years duration for students who have fulfilled one of the following conditions for entry :—

(i) Good ordinary level passes in G.C.E. in at least four subjects including Mathematics and Physics or Mechanics.

(ii) Pass in the second year of the General Engineering Course (G2) with credits in all subjects.

(iii) Have normally reached the age of 16 years on 1st August.

The first year of the course occupies 36 weeks, followed by 3 months in industry. The second session lasts 26 weeks (October to Easter) when the final (Assessed) examinations are taken.

Successful completion of the course leads to the award of an Ordinary National Diploma in Engineering. It carries with it exemption from the Joint Part 1 examination of the Engineering Institutions (with the exception of English). Those who do not possess a General Certificate of Education in English at Ordinary level, or similar exempting qualifications, must pass in this subject before entering 2nd year of the Ordinary National Diploma Course. Students holding an Ordinary National Diploma may proceed to further study in Higher National Diploma or Higher National Certificate Courses in Electrical, Mechanical, or Production Engineering depending on the subjects passed in the final year of the course.

Application for entry to the course must be made not later than 14th September on a special form obtainable from the college office.

1st YEAR (2)

Room	Day	Time	Subject	Lecturer	Class No
E17	M	9.00–10 00	Mathematics	R. Hodgkinson	P187
E17		10.00–12.15	Mechanics and Heat	R. Wood	M162
E24		1.45–5.00	Engineering Drawing		M163
E12	Tu	9.00–11 15	Mechanics and Heat	R. Wood	M164
E12		11.15–12.15	Mathematics		P188
E10		1.45–5.00	Workshop Technology		M166
E13	W	9.00–12.15	Electrical Engineering Science	B. Marshall	E35
		1.45–5.00	Physical Recreation		
B24	Th	9.00–12.15	Workshop Practice		M168
B24		1.45–5.00	Workshop Practice		M169
E21	F	9.00–11.15	Physics		P189
E21		11.15–12.15	Liberal Studies		
		1.45–2.45	Liberal Studies		S193
E18		2.45–4.00	Mathematics		P190
E18		4.00–5.00	Mathematics	R. Hodgkinson	P191

2nd YEAR (II)

F11	M	9.00–11.15	Physics		P192
F11		11.15–12.15	Mathematics	W. Watson	P193
E14		1.45–5.00	Heat Engines	P. J. Thompson	M183
F10	Tu.	9.00–12.15	Electrical Engineering 1	J. A. Askew	E36
F10		1.45–5.00	Electrical Engineering 2		E37
E24	W	9.00–12.15	Engineering Drawing	G. T. Ramsden	M186
		1.45–5.00	Physical Recreation		
E12	Th.	9.00–12.15	Applied Mechanics	F. W. Grimshaw	M187
E13		1.45–5.00	Workshop Technology	E. L. Bibby	M188
E12	F	9.00–10.00	Tutorial	N. A. Butterworth	M189
E12		10.00–11.15	Mathematics	W. Watson	P194
E12		11.15–12.15	Liberal Studies		
F32		1.45–2.45	Liberal Studies		
F32		2.45–4.00	Mathematics	W. Watson	P195
F32		4.00–5.00	Physics		P196

PART-TIME DAY COURSES

THE INSTITUTION OF ELECTRICAL ENGINEERS—PART III EXAMINATION

Students who hold both the Ordinary National Certificate and the Higher National Certificate with credits in their Electrical Subjects, and have also obtained credits in certain other Endorsement Subjects, can claim exemption from Part I and Part II of the Institution of Electrical Engineers Associate Membership Examination.

To gain complete exemption from the Associate Membership Examination, students who have exemption from, or have passed Part I and Part II, must then take and pass the Part III Examination.

Entry to the Part III Examination is limited to those students exempted from Parts I and II, and who have followed a recognised course in preparation for the Part III Examination, and have a recognised qualification in English.

Entry to the Part III Examination is also limited to candidates who are student members of the Institution or have obtained permission to sit the examination from the Secretary of the Institution.

Candidates who have not complied with this requirement must despatch the appropriate application to the Secretary by 1st November of the year prior to entry, for the May/June examinations or by 1st May for the November/December examinations.

The following courses are designed to prepare students for the Part III Examination, in which passes must be obtained in Advanced Electrical Engineering and two other subjects. These passes may all be obtained at the same time or individually at different times.

The subject Engineering Physics or Applied Thermodynamics of Part II can be taken at the same time as the Part III subject of Advanced Electrical Engineering.

Further details are available from the Head of the Department.

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
F1	Tu.	9.00–11.00	Advanced Electrical Engineering A	R. O. Hall	E38
F1		11.00–1 00	Advanced Electrical Engineering B	A. Palmer	E39
F33/20		2.00–3.45	Engineering Physics A	J. Bagot	P197
F33/20		3.45–5.30	Engineering Physics B		P198

2nd YEAR (III)

Group A

F9	M	9.00–11.00	Utilisation of Electrical Plant	H. C. Parker	E40
F9/6		11.00–12.30	Electrical Laboratory and Tutorial	H. Hartley	E41
F9/6		1.45–3.00		H. Hartley	E42
F9		3.00–5.00	Applied Electronics	H. Hartley	E43
F9		5.30–7.00	Tutorial	H. Hartley	E44

Group B

F9	M	9.00–11.00	Utilisation of Electrical Plant	H. C. Parker	E40
F5/9		11.00–12.30	Electrical Laboratory and Tutorial	R. O. Hall	E45
F5/9		1.45–3.00		R. O. Hall	E46
E9		3.00–5.00	Electricity Supply	R. O. Hall	E47
F17		5.30–7.00	Tutorial	R.O. Hall	E48

HIGHER NATIONAL CERTIFICATE IN ELECTRICAL ENGINEERING

The Institution of Electrical Engineers, in conjunction with the Ministry of Education, has approved the following grouped courses of instruction for the award of the Higher National Certificate in Electrical Engineering.

Students entering the first year of this course must hold an Ordinary National Certificate in Electrical Engineering or produce evidence of equivalent attainment.

The course is of two years duration and requires attendance on one day and one evening per week.

Students who anticipate applying for membership of the Institution of Electrical Engineers at some future date should consult the Head of Department before starting the first year of the course.

1st YEAR (III)

Group A

Room	Day	Time	Subject	Lecturer	Class No
F1	W	9.00–11.00	Mathematics		P199
F1		11.00–12.45	Electrical Engineering A1	W. S. Kirkpatrick	E49
F9		2.00–3.45	Electrical Laboratory and Tutorial	H. C. Parker	E50
F9		3.45–5.30	Electrical Technology	H. C. Parker	E51
F21	W	7.00–9.15	Engineering Physics A		P200
E21	Th.	7.00–9.30	Applied Thermo-dynamics 1	L. W. Milsom	M853

Group B

	W	9.00–11.00	Mathematics	J. B. Wignall	P201
F10		11.00–12.45	Electrical Engineering A1	R. N. Abbott	E52
F1		1.45–4.15	Applied Mechanics	E. L. Bibby	M854
F1		4.15–5.30	Electrical Engineering A1	R. N. Abbott	E53
F21	W	7.00–9 15	Engineering Physics A		P200
E21	Th.	7.00–9.30	Applied Thermo-dynamics 1	L. W. Milsom H. C. Parker	M853

Group C

F26	W	9.00–10.30	Physics Theory	Miss M. Evison	P109
F18		10.30–12.15	Physics Practical	Miss M. Evison	P110
F9		2.00–3.45	Electrical Laboratory and Tutorial	H. C. Parker	E50
F9		3.45–5.30	Electrical Technology		E51

Students must take Mathematics, Electrical Engineering A1 and one other subject.

Students who anticipate applying for Membership of the Institution of Electrical Engineers at some future date must complete Applied Mechanics and Physics 2 before entering the final year of the course.

Students must have completed Physics 2 before taking Engineering Physics A or B, or Applied Thermodynamics 1.

2nd YEAR (III)

Group A

Room	Day	Time	Subject	Lecturer	Class No
E9	W	9.00–10.45	Electrical Power	R. N. Abbott	E54
F9		10.45–12.30	Electrical Engineering A2	A. Palmer	E55
F8		1.45–3.45	Electrical Laboratory and Tutorial	N. T. Slater	E56
F8		3.45–5.30	Tutorial	H. Hartley	E57
F1	M	7.00–9.15	Electrical Technology	W. S. Kirkpatrick	E179
E10	M	7.00–9.30	Applied Thermo-dynamics 2	M. Lowery	M855
F21	W	7.00–9.15	Engineering Physics A		P200
FKH	W	7.00–9.15	Mathematics		P202

Group B

F9	W	9.00–10.45	Electronics	N. T. Slater	E58
F9		10.45–12.30	Electrical Engineering A2	A. Palmer	E55
F8		1.45–3.45	Electrical Laboratory and Tutorial	N. T. Slater	E56
F8		3.45–5.30	Tutorial	H. Hartley	E57
F1	M	7.00–9.15	Electrical Technology	W. S. Kirkpatrick	E179
E10	M	7.00–9.30	Applied Thermo-dynamics 2	M. Lowery	M855
F21	W	7.00–9.15	Engineering Physics A		P200
FKH	W	7.00–9.15	Mathematics		P202

Students must take Electrical Engineering and two other subjects including at least one electrical subject. Electrical Technology must be taken if it has not been taken previously.

Engineering Physics A or B can only be taken by students who have already completed Physics 2 and Applied Thermodynamics 2 by students who have already completed Applied Thermodynamics 1.

ENDORSEMENTS TO HIGHER NATIONAL CERTIFICATES IN ELECTRICAL ENGINEERING (III)

Students who hold the Ordinary National Certificate together with the necessary Endorsements, and also hold the Higher National Certificate, can take Endorsement Courses to enable them to claim exemption from certain of the examinations of the Institution of Electrical Engineers. Further information is available from the Head of Department.

Room	Day	Time	Subject	Lecturer	Class No
F33/20	Tu.	2.00–3.45	Engineering Physics A	J. Bagot	P197
F33/20		3.45–5 30	Engineering Physics B		P198
F8	Tu.	7.00–9.15	Electrical Power Laboratory		E181
E9	W	9.00–10.45	Electrical Power	R. N. Abbott	E54
F9		9.00–10.45	Electronics	N. T. Slater	E58
F10	F	7.00–9.15	Electronics Laboratory		E183

ORDINARY NATIONAL CERTIFICATE IN ENGINEERING

The Institution of Electrical Engineers, in conjunction with the Ministry of Education, has approved the following grouped courses of instruction for the award of the Ordinary National Certificate in Engineering.

Students entering the first year of this course must either :—

(a) have passed the final examinations of the General Engineering Course with Credits in Mathematics and Engineering Science, and have obtained a pass in Engineering Drawing, or

(b) hold ordinary level passes in G.C.E. in at least four subjects including Mathematics and an approved Science subject.

The course is of two years' duration and requires attendance on one day and one/two evening(s) per week.

1st YEAR (II)

Group A

Room	Day	Time	Subject	Lecturer	Class No
F1	M	9.00–11.00	Mathematics 1		P203
F1		11.00–12.30	Electrical Engineering Science	T. H. Cowperthwaite	E59
F10		1.45–3.00		T. H. Cowperthwaite	E60
F10		3.00–5.15	Mechanical Engineering Science	G. T. Ramsden	M856
De4	M	7.00–9.00	English and Liberal Studies	G. Armstrong	S92
	Tu.	7.00–9.00	English		S285
F14	Tu.	7.00–9.15	Engineering Drawing	V. W. Kershaw	E61
F26	Th.	7.00–9.15	Physics 1	K. A. Bridget	P204

Group B

Room	Day	Time	Subject	Lecturer	Class No
F10	M	9.00–11.30	Electrical Engineering Science	J. A. Askew	E62
F10		11.30–12.30	Mechanical Engineering Science	G. B. Rowbottom	M857
F1		1.45–3.00		G. B. Rowbottom	M858
F1		3.00–5.00	Mathematics 1	T. Herrod	P205
De7		7.00–9.00	English and Liberal Studies		S93
F14	Tu.	7.00–9.15	Engineering Drawing	W. V. Kershaw	E61
F33/20	W	7.00–9.15	Physics 1	J. G. Walker	P206
De4	Th.	7.00–9.00	English		S168

2nd YEAR (II)

Group A

Room	Day	Time	Subject	Lecturer	Class No
F8	Th.	9.00–10.30	Electrical Engineering I	J. A. Askew	E63
F8		10.30–12.15	Electrical Laboratory and Tutorial	R. Duddle	E64
F8		1.45–3.15	Electrical Engineering 2	J. A. Askew	E65
F8		3.15–5.15	Mathematics 2	F. Richardson	P207
De1	Th.	7.00–9.00	English and Liberal Studies		
F33/20	F	7.00–9.15	Physics 2	J. Ashton	P208

Group B

F10	Th.	9.00–10.30	Electrical Engineering 2	R. N. Abbott	E66
F10		10.30–12.30	Mathematics 2		P209
F10		2.00–3.30	Electrical Engineering I		E67
F10		3.30–5.15	Electrical Laboratory and Tutorial	J. A. Askew	E68
De2	Th.	7.00–9.00	English and Liberal Studies		
F26/20	F	7.00–9.15	Physics 2		P210

ENDORSEMENTS TO ORDINARY NATIONAL CERTIFICATES IN ELECTRICAL ENGINEERING (II: English I)

Students who are anticipating applying for membership of the Institution of Electrical Engineers at some future date must hold Certificates for all Endorsements to the Ordinary National Certificate before entering the final year of their Higher National Certificate Course.

Not more than one of these Endorsement Subjects can be taken as a main subject in the penultimate year of the Higher National Certificate Course.

It is also desirable for these students to obtain an exempting qualification in English at this stage. This must be obtained before the student can sit the I.E.E. Part III Examination.

Room	Day	Time	Subject	Lecturer	Class No
F33	W	9.00–10.30	Physics Theory	Miss M. Evison	P109
F18		10.30–12.15	Physics Practical	Miss M. Evison	P110
F1		1.45–4.15	Applied Mechanics	E. L. Bibby	M854
De4	Th.	7.00–9.00	English		S168

GENERAL COURSE IN ENGINEERING

This course is of two years duration for students who show promise of being able to proceed EITHER to a Technicians' course OR a National Certificate course in Mechanical or Electrical Engineering.

Entry to the first year of the course is normally for school leavers of 15 in the category indicated above.

School leavers of 16 years of age who have followed a suitably full-time course at a secondary school may enter the second year of the course directly.

Students will be directed into appropriate further study depending upon their success in the final examinations. These courses would normally be the Ordinary National Certificate, Ordinary National Diploma, or a Technician's Course in either Electrical or Mechanical Engineering.

Identical courses are available in both the Electrical and the Mechanical Engineering Departments, and success in any allows further study in either Department.

Attendance is required on one day and one evening per week.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B14	F	9.00–11.00	Engineering Science	K. Bowker	E69
B14		11.00–12.45	Mathematics	T. Herrod	P211
F14		2.00–3.30	English and Liberal Studies		S200
F14		3.30–5.00	Drawing	W. S. Kirkpatrick	E70
De8	Tu.	7.00–9.30	Workshop Processes, Materials and Sketching	G. Gibson	E71

2nd YEAR (I)

Group D

F9	Tu.	9.00–11.00	Engineering Science	W. S. Kirkpatrick	E72
B14		11.00–12.15	English and Liberal Studies	D. Maddox	S99
F14		1.45–3.30	Mathematics	W. Watson	P212
F14		3.30–5.00	Engineering Drawing	R. Duddle	E73
F1	Th.	7.00–9.30	Workshop Processes, Materials and Sketching	K. Bowker	E74

Group E

F10	W	9.00–11.00	Engineering Science	R. Duddle	E75
E9		11.00–12.15	English and Liberal Studies	D. Maddox	S130
F14		1.45–3.30	Mathematics		P213
F14		3.30–5.00	Engineering Drawing	B. Marshall	E76
De9	Tu.	7.00–9.30	Workshop Processes, Materials and Sketching	A. Lewis	E77

Group F

Room	Day	Times	Subject	Lecturer	Class No
	F	9.00–11.00	Engineering Science		E78
		11.00–12.45	Mathematics		P214
		2.00–3.30	Engineering Drawing		E79
		3.30–5.00	English and Liberal Studies		
	M	7.00–9 30	Workshop Processes, Materials and Sketching		E80

ELECTRICAL TECHNICIANS' COURSES

The scheme of work and examinations for electrical technicians are those recommended by the City and Guilds of London Institute, in conjunction with the Ministry of Education and the Institution of Electrical Engineers.

The Technicians' Certificates provide qualifications for technicians engaged in the design, manufacture, testing, erection, operation and maintenance of electrical plant and equipment, in one of the following branches of Electrical Engineering :—

Plant and Machinery ;

Power Generation and Supply ;

Industrial Electronics.

The course is of four years' duration, leading to an Electrical Technicians' Certificate, but an Intermediate Certificate is awarded to candidates passing the City and Guilds examinations at the end of the second year. Attendance is required on one day per week.

Endorsement Certificates will be awarded to those who have obtained an Electrical Technicians' Certificate, and have subsequently completed further courses in advanced techniques.

A Full Technological Certificate will be awarded to a candidate who holds an Electrical Technician's Certificate, and two suitable Endorsement Certificates.

Students entering the first year of the course should normally be 16 years of age and have either :—

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed the first year examinations of the General Course in Engineering ; or

(c) satisfied the Head of Department that they have passed an examination of equivalent standard.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
F10	F	9.00–11.15	Electrical Engineering Principles		E81
F10		11.15–12.45	Mathematics		P215
F17		2.00–3.00	Technical Reports	R. Duddle	E82
F17		3.00–5.15	Materials and Drawing	K. Bowker	E83

2nd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F8	Tu.	9.00–11.15	Electrical Engineering Principles	R. Duddle	E84
F8		11.15–12.45	Mathematics		P216
E9		2.00–3.15	Technical Reports	R. Duddle	E85
E9		3.15–5.15	Materials and Drawing	W. S. Kirkpatrick	E86

3rd YEAR (II)

E9	F	9.00–11.00	Electrical Engineering Principles	B. Marshall	E87
E9		11.00–12.30	Electrical Laboratory and Tutorial		E88
F9		1.45–3.15	Mathematics		P217
F27		3.15–5.15	Electrical Power Equipment 1	J. A. Askew	E89
F9		3.15–5.15	Industrial Electronics 1	R. N. Abbott	E90

4th YEAR (II)

	Th.	9.00–10.45	Electrical Power Equipment 2		E91
B14		9.00–10.45	Industrial Electronics 2		E92
		10.45–12.30	Testing Methods (Power)		E93
B14		10.45–12.30	Testing Methods (Electronics)		E94
F1		1.45–3.30	Electrical Laboratory and Tutorial		E95
F1		3.30–5.15	Utilisation and Maintenance of Electrical Plant		E96

SUPPLEMENTARY STUDIES IN TELECOMMUNICATION AND ELECTRONICS (III)

These syllabuses have been drawn up by the City and Guilds of London Institute for those who, having already received education and experience of satisfactory standard wish to further their studies in various special fields.

Two subject certificates in conjunction with an Intermediate and Final Telecommunication Technicians' Certificate are necessary for the award of a Full Technological Certificate.

Mathematics to the A1 level of a Higher National Certificate must be studied with the course, unless completed earlier.

Room	Day	Time	Subject	Lecturer	Class No
B56	F	9.00–11.00	Mathematics	J. B. Wignall	P218
B56		11.00–12.45	Advanced Telecommunication and Electronic Principles I		E97
F8		2.00–3.30	Tutorial		E98
F8		3.30–5.15	Advanced Telecommunication and Electronic Principles II		E99

TELECOMMUNICATION TECHNICIANS' COURSE

This course has been designed to meet the training needs of employees of the Post Office and of organisations engaged in the manufacture, maintenance and operation of telecommunication apparatus.

The course is designed to cover four years' part-time study.

The Intermediate Telecommunication Certificate will be awarded after satisfactory completion of the first two years, provided all the second year examinations have been passed at one sitting.

The Telecommunication Technicians' Certificate will be awarded after satisfactory completion of all four years, provided all the fourth year examinations have been passed at one sitting.

The Full Technological Certificate will be awarded to Telecommunication Technicians over the age of 21 who hold:

(a) the Intermediate Telecommunication Certificate ;

(b) the Telecommunication Technicians' Certificate ;

(c) at least two subject certificates of the Supplementary Studies.

Further details are available from the Head of Department.

Students entering the first year of the course should normally be 16 years of age and have either:

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed the first year examinations of the General Course in Engineering ; or

(c) satisfied the Head of Department that they have passed an examination of equivalent standard.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
F14	M	9.00–11.00	Science	T. H. Cowperthwaite	E102
B14		11.00–12.45	Mathematics	T. Herrod	P219
F14		2.00–3.00	Mathematics	T. Herrod	P220
F14		3.00–5.00	Drawing	W. S. Kirkpatrick	E103
F14		5.15–7.15	Elementary Telecommunications Practice	N. J. Sumner	E104

2nd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
E17	Tu.	9.00–11.00	Mathematics A	T. Herrod	P221
B21		11.00–12.45	Principles A and		E105
		2.00–3.15	Laboratory		E106
B21		3.15–5.15	Telephony and Telegraphy A	W. Fowler	E107
		3.15–5.15	Radio and Line Transmission A		E108

3rd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F1	F	9.00–11.00	Mathematics B	R. Hodgkinson	P222
F8		11.00–12.30	Principles B and		E109
F1		1.45–3.15	Laboratory		E110
F1		3.15–5.15	Telephony B	W. N. F. Evans	E111
B56		3.15–5.15	Radio and Line Transmission B		E112

4th YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
E9	Th.	9.00–11.00	Mathematics C	J. D. Rimmer	P223
E9		11.00–12.45	Principles C and		E113
E9		2.00–3.15	Laboratory		E114
E9		3.15–5.15	Telephony C		E115
		3.15–5.15	Radio C		E116

COLOUR TELEVISION SERVICING (III)

The following course has been devised by the City and Guilds of London Institute and the Radio Trades Examination Board to meet the demand for courses in colour television servicing.

The course is designed as an endorsement to the Radio and Television Servicing Certificate and only candidates holding this or equivalent Certificates will be allowed to sit the final examination.

Room	Day	Time	Subject	Lecturer	Class No
F12	Tu.	2.00–5.00	Techniques and Practical	D. Baxter	E117
F1	Tu.	7.00–9.15	Theory	D. Baxter	E118

RADIO AND TELEVISION SERVICING

The course is designed to cover five years, and an Intermediate examination is taken after three years. In the intermediate and final years the written examination will be set and marked by the City and Guilds of London Institute and the practical examination by the Radio Trades Examination Board.

Successful candidates will be awarded an Intermediate certificate after the Intermediate examination, and a Radio and Television Servicing Certificate after the final examination.

Students entering the first year of the course should normally be 16 years of age and have either:

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination ; or

(c) satisfied the Head of Department of their ability to take the course.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
F17	F	9.00–11.00	Radio Theory	F. H. Downham	E119
F17		11.00–12.30	Calculations and Drawing	T. H. Cowpherthwaite	E120
F12		2.00–5.00	Practical Work	F. H. Downham	E121
F1		5.15–6.15	English		S205
2nd YEAR (I)					
F12	Tu.	9.00–12.00	Practical Work	F. H. Downham	E122
F1		1.45–3.15	Calculations and Drawing	J. A. Askew	E123
F1		3.15–5.15	Radio Theory	T. H. Cowperthwaite	E124
F9		5.30–6.30	English		S117
3rd YEAR (I)					
F17	M	9.00–11.00	Radio Theory	D. Baxter	E125
F16		11 00–12.45	Radio Techniques and Calculations	F. H. Downham	E126
F12		2.00–5.00	Practical Work	D. Baxter	E127
4th YEAR (II)					
F14	W	9.00–11.00	Television Theory	D. Baxter	E128
F14		11.00–12.45	Television Techniques	F. H. Downham	E129
F12		2.00–5.00	Practical Work	F. H. Downham	E130
5th YEAR (II)					
F9	Th.	9.00–11.00	Television Theory	D. Baxter	E131
F9		11.00–12.45	Television Techniques	F. H. Downahm	E132
F12		2.00–5.00	Practical Work	D. Baxter	E133

ELECTRONICS SERVICING

The course is designed to cover five years, and an Intermediate examination is taken after three years. In the intermediate and final years the written examination will be set and marked by the City and Guilds of London Institute and the practical examination by the Radio Trades Examination Board.

Successful candidates will be awarded an Intermediate Certificate after the Intermediate examination, and an Electronic Servicing Certificate after the final examination.

Students entering the first year of the course should normally be 16 years of age and have either:

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination; or

(c) satisfied the Head of Department of their ability to take the course.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
F17	F	9.00–11.00	Theory	F. H. Downham	E119
F17		11.00–12.30	Calculations and Drawing	T. H. Cowperthwaite	F17
F12		2.00–5.00	Practical Work	F. H. Downham	E121
F1		5.15–6.15	English		S205

2nd YEAR (I)

F12	Tu.	9.00–12.00	Practical Work	F. H. Downham	E122
F1		1.45–3.15	Calculations and Drawing	J. A. Askew	E123
F1		3.15–5.15	Theory	T. H. Cowperthwaite	E124
F9		5.30–6.30	English		S117

3rd YEAR (I)

F17	M	9.00–11.00	Theory	D. Baxter	E125
F16		11.00–12.45	Techniques and Calculations	F. H. Downham	E126
F12		2.00–5.00	Practical Work	D. Baxter	E127

ELECTRICAL FITTERS' COURSES

The basic course is designed to cover three years but further years of instruction may be devoted to specific craft subjects such as:

Armature Winding.

Switchgear Assembly and Wiring.

Industrial Electronic Equipment.

Maintenance of Power Station Auxiliaries, etc.

In the final year of the course the examinations are set and marked by the City and Guilds of London Institute. Successful candidates will be awarded the Electrical Fitters' Certificate.

Endorsement certificates will be awarded to students who have passed the examination in one or more of the special craft subjects after a further year's study.

Students entering the first year of the course should normally be 16 years of age and have either:

(a) followed a suitable five year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination ; or

(c) satisfied the Head of Department of their ability to take the course.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
E8	F	9.00–11.00	Workshop	F. Walmsley	E134
F27		11.00–12.30	Theory	B. Marshall	E135
F10		1.45–3.00	Theory	B. Marshall	E136
F10		3.00–5.15	Drawing, Calculations and Mechanics	T. H. Cowperthwaite	E137
F9		5.30–6.30	English		S206

2nd YEAR (I)

E8	Th.	9.00–11.15	Workshop	F. Walmsley	E138
B16		11.15–12.30	Drawing, Calculations	F. Walmsley	E139
F14		1.45–3.00	and Mechanics	F. Walmsley	E140
F9		3.00–5.15	Theory	R. Duddle	E141
B14		5.30–6.30	English		S166

3rd YEAR (I)

B14	W	9.00–11.15	Theory	J. A. Askew	E142
B14		11.15–12.30	Drawing, Calculations		E143
F16		1.45–3.00	and Mechanics		E144
F16/E8		3.00–5.15	Workshop	A. Lewis	E145

ELECTRICAL INSTALLATION WORK

Course A

This is a course of three years duration, and is intended to assist the craft apprentice recruited normally at the age of 15-plus to reach the standard of practical proficiency expected of an electrician engaged to carry out work under supervision. The course is designed to supplement industrial experience and so improve both his skill and understanding of his work as an installation electrician.

The examinations in the final year of the course will be set and marked by the City and Guilds of London Institute for the purpose of the award of the Institutes Electrical Craft Practice Certificate.

Students who have satisfactorily completed the first year of the course at the appropriate level may be admitted to the first year of Course B.

Course B

This is a course of three years duration and at the end of this time the student should have reached the standard of a journeyman.

In the final year of the course the examination will be set and marked by the City and Guilds of London Institute for the purpose of the award of the Course B Certificate. An apprentice or learner employed by an Electrical Installation Contractor, or a candidate otherwise engaged in electrical installation work, who has obtained the Course B Certificate and who is desirous of obtaining the Electrician's Certificate, must forward to the City and Guilds of London Institute a statement of his practical training and work. If approved, he will be awarded the Electrician's Certificate.

Students entering the first year of the course should normally be 16 years of age and have either :

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination ; or

(c) satisfied the Head of Department of their ability to take the course.

COURSE A

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
F14	Tu.	9.00–10.45	Craft Theory	K. Bowker	E146
F14		10.45–12.30	Related Studies	B. Marshall	E147
B52		1.45–2.45	Liberal Studies	D. Maddox	S104
F11/E8		2.45–5.00	Craft Practice	A. Lewis	E148

COURSE B

1st YEAR (I)

Group A

B14	M	9.00–10.30	Installation Technology	K. Bowker	E149
E8		10.30–12.30	Practical Work	K. Bowker	E150
F17		1.45–3.15	Calculations and Drawing Technology	F. Walmsley	E151
F17		3.15–5.15	Science	R. Duddle	E152
B14		5.30–6.30	English	H. L. Knowles	S87

Group B

B21	M	9.00–11.00	Science	B. Marshall	E153
F14		11.00–12.30	Calculations and Drawing	B. Marshall	E154
B14/E8		1.45–3.45	Practical Work	A. Lewis	E155
B14		3.45–5.15	Installation Technology	A. Lewis	E156
F8		5.30–6.30	English	A. E Roper	S88

Group C

F1	Th.	9.00–11.00	Science	A. Lewis	E157
F1		11.00–12.30	Calculations and Drawing	A. Lewis	E158
B14		1.45–3.15	Installation Technology	K. Bowker	E159
B14/E8		3.15–5.15	Practical Work	K. Bowker	E160
F9		5.30–6.30	English		S165

2nd YEAR (I)

Group A

Room	Day	Time	Subject	Lecturer	Class No
E9/8	Tu.	9.00–11.00	Practical Work	A. Lewis	E161
E9		11.00–12.30	Installation Technology	A. Lewis	E162
F9		1.45–3.15	Calculations and Drawing	B. Marshall	E163
F9		3.15–5.15	Science	B. Marshall	E164
B14		5.30–6.30	English		S115

Group B

F11	Tu.	9.00–11.00	Science	F. Walmsley	E165
E8		11.00–12.30	Practical Work	K. Bowker	E166
B14/E8		1.45–3.45	Installation Technology and Practical Work	K. Bowker	E167
B14		3.45–5.15	Calculations and Drawing	K. Bowker	E168
F1		5.30–6.30	English		S116

3rd YEAR (I)

Group A

F9	F	9.00–11.00	Science	R. N. Abbott	E169
F9		11.00–12.30	Drawing and Tutorial	R. Duddle	E170
E9		1.45–3.15	Installation Technology	F. Walmsley	E171
E9/8		3.15–5.15	Practical Work	F. Walmsley	E172
De9	M	7.15–9.15	Mathematics	A. Jackson	E173

Group B

F8	F	9.00–11.00	Science		E174
F1		11.00–12.30	Drawing and Tutorial		E175
B14		1.45–3.15	Installation Technology	A. Lewis	E176
E8/B14		3.15–5.15	Practical Work	A. Lewis	E177
De9	M	7.15–9.15	Mathematics	A. Jackson	E173

MOTOR VEHICLE ELECTRICIANS WORK

This course has been designed to meet the needs of apprentices engaged in the repair of electrical equipment for motor vehicles.

The course is arranged to cover three years' part-time study. In the final year of the course the examinations are set and marked by the City and Guilds of London Institute. Successful candidates will be awarded the Motor Vehicle Electricians' Certificate.

Students entering the first year of the course should normally be 16 years of age and have either :

(a) followed a suitable five year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination ; or

(c) satisfied the Head of Department of their ability to take the course.

1st YEAR (MVIDa) (I)

Room	Day	Time	Subject	Lecturer	Class No
Ch.St.	W	9.00–12.15	Motor Vehicle Practice	J. McRory	M511
B19		1.45–5.00	Motor Vehicle Science and Laboratory	R. H. Mason	M512
B19	M	7.00–9.30	Motor Vehicle Techniques	J. McRory	M510

2nd YEAR (I)

E8	W	9.00–11.30	Workshop Practice		E174
B52		11.30–12.30	English and Liberal Studies	J. Mawdsley	S133
F17		2.00–5.00	Electrical Science and Laboratory		E175
E9	Th.	7.00–9.15	Automobile Electrical Technology		E176

EVENING COURSES

THE BRITISIH INSTITUTION OF RADIO ENGINEERS— GRADUATESHIP EXAMINATION (III)

Students who hold both the Ordinary National Certificate and the Higher National Certificate with credits in their Electrical Subjects, and have also obtained credits in certain other Endorsement Subjects, can claim exemption from Parts I, II, III and IV of the Brit.I.R.E. Graduateship Examination.

To gain complete exemption from the Graduateship Examination students must also pass or gain exemption from Part V. The following course is designed to give exemption from Part V.

Further details are available from the Head of the Department.

Room	Day	Time	Subject	Lecturer	Class No
F17	M	7.00–9.15	Applied Electronics	H. Hartley	E177
F16	Tu.	7.00–9.15	Telecommunications		E178

HIGHER NATIONAL CERTIFICATE IN ELECTRICAL ENGINEERING

Students entering the first year of this course must hold an Ordinary National Certificate in Electrical Engineering or produce evidence of equivalent attainment. The course is of two years duration and requires attendance on three evenings per week. Students who anticipate applying for membership of the Institution of Electrical Engineers at some future date should consult the Head of Department before starting the first year of the course.

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
F1	M	7.00–9.15	Electrical Technology	W. S. Kirkpatrick	E179
De11	Tu.	7.00–9.15	Mathematics	G. C. Parker	P224
F9	Th.	7.00–9.15	Electrical Engineering A1	H. C. Parker	E180
E23	F	7.00–9.30	Applied Mechanics	K. Wheeler	M859
F33/20	F	7.00–9.15	Physics 2	J. Ashton	P208

2nd YEAR (III)

Fk.A.	M	7.00–9.15	Mathematics		P225
F1	M	7.00–9.15	Electrical Technology	W. S. Kirkpatrick	E179
E10	M	7.00–9.30	Applied Thermo-dynamics 2	M. Lowery	M855
F8	Tu.	7.00–9.15	Electrical Power	H. C. Parker	E181
F21	W	7.00–9.15	Engineering Physics "A"		P200
F10	Th.	7.00–9.15	Electrical Engineering A2	R. N. Abbott	E182
E21	Th.	7.00–9.30	Applied Thermo-dynamics I	L. W. Milsom	M853
F10	F	7.00–9.15	Electronics		E183

Students must take Electrical Engineering A2 and two other subjects including at least one electrical subject. Electrical Technology must be taken if it has not been previously taken.

Engineering Physics A or B can only be taken by students who have already completed Physics 2, and Applied Thermodynamics 2 by students who have already completed Applied Thermodynamics 1.

ENDORSEMENTS TO HIGHER NATIONAL CERTIFICATES IN ELECTRICAL ENGINEERING (III: English I)

Students who hold the Ordinary National Certificate together with the necessary Endorsements, and also hold the Higher National Certificate, can take Endorsement Courses to enable them to claim exemption from certain of the examinations of the Institution of Electrical Engineers. Further information is available from the Head of Department.

Room	Day	Time	Subject	Lecturer	Class No
Fk.A.	M	7.00–9.15	Mathematics		P225
F17	M	7.00–9.15	Applied Electronics	H. Hartley	E177
E10	M	7.00–9.30	Applied Thermo-dynamics 2	M. Lowery	M855
F16	Tu.	7.00–9.15	Telecommunications		E178
F8	Tu.	7.00–9.15	Electrical Power	H. C. Parker	E181
F21	W	7.00–9.15	Engineering Physics "A"		P200
E21	Th.	7.00–9.30	Applied Thermo-dynamics 1	L. W. Milsom	M853
De4	Th.	7.15–9.15	English		S168
F10	F	7.00–9.15	Electronics		E183

ORDINARY NATIONAL CERTIFICATE IN ENGINEERING

Students entering the first year of this course must either :

(a) have passed the final examinations of the General Engineering Course with credits in Mathematics and Engineering Science and a pass in Engineering Drawing, or

(b) have passed the final examinations of the General Engineering Course with

(b) hold ordinary level passes in G.C.E. in at least four subjects including Mathematics and an approved Science subject.

Attendance is required on three evenings per week. The course is arranged to cover a three-year period, during which a total of eight or nine subjects must be taken, equivalent to those taken in the two years of the day course.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
De2	M	7.00–9.15	Mathematics 1		P226
	Tu.	7.00–9.00	English		S285
F14	Tu.	7.00–9.15	Engineering Drawing	V. W. Kershaw	E61
E21	F	7.00–9.15	Mechanical Eng-ineering Science		M860

Students must take Mathematics 1, Mechanical Engineering Science and one other subject.

2nd YEAR (II)

F8	M	7.00–9.30	Electrical Engineering Science	W. B. Crook	E184
	Tu.	7.00–9.00	English		S285
F33/20	W	7.00–9.15	Physics 1	J. G. Walker	P206
De7	Th.	7.00–9.15	Mathematics 2	W. A. Crookes	P227

3rd YEAR (II)

Group A

Room	Day	Time	Subject	Lecturer	Class No
F9	M	7.00–9.15	Electrical Engineering 2	T. H. Cowperthwaite	E185
F10	W	7.00–9.15	Electrical Engineering 1	R. E. Kenwright	E186
De7	Th.	7.00–9.15	Mathematics 2	W. A. Crookes	P227
F33/20	F	7.00–9.15	Physics 2	J. Ashton	P208

Group B

B12	M	7.00–9.15	Physics 2		P228
Ty10	Tu.	7.00–9.15	Mathematics 2	R. Thompson	P229
F8	Th.	7.00–9.15	Electrical Engineering 2	R. E. Kenwright	E187
F8	F	7.00–9.15	Electrical Engineering 1		E188

ENDORSEMENTS TO ORDINARY NATIONAL CERTIFICATES IN ELECTRICAL ENGINEERING (II: English I)

Students who are anticipating applying for membership of the Institution of Electrical Engineers at some future date must hold Certificates for all Endorsements to the Ordinary National Certificate before entering the final year of their Higher National Certificate Course.

Not more than one of these Endorsement Subjects can be taken as a main subject in the penultimate year of the Higher National Certificate Course.

It is also desirable for these students to obtain an exempting qualification in English at this stage. This must be obtained before the student can sit the I.E.E. Part III Examination.

Room	Day	Time	Subject	Lecturer	Class No
B12	M	7.00–9.15	Physics 2		P228
	Tu.	7.00–9.00	English		S285
F33/20	W	7.00–9.15	Physics 1	J. G. Walker	P206
F26/20	Th.	7.00–9.15	Physics 1	K. A. Bridget	P204
B21	Th.	7.00–9.30	Applied Mechanics	T. Sharples	M861
E23	F	7.00–9.30	Applied Mechanics	K. Wheeler	M859
F33/20	F	7.00–9.15	Physics 2	J. Ashton	P208

ELECTRICAL TECHNICIANS' COURSE

The course is of four years' duration, leading to an Electrical Technicians' Certificate, but an Intermediate Certificate is awarded to candidates passing the City and Guilds examinations at the end of the second year. Attendance is required on three evenings per week.*

* for further details see part-time day course.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
De1	Tu.	7.15–9.15	Mathematics		P230
De5	Th.	7.15–9.15	Materials and Drawing		E189
B56	F	7.15–9.15	Electrical Engineering Principles		E190

TELECOMMUNICATION TECHNICIANS' COURSE

This course has been designed to meet the training needs of employees of the Post Office and of organisations engaged in the manufacture, maintenance and operation of telecommunication apparatus.

The course is designed to cover four years' part-time study.

The Intermediate Telecommunication Certificate will be awarded after satisfactory completion of the first two years, provided all the second year examinations have been passed at one sitting.

The Telecommunication Technicians' Certificate will be awarded after satisfactory completion of all four years, provided all the fourth year examinations have been passed at one sitting.

(For further details see part-time day course.)

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
De12	M	7.15–9.15	Elementary Telecommunications Practice	N. J. Sumner	E191
F14	Tu.	7.00–9.15	Engineering Drawing	V. W. Kershaw	E61
F17/1	W	7.15–9.15	Engineering Science	K. Mason	E193
F14	F	7.15–9.15	Mathematics	P. G. Craven	P231

2nd YEAR (II)

De12	Tu.	7.15–9.15	Mathematics "A"	P. G. Craven	P232
Ty11	Th.	7.15–9.15	Telecommunications Principles "A"		E194
F9	F	7.15–9.15	Telephony and Telegraphy "A"	W. Fowler	E195

3rd YEAR (II)

F9	Tu.	7.15–9.15	Telecommunication Principles "B"	W. Walthew	E196
	W	7.15–9.15	Telephony "B"	W. N. F. Evans	E197
De8	Th.	7.15–9.15	Mathematics "B"	K. Mason	P233

4th YEAR (II)

	Tu.	7.15–9.15	Mathematics "C"		P234
	Th.	7.15–9.15	Telecommunications Principles "C"		E198
	F	7.15–9.15	Telephony "C"		E199

RADIO AND TELEVISION SERVICING

The course is designed to cover five years, and an Intermediate examination is taken after three years. In the intermediate and final years the written examination will be set and marked by the City and Guilds of London Institute and the practical examination by the Radio Trades Examination Board.

Successful candidates will be awarded an Intermediate certificate after the Intermediate examination, and a Radio and Television Servicing Certificate after the final examination (For further details see part-time day course.)

The first year is not available in the evening and apprentices should take the Day Course.

2nd YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B14	M	7.15–9.15	Radio Theory	J. Walton	E200
F12	Tu.	7.00–9.15	Practical	F. H. Downham	E201

3rd YEAR (I)

F12	W	7.00–9.15	Practical	D. Baxter	E202
F16	Th.	7.00–9.15	Radio Techniques and Calculations	J. Walton	E203
F17	F	7.15–9.15	Radio Theory	F. H. Downham	E204

ELECTRONICS SERVICING

The course is designed to cover five years, and an Intermediate examiation is taken after three years. In the intermediate and final years the written examination will be set and marked by the City and Guilds of London Institute and the practical examination by the Radio Trades Examination Board.

Successful candidates will be awarded an Intermediate Certificate after the Intermediate examination, and an Electronic Servicing Certificate after the final examination.

Students entering the first year of the course should normally be 16 years of age and have either :

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed a Preliminary Craftf Course examination ; or

(c) satisfied the Head of Department of their ability to take the course.

The First Year is not available in the evening, and apprentices should take the Day Course.

2nd YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B14	M	7.15–9.15	Radio Theory	J. Walton	E200
F12	Tu.	7.00–9.15	Practical	F. H. Downham	E201

3rd YEAR (I)

F12	W	7.00–9.15	Practical	D. Baxter	E202
F16	Th.	7.00–9.15	Radio Techniques and Calculations	J. Walton	E203
F17	F	7.15–9.15	Radio Theory	F. H. Downham	E204

ELECTRICAL INSTALLATION WORK

The scheme of work and of certification in Electrical Installation Work is that recommended by the City and Guilds of London Institute, in conjunction with the Ministry of Education, and approved by the Electrical Contractors' Association.

Course B

This is a course of three years duration and at the end of this time the student should have reached the standard of a journeyman.

In the final year of the course the examination will be set and marked by the City and Guilds of London Institute for the purpose of the award of the Course B Certificate. An apprentice or learner employed by an Electrical Installation Contractor, or a candidate otherwise engaged in electrical installation work, who has obtained the Course B Certificate and who is desirous of obtaining the Electrician's Certificate, must forward to the City and Guilds of London Institute a statement of his practical training and work. If approved, he will be awarded the Electrician's Certificate.

Students entering the first year of the course should normally be 16 years of age and have either :

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination ; or

(c) satisfied the Head of Department of their ability to take the course.

Course C

This is a course of two years duration and is intended to afford the requisite technical knowledge to enable a foreman electrician to plan and supervise general types of electrical installation work.

Course C is intended for students who already hold the Course B Certificate, and leads to the award of the Course C Certificate.

Students who hold the Electricians Certificate (see Course B above) and the Course C Certificate, may apply for the award of the Full Technological Certificate in Electrical Installation Work.

COURSE B

1st YEAR (I)

Group A

Room	Day	Time	Subject	Lecturer	Class No
F10	M	7.15–9.15	Calculations and Drawing	J. Blackie	E205
F1/17	W	7.15–9.15	Science	M. Critch	E206
F1/E8	F	7.15–9.15	Installation Technology and Practical Work	D. Taylor	E207

Group B

E9/8	M	7.15–9.15	Installation Technology and Practical Work	F. Hackett	E208
F17	Tu.	7.15–9.15	Calculations and Drawing	J. Blackie	E209
F17	Th.	7.15–9.15	Science	M. Critch	E210

2nd YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
F10	Tu.	7.15–9.15	Electrical Science	S. H. Greenall	E211
F14	W	7.15–9.15	Calculations and Drawing	W. G. Ashworth	E212
E8/9	F	7.15–9.15	Installation Technology and Practical Work	F. Hackett	E213

3rd YEAR (I)

F14	M	7.15–9.15	Electrical Science	D. Hutchinson	E214
E8/9	W	7.15–9.15	Installation Technology and Practical Work	D. Conway	E215
De12	Th.	7.15–9.15	Mathematics and Tutorial	D. Hutchinson	E216

COURSE C

1st YEAR (II)

E9	Tu.	7.00–9.15	Electrical Science	R. Benn	E217
F8	W	7.00–9.15	Science and Calculations	B. Marshall	E218
F14	Th.	7.00–9.15	Installation Technology and Practical	F Walmsley	E219

2nd YEAR (II)

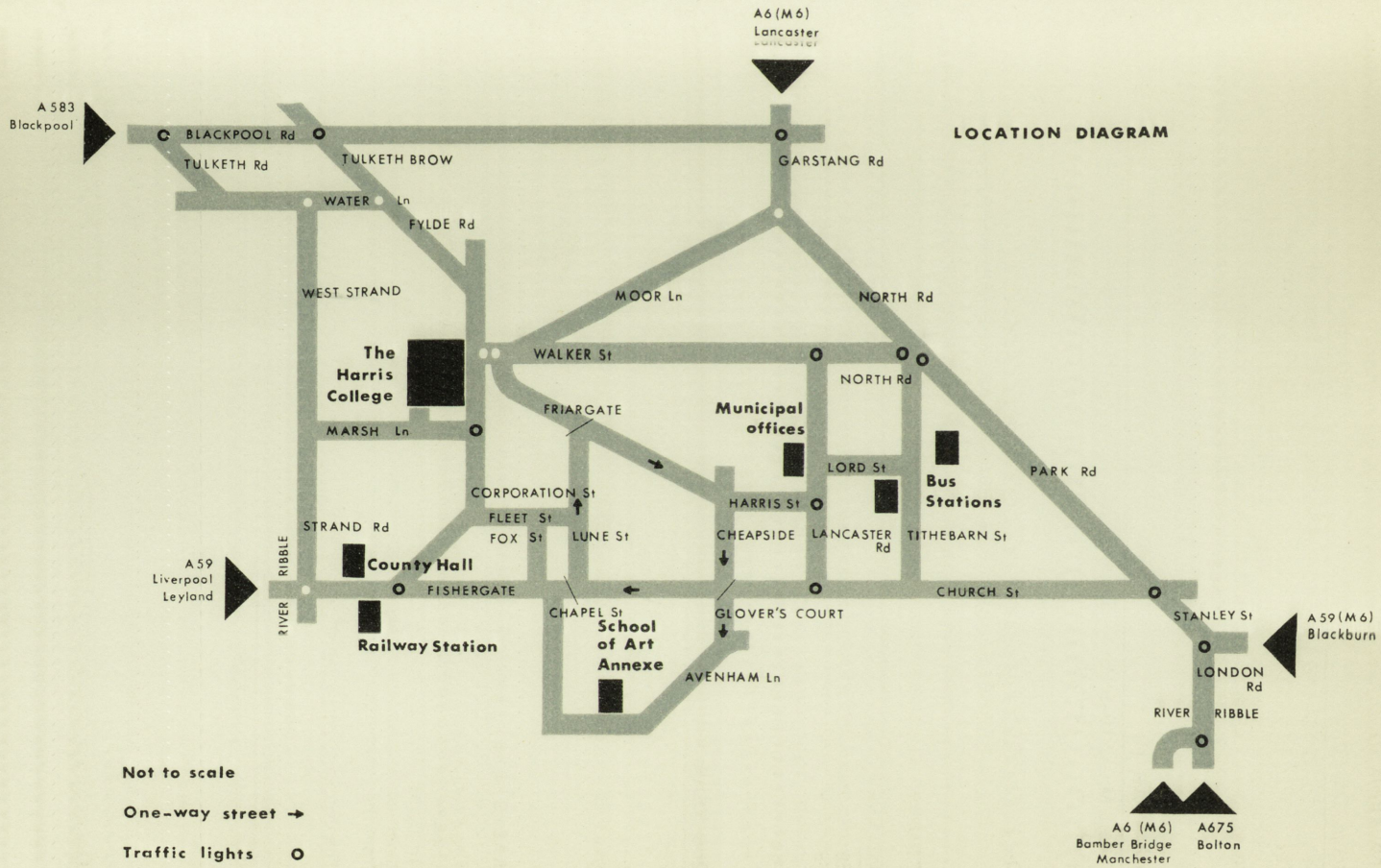
F16	M	7.00–9.15	Installation Technology and Practical	F. Walmsley	E220
B14	Th.	7.00–9.15	Electrical Science		E221
B14	F	7.00–9.15	Science and Tutorial		E222

RADIO AMATEURS' EXAMINATION (I)

The Postmaster-General requires that every applicant for an Amateur (Sound) Licence or an Amateur (Television) Licence must have passed the Radio Amateurs' Examination as evidence of his possessing the requisite theoretical technical knowledge. Other conditions also apply and information is available from the Postmaster-General.

The course covers a period of one year.

F16	W	7.15–9.15	Radio Theory	E. Howarth	E223


A6 (M6)
Lancaster
A583
Blackpool
LOCATION DIAGRAM
BLACKPOOL Rd
TULKETH Rd
TULKETH BROW
GARSTANG Rd
WATER Ln
FYLDE Rd
WEST STRAND
MOOR Ln
NORTH Rd
The Harris College
WALKER St
NORTH Rd
FRIARGATE
Municipal offices
MARSH Ln
LORD St
Bus Stations
PARK Rd
CORPORATION St
HARRIS St
FLEET St
STRAND Rd
FOX St
LUNE St
CHEAPSTDE
LANCASTER Rd
TITHEBARN St
A59
Liverpool
Leyland
RIBBLE
County Hall
FISHERGATE
CHURCH St
RIVER
CHAPEL St
GLOVER'S COURT
STANLEY St
A59 (M6)
Blackburn
School of Art Annexe
Railway Station
AVENHAM Ln
LONDON Rd
RIVER RIBBLE
A6 (M6)
Bamber Bridge
Manchester
A675
Bolton
Not to scale
One-way street →
Traffic lights O

Head of Department

T. D. WALSHAW, D.L.C.Eng., B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF MECHANICAL, CIVIL AND PRODUCTION ENGINEERING

Corporation Street, Preston, Lancs.

Telephone: Preston 51831–5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-seven members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, and nine members representative of industry and commerce.

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D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
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K. Bowker E
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G S. Catterall M
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G. R. H. Jones, B.Sc., Ph.D. C
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
A. Lewis E
J. Lindley B
I. J. Lund M
J. A. McGill, A.R.C.A., A.T D. A
J. McRory M
M. J. Manning, B.Sc.(Eng.) M

D. J. Marks, B.Sc., Ph.D.	C
D. P. Marples, D.C.C.	G
G. R. Marr, M.Sc., A Inst.P.	P
B. Marshall, A.M.I.E.E.	E
R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T D. M.I.M.I.	
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
A. G. Parker, M.Sc.	M
H. C Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
F. K. Pearson, A.M.I.M I.	M
L. Penrice, A.R.C.A.	A
A. D. Powell, F.R.S.A.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B., A.I.Struct.E.	B
L. J. Pulford, A.R.San.I.	B
G. T. Ramsden	M
K. Red ouse, A.I.O.B., M.R.S.H.	B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S.	P
Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
T. Robb, A.R.C.A.	A
C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
E. Schofield, B.A.(Com.), A.C.I.S.	BA
P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
Miss S. P. Simmons	BA
N. T. Slater, B.Sc.	E
D. Swift, B.A.	S
J. E. Taylor, M.Sc.Tech., A.M.I.Mech.E.	M
J. H. Taylor, B.Sc., Ph.D.	C
J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, N.D.D., Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
J. R. Topping, B.Sc.(Econ.), F.R.G.S., A.C.C.S.	BA
J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H.	B
F. Walmsley	E
T. D. Walshaw, D.L.C.(Eng. Hons), B.Sc.(Eng.), M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
J. B. Wignall, B.A.	P
K. E. Wilder	M
R. Wood, A.M.I.Mech.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

A. R. Hammond (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Mrs. B. M. Crook
Mrs. E. Duckett
Miss M. A. Hoskinson
Miss J. Longley
Miss E. Shillito
Miss V. A. Smith
Mrs. C. Taylor
Miss J S. Webster

Telephonists:

Mrs. P. B. Bamford
Miss G. Stobbart

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

G. W. Robinson (Chief Engineer)
R. Holmes (Assistant Engineer)
E. Davis (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
G. Dawes
M. Fergus
R. Fletcher
J. Greenhalgh
W. R. Jones
W. Pullen
L. Sharples
K. Wharton

Nightwatchmen:

T. Lane
R. Smith

Avenham Premises:

J. Crane (Caretaker)
C. C. H. Farrer (Assistant Caretaker)

CALENDAR

1964

Thursday	10th September	General Staff Meeting, 10.30 a.m.
Monday	14th September	Enrolment, first day
Tuesday	15th September	Enrolment, second day
Wednesday	16th September	Enrolment, last day
Monday	21st September	All day and evening classes commence for Autumn term
Friday	18th December	All departments close for Christmas after evening classes

1965

Monday	4th January	All classes re-open for Spring term
Tuesday	16th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	9th April	All departments close for Easter after evening classes
Monday	26th April	All classes re-open for Summer term
Friday	4th June	All departments close for Whitsuntide after evening classes
Monday	14th June	All classes re-open
Friday	2nd July	All classes close: end of session
Friday	9th July	End of term: submission of reports

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Enrolment dates:	Enrolment times (each day):
Monday, 14th September, 1964	**10.0 a.m. to 12.30 p.m.**
Tuesday, 15th September, 1964	**1.30 p.m. to 4.30 p.m.**
Wednesday, 16th September, 1964	**5.30 p.m. to 8.30 p.m.**

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

A Block

College Office and enquiries

B Block

School of Art (B9 and B10)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48 and B49)
Language and Social Studies Department (B52)

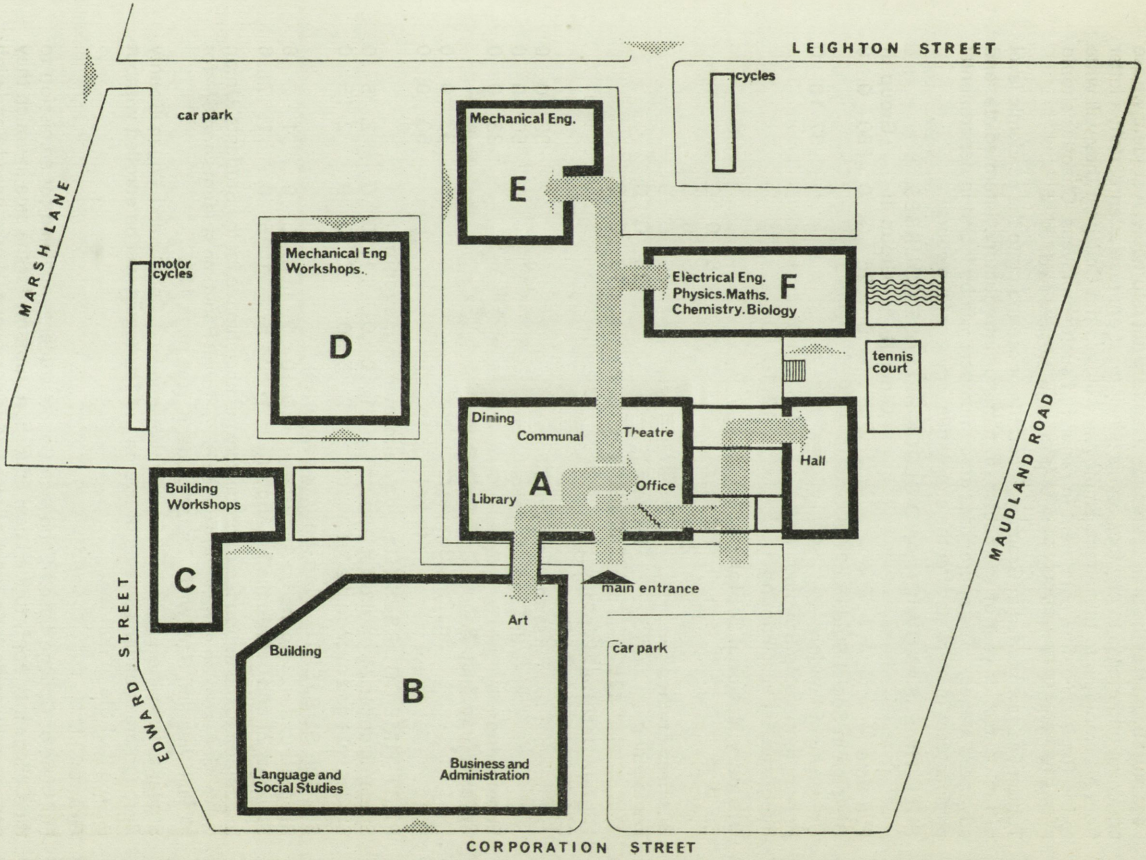
E Block

Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block

Chemistry and Biology Department (F35 and F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
Mechanical Eng.
E
MARSH LANE
motor cycles
Mechanical Eng Workshops.
D
Electrical Eng.
Physics. Maths.
Chemistry. Biology
F
tennis court
Dining
Communal
Theatre
Hall
Building Workshops
C
Library
A
Office
main entrance
Art
Building
B
car park
EDWARD STREET
MAUDLAND ROAD
Language and Social Studies
Business and Administration
CORPORATION STREET

FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Employers will help the College if they will write to the Registrar before enrolment in respect of such employees. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded in Groups I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate group numbers will be found in departmental prospectuses in brackets after the course title, or year of the course.

FULL-TIME, SANDWICH AND BLOCK RELEASE COURSES

	Group I	Group II	Group III
Full-time	£15 0 0	£25 0 0	£50 0 0
Diploma in Social Studies of the University of London			37 10 0
Pre-apprenticeship Building	10 0 0		
Integrated 1st year Printing	12 10 0		
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Business Studies		25 0 0	
Engineering 1st year		25 0 0	
2nd year		18 0 0	
Higher National Diplomas:			
Chemistry/Grad. R.I C. 1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P. 1st, 2nd, 3rd years			33 0 0
4th year			50 0 0

PART-TIME COURSES (Day, day and evening, evening)

Students under 21 on the 1st August	£1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0

SINGLE SUBJECTS (Non-course students)

Students under 21 on the 1st August	£0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

In addition to the tuition fee a compulsory membership fee for the Students' Union will be collected on enrolment. The fee is 1/– for all Part-time students and 5/– for all Full-time and Sandwich Course students (see page 16).

Students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Grants

Full-time or College-based Sandwich Course students qualified for admission to the College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable Suspended or excluded students automatically lose membership of the Student's Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will be notified of the absence of their employees, and will receive copies of students' sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid at the time of entry.

Students will not be informed individually of the last dates of entry, but these will be published on departmental notice boards together with timetables of examinations. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	18th December, 1964
Union of Lancashire and Cheshire Institutes series A	21st January, 1965
General Certificate of Education papers	12th February, 1965
Union of Lancashire and Cheshire Institutes series B and C	5th February, 1965
Assessed papers for National Certificate courses, including endorsements	5th February, 1965
City and Guilds of London Institute	19th February, 1965
Royal Society of Arts Summer series	7th May, 1965

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £2 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 5/- per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two or three-year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following:—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he has thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges.

At the request of the students the Harris Council has agreed that all students enrolled shall automatically become members of the Students' Union, and the Council has authorised the College Registrar to collect the compulsory membership fee from each student at enrolment.

The fee is 5/- for full-time students, 1/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies.

Officers of the Students' Union:

President :	Mr. R. Pearson.
Vice-President :	Mr. R. D. Johnson
Secretary:	Mr. F. Pearson.
Student Treasurer:	Mr. A. M. H. Cook.
Hon. Treasurer:	Mr. D. P. Marples.

Dances and other major social events are regularly arranged in the College and in the town. A new Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides new and improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides new administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

A new and unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Fk.	Fishwick County Secondary School
Ty.	Trinity County Secondary School
D.M.S.	P.O. Engineers Offices and Stores, Deepdale Mill Street
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A.
G. W. Smith

Librarian Assistants: Miss J. A. Clarkson
Miss C. M. Rogers

The College Library which is available to all students for reference purposes, has at present a stock of some 11,000 books, together witn several thousand bound volumes of periodicals. 320 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturer in Physical Education: D. P. Marples, D.C.C.

Part-time staff:

Miss E. Bowman
A. Crowther
J. Gridley, A.G.A.
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley, A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Badminton
Basket ball
Canoeing and sailing
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc. (in the Isle of Skye).

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged in vacation periods.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 1/– will be payable.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1964.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF MECHANICAL, CIVIL AND PRODUCTION ENGINEERING

Telephone – Preston 51831–Ext 11

Head of Department

T. D. Walshaw, D.L.C.Eng., B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.

FULL-TIME STAFF

Principal Lecturer

N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E.

Senior Lecturers

J. Briscoe, B.Sc., A.M.I.Mech.E.
D. M. Clapp, B.Sc., Ph.D., A.M.I.C.E., A.M.I.Mech.E.
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.
A. G. Parker, M.Sc.
J. E. Taylor, M.Sc.Tech. A.M.I.Mech.E.

Lecturers

K. Bennett, A.M.I.Mech.E.
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M.
J. A. Burton, A.M.I.Mech.E., A.M.I.Prod.E.
S. L. Duxbury, B.Sc., D.U.C.(Lond.)
F. W. Grimshaw, A.M.I.Mech.E., M.I.E.D.
M. J. Manning, B.Sc.(Eng.), A.F.R.Ae.S.
A. B. Morrison, B.Sc., A.M.I.Mech.E.
R. J. Nicolle, T.D., A.M.I.M.I.
P. J. Thompson, Dip.Tech.(Eng.), A.C.T.(Birm.)

Assistant Lecturers

D. J. Barton
J. Braddock
J. Brennand
G. S. Catterall, A.M.I.Prod.E.
A. Dickson
A. Diggles
L. J. Eccles
R. Greenhalgh
C. P. R. Gunstone
R. Hatton, A.M.I.Mech.E.
T. A. Hulton, A.M.I.M.I.
I. J. Lund
R. H. Mason
J. McRory
J. E. Meadows, A.M.I.Mech.E.
F. K. Pearson, A.M.I.M.I.
G. T. Ramsden
G. B. Rowbottom, A.M.I.Mech.E.
W. H. Sharples
K. Walker
K. E. Wilder
R. Wood, A.M.I.Mech.E., A.M.I.Prod.E.

PART-TIME STAFF

J. Ainsworth
G. Baker
R. Barlow
F. M. Bennett
J. Bentham A.M.I.Mech.E.
D. J. Bickerton, A.M.I.Mech.E.
W. Bone, A.M.I.Mech.E., A.M.I.Prod.E.
R. A. Bonner
W. Bonney
J. H. Brooks, A.R.I.C., A.M.I.I.A.
F. I. Buckley, B.Sc.Tech.
J. D. W. Croasdell, B.Sc.(Eng.)
P. T Eagle, A.M.I.Mech.E.
W. Edgar, M.Sc., A.R.C.S.T.
C. Etherington, A.M.I.Mech.E., A.M.I.Prod.E.
R. Finch
G. Flynn
C. M. Gallen
S. Gillibrand, D.C.Ae.
T. C. Gillison, A.M.Inst.C.E.
F. Grey, A.M.I.Mech.E., A.M.I.Prod.E.
R. C. Harrison, B.Sc.
W. Harris, A.M.I.Mech.E.
G. R. Hobbs, N.D.Ag.E.
W. H. Huckle, A.M.Inst.C.E.
L. B. Jakens, A.M.I.Mech.E., A.F.R.Ae.S.
B. P. Jenkins
W. Kiggins
T. P. Kirby, N.D.A., N.D.Ag.E.
G. J. Knight, A.M.I.Mech.E.
G. Littlewood, B.Sc.
J. M. Lowery B.Sc.Tech.
S. G. S. Marris
J. C. McHarrie, D.C.Ae.
L. W. Milsom, B.Sc.(Eng.)
G. Norris, A.M.I.Mech.E., A.M.I.Prod.E.
H. W. Pakes, B.Sc., A.R.C.S.
H. Phillips
G. Park, A.M.I.Mech.E.
R. Price, B.Sc.Tech.
W. H. Pye, A.M.I.Brit.F.
E. L. Roberts
T. Sharples
Miss M. Smith
G. Smith
P. Thompson, A.R.T.C.S., D.C.Ae.
R. Thompson
J. P. Vincent, M.I.M.I.
K. Walker
K. Wallin
J. H. Wane
K. P. Wheeler, D.L.C.
F. A. White
A. H. Wise, B.Sc.
J. E. Worsnop, B.Sc.
J. Wright

Chief Storekeeper

A. Ormerod

Assistant Storekeeper

P. Young

Senior Laboratory Steward

Vacancy

Laboratory Stewards

M. J. Wade
M. D. Hellowell

Laboratory Technicians

T. E. Dean
J. Dickens

Workshop Mechanics

W. E. Duxbury
F. Wakefield
J. T. Slater

IMPORTANT DATES

1964

21st September	All O.N.D., H.N.D. 2 and 3 classes commence.
23rd November	H.N.D. 1 classes commence.

1965

2nd April	O.N.D. 2, H.N.D. 2 and 3 classes close. (Examinations—22nd March to 2nd April).
25th June	H.N.D.I. classes close. (Examinations 15th to 25th June).
2nd July	O.N.D.I. classes close. (Examinations 21st June to 2nd July).

LIST OF COURSES

Full-Time, Sandwich and Block Release page

Higher National Diploma in Mechanical Engineering 161
Post Graduate/Post Higher National Diploma in Production Engineering 167
Ordinary National Diploma in Engineering 167
Mechanical Engineering Technicians 168
Mechanical Engineering Craft Practice, 169

Part-Time Day

Post Higher National Certificate (Endorsement) 176
Higher National Certificate in Mechanical Engineering 173
Ordinary National Certificate 170
Mechanical Engineering Technicians 179
General Engineering Course 198
Motor Vehicle Technicians' Work 186
Motor Vehicle Mechanics' Work 183
Sheet Metal Work 188
Welding 190
Mechanical Engineering Craft Practice 193
Foundry Practice 192
Agricultural Mechanics' Work 192

Evening

Post Higher National Certificate (Endorsement and A.F.R.Ae.S.) 179
Higher National Certificate in Mechanical Engineering 173 & 177
Ordinary National Certificate 177
A.M.I.M.I. 187
Machine Shop Engineering (C.G.L.I.) (Final year only) 199
Mechanical Engineering Technicians
Practical Welding 200

Special Short Courses

Testing of Engineering Materials
Mechanics of Flight

Abbreviated Course and Class Code

All courses are headed by a code group in which the first letter or letters indicates the subject matter, the following figure the year of study, the next letter whether Day or Evening Course, the final letter the Class group. Thus Course SM3Da indicates Sheet Metal, S3, Day, group "a" and CP1Eb indicates Craft Practice, S1, Evening, group "b."

Students should remember the "code" of courses which they attend, as well as the arbitrary class numbers (e.g. M326) and quote this in all correspondence.

FULL-TIME COURSES

HIGHER NATIONAL DIPLOMA IN MECHANICAL ENGINEERING

Course Tutor: J. E. Taylor, M.Sc.Tech., A.M.I.Mech.E.

This is a sandwich course of three years' duration for students who have either (i) obtained an Ordinary National Certificate or Diploma of good standard, or (ii) obtained Advance Level passes in the G.C.E. in Mathematics and/or Physics, together with Ordinary level passes in English and two other subjects and have taken a preliminary year of part-time study when this is considered advisable. The normal minimum age of entry is 18 years.

Normally, those selected for the course will already be employed in industry, or will have been recruited into industry with a view to being selected. Other candidates with the requisite qualifications should consult the Head of Department.

During each session, alternate periods of 26 weeks are spent in the College and in industry.

Successful completion of the course leads to the award of the Higher National Diploma in Mechanical Engineering. This Diploma is awarded jointly by the Institution of Mechanical Engineers and the Department of Education and Science, and carries with it exemption from Parts I and II of the Associate Membership Examination of the Institution of Mechanical Engineers and other professional bodies provided that the regulations of these Institutions have been complied with.

On entry to the second year of the course, students intending to specialise in Aeronautical Engineering should indicate this fact to the Head of Department.

The final year of the course offers three alternatives:

(i) General Mechanical Engineering.

(ii) Mechanical Engineering with special emphasis on Production subjects.

(iii) Aeronautical Engineering.

Students should discuss these options with the Head of Department towards the end of the second year.

The curriculum of the first year has been arranged to enable three types of entrant to reach a common standard of entry to the succeeding years of the course.

Group "a" is designed for those who enter with O.N.C. qualifications.

Group "b" is designed for entrants with G.C.E. at Advanced level.

Group "c" is designed for entrants with O.N.D. qualifications.

Each student entering the first year will have a suitable timetable arranged for him of subjects available in either group, thus meeting his own particular needs.

A qualification in English recognised as exempting from this subject in the joint Part I examination *must* be obtained before entry upon the second year of the Higher National Diploma course. First year students not possessing such a qualification *must* enrol in an additional part-time day or evening course leading to the award of a General Certificate of Education in English at Ordinary level.

Further information and a form of application for admission to the course may be obtained on application to the College Office.

1st YEAR (III)

Group A—O.N.C. entrants

MHD1a

Room	Day	Time	Subject	Lecturer	Class No
E18	M	9.00–12.15	Principles of Electricity I	R. Duddle	E224
B13/ F42		1.45–5.00	Chemistry and Metallurgy	A. Sherrington J. Taylor	C219/20/21
E19		7.00–9.30	Private Study		
E19	Tu.	9.00–10.00	Mathematics		P270
E19		10.00–12.15	Heat Engines	P. J. Thompson	M4
E16		1.45–5.00	Materials and Machines	A. B. Morrison	M5
E13		7.00–9.30	Private Study		
E14/ D9	W	9.00–12.15	Workshop Technology	H. Ogden	M6
E13		1.45–2.45	General Studies		S135
E13		2.45–4.00	Mathematics		P271
E13		4.00–5.00	Private Study		M9
E24	Th.	9.00–11.15	Engineering Design	J. E. Meadows	M10
E24		11.15–12.15	Private Study		M11
E16		1.45–2.45	Materials and Machines	A. B. Morrison	M12
E23		2.45–4.00	Private Study		M13
F26		4.00–5.00	Mathematics		P272
B51		7.15–9.15	English G.C.E.	J. R. Jones	
E13		7.00–9.30	Private Study		
E18/6	F.	9.00–11.15	Fluid Mechanics	A. B. Morrison	M15
E18		11.15–12.15	General Studies		S175
F21/27 /35		1.45–5.00	Physics	F. Richardson	P273
E17		7.00–9.30	Private Study (Design)		

Group B—G.C.E. "A" entrants

MHD1b

E1	M	9.00–12.15	Principles of Electricity II	R. N. Abbott	E225
B13/ F42		1.45–4.00	Chemistry and Metallurgy	A. Ottewell A. Sherrington	C222/3
F27		4.00–5.00	Mathematics		P274
E19		7.00–9.30	Private Study		
E21	Tu.	9.00–10.00	Mathematics		P275
E21		10.00–12.15	Materials and Machines	S. L. Duxbury	M25
E14		1.45–4.00	Workshop Technology	J. A. Burton	M26
E14		4.00–5.00	Private Study		M27
E13		7.00–9.30	Private Study		

Room	Day	Time	Subject	Lecturer	Class No
E22/ D9	W	9.00–12.15	Workshop Technology	J. A. Burton	M28
E22		1.45–2.45	General Studies		S136
F45		2.45–4.00	Chemistry and Metallurgy	D. A. Jenkins	C224
E13		4.00–5.00	Private Study		M31
E19	Th.	9.00–11.15	Materials and Machines	S. L. Duxbury	M32
E19		11.15–12.15	Heat Engines	J. Briscoe	M33
E23		1.45–2.45	Mathematics		P276
E16		2.45–5.00	Fluid Mechanics	A. B. Morrison	M35
E13		7.00–9.30	Private Study		
E24	F	9.00–11.15	Engineering Design	G. T. Ramsden	M36
E24		11.15–12.15	General Studies		S175
E14		1.45–5.00	Heat Engines	A. G. Parker	M38
E17		7.00–9.30	Private Study (Design)		

Group C—O.N.D. entrants

MHD1c

F42	M	9.00–10.15	Chemistry and Metallurgy	G. Newton	C225
B52		10.15–11.15	General Study	D. Swift	S76
E12		11.15–12.15	Mathematics		P277
E10/5		1.45–5.00	Materials and Machines	J. Briscoe	M44
E19		7.00–9.30	Private Study		
E24	Tu.	9.00–11.15	Engineering Design	J. E. Meadows	M45
E14		11.15–12.15	Chemistry and Metallurgy		C226
E21		1.45–3.00	Chemistry and Metallurgy	G. Newton	C227
E21		3.00–5.00	Mechanics of Fluids	D. M. Clapp	M48
E13		7.00–9.30	Private Study		
E20	W	9.00–12.15	Principles of Electricity	H. C. Parker	E226
E19		1.45–3.00	Tutorial	S. L. Duxbury	M50
E19		3.00–4.00	Materials and Machines	J. Briscoe	M51
E13		4.00–5.00	Private Study		
E22	Th.	9.00–12.15	Workshop Technology	E. L. Bibby	M53
E12		1.45–3.00	Private Study		M54
E12/7		3.00–5.00	Heat Engines	P. J. Thompson	M55
E13		7.00–9.30	Private Study		
F21	F	9.00–11.15	Physics	F. Richardson	P278
F20		11.15–12.15	General Studies		S175
F21		1.45–4.00	Mathematics		P279
B16		4.00–5.00	Private Study		M59
E17		7.00–9.30	Private Study (Design)		

2nd YEAR (III)

Group A

MHD2a

Room	Day	Time	Subject	Lecturer	Class No
E16	M	9.00–10.00	Applied Thermodynamics	A. G. Parker	M61
E16		10.00–11.15	Structures	M. J. Manning	M62
E16		11.15–12.15	Materials	P. J. Thompson	M94
E19		1.45–5.00	Aeronautics	D. M. Clapp	M63
F34/33	Tu.	9.00–12.15	Metallurgy	A. Ottewell	C228/9
E18		1.45–3.00	Mathematics		P280
E18		3.00–5.00	Materials	P. J. Thompson	M66
E13		7.00–9.30	Private Study		
E19	W	9.00–11.15	Mechanics of Fluids	D. M. Clapp	M67
E19		11.15–12.15	Mathematics		P281
E12		1.45–2.45	General Studies		S137
E22		2.45–4.00	Aeronautics	D. M. Clapp	M70
E12		4.00–5.00	Private Study		M71
E19		7.00–9.30	Private Study (Design)		
E13/7	Th.	9.00–12.15	Applied Thermodynamics	A. G. Parker	M72
E24		1.45–5.00	Engineering Design	T. D. Walshaw	M73
E24		7.00–9.30	Private Study (Design)		
E23	F	9.00–10.00	Nuclear Physics	J. Bagot	P282
E23		10.00–11.15	Mathematics		P283
E23		11.15–12.15	General Studies		S175
E21/3		1.45–5.00	Theory of Machines	J. E. Taylor	M77

Group B

MHD2b

E21	M	9.00–10.00	Structures	M. J. Manning	M81
E21		10.00–11.15	Applied Thermodynamics	A. G. Parker	M82
E21		11.15–12.15	Materials	S. L. Duxbury	M83
E22/ D2/E16		1.45–5.00	Engineering Production	J. A. Burton N. A. Butterworth	M84
E23	Tu.	9.00–11.15	Mechanics of Fluids	D. M. Clapp	M86
E23		11.15–12.15	Mathematics	J. S. Moorman	P284
E24		1.45–5.00	Engineering Design	J. E. Meadows	M88
E13		7.00–9.30	Private Study		
F34/ E1	W	9.00–12.15	Metallurgy	A. Ottewell	C230/1
E12		1.45–2.45	General Studies		S138
E12		2.45–4.00	Engineering Production	J. A. Burton	M91
E12		4.00–5.00	Private Study		M92
E19		7.00–9.30	Private Study (Design)		

Room	Day	Time	Subject	Lecturer	Class No
E16/7	Th.	9.00–12.15	Applied Thermodynamics	P. J. Thompson	M93
E21/3		1.45–5.00	Theory of Machines	K. Bennett	M94
E24		7.00–9.30	Private Study (Design)		
E23	F	9.00–10.00	Nuclear Physics	J. Bagot	P282
		10.00–11.15	Mathematics	J. S. Moorman	P285
E23		11.15–12.15	General Studies		S175
B41		1.45–3.00	Mathematics	J. S. Moorman	P286
E13/5		3.00–5.00	Materials	S. L. Duxbury	M99

3rd YEAR (III)

Group A (General)

MHD3a

E23	M	9.00–10.00	Mathematics		P287
E19		10.00–11.15	Private Study		M102
E17		11.15–12.15	Power Plants	A. G. Parker	M103
E1/3		1.45–5.00	Theory of Machines	J. E. Taylor	M104
E24		7.00–9.30	Private Study (Design)		
E18	Tu.	9.00–10.00	Private Study		M105
E18		10.00–11.15	Mathematics		P288
E18		11.15–12.15	Private Study		M107
E23/7		1.45–5.00	Power Plants	A. G. Parker	M108
E21/5	W	9.00–12.15	Strength of Materials	S. L. Duxbury	M109
E1		1.45–2.45	General Studies		S287
E1		2.45–4.00	Nuclear Physics	J. Bagot	P289
		4.00–5.00	Private Study		M112
E24		7.00–9.30	Design Coursework		
E23	Th.	9.00–12.15	Mechanics of Fluids	D. M. Clapp	M113
E12/ F34		1.45–5.00	Metallurgy	A. Ottewell	C252
E13		6.30–9.30	Private Study		M115
E22	F	9.00–10.00	Mathematics		P290
E22		10.00–11.15	Private Study		M117
E22		11.15–12.15	General Studies		S175
E24		1.45–5.00	Engineering Design	F. W. Grimshaw	M119
E24		6.30–9.30	Private Study (Design)		

Group B (Production)

MHD3b

E23	M	9.00–10.0	Mathematics		P287
E23		10.00–11.15	Engineering Production	H. Ogden	M122
E23		11.15–12.15	Private Study		M123
E23/3		1.45–5.00	Theory of Machines	K. Bennett	M124
E24		7.00–9.30	Private Study (Design)		

Room	Day	Time	Subject	Lecturer	Class No
E18	Tu.	9.00–10.00	Private Study		M125
E18		10.00–11.15	Mathematics		P288
E18		11.15–12.15	Private Study		M127
E19/ D9		1.45–5.00	Engineering Production	H. Ogden	M128
E1/5	W	9.00–12.15	Strength of Materials	M. J. Manning	M129
E1		1.45–2.45	General Studies		S288
E1		2.45–4.00	Nuclear Physics	J. Bagot	P289
		4.00–5.00	Private Study		M132
E24		7.00–9.30	Design Coursework		
E14	Th.	9.00–12.15	Mechanics of Fluids	A. B. Morrison	M133
E12/ F34		1.45–5.00	Metallurgy	A. Ottewell	C252
E13		7.00–9.30	Private Study		
E22	F	9.00–10.00	Mathematics		P290
E22		10.00–11.15	Private Study		M136
E22		11.15–12.15	General Studies		S175
E19		1.45–5.00	Engineering Design	H. Ogden	M138
E17		7.00–9.30	Private Study (Design)		

Group C (Aero)

MHD3c

B41	M	9.00–10.00	Mathematics	W. Woodcock	P291
E12		10.00–11.15	Private Study		M142
E19		11.15–12.15	Aerostructures	M. J. Manning	M143
E1/3		1.45–5.00	Theory of Machines	J. E. Taylor	M144
E24		7.00–9.30	Private Study (Design)		
E18	Tu.	9.00–10.00	Private Study		M145
E14		10.00–11.15	Mathematics	W. Woodcock	P292
E18		11.15–12.15	Private Study		M147
E12/5		1.45–5.00	Aerostructures	M. J. Manning	M148
E21/5	W	9.00–12.15	Strength of Materials	S. L. Duxbury	M149
E1		1.45–2.45	General Studies		S289
E1		2.45–4.00	Nuclear Physics	J. Bagot	P289
		4.00–5.00	Private Study		M152
E24		7.00–9.30	Design Coursework		
E23/6	Th.	9.00–12.15	Mechanics of Fluids	D. M. Clapp	M153
E19/6		1.45–5.00	Aerodynamics	D. M. Clapp	M154
E13		7.00–9.30	Private Study		
B41	F	9.00–10.00	Mathematics	W. Woodcock	P293
E22		10.00–11.15	Private Study		M156
E22		11.15–12.15	General Studies		S175
E23		1.45–5.00	Engineering Design	M. J. Manning	M158
E24		7.00–9.30	Private Study (Design)		

Post H.N.D. (III)

Course Tutor: N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E.

This is a 13 week course intended primarily for Higher National Diploma, Diploma in Technology or Degree students who are interested in extending their knowledge of Production Engineering.

MHD4

Timetable is adjusted to meet the needs of those enrolling for the course. Subjects normally covered are:—

Subject		Hrs/week
Metal-Forming		6
Metal-Cutting		6
Metrology		3
Production Planning		2
Introduction to Work Study		3
Foundry Machine Shop Welding	4 weeks each	6
New Processes and Developments		3

ORDINARY NATIONAL DIPLOMA IN ENGINEERING

Course Tutor: H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.

This is a course of two years duration for students who have reached the age of 16 years on 1st August of the year in which admission is sought, and who have fulfilled one of the following conditions for entry:

(i) Good ordinary level passes in G.C.E. in at least four subjects including Mathematics and Physics or Mechanics.

(ii) Pass in the second year of the General Engineering Course (G2) with credits in all subjects.

The first year of the course occupies 36 weeks, followed by 3 months in industry. The second session lasts 26 weeks at the end of which the final examinations are taken. All the subjects of this examination are assessed.

Successful completion of the course leads to the award of an Ordinary National Diploma in Engineering. It carries with it exemption from the Joint Part I examination of the major professional Institutions with the exception of English. Those who do not possess a General Certificate in English at Ordinary level, or similar exempting qualification, must pass in this subject before entering the second year of the Ordinary National Diploma Course.

Students holding an Ordinary National Diploma may proceed to further study in Higher National Diploma or Higher National Certificate courses in Mechanical Production, or Electrical Engineering, depending on the subjects passed in the final year of the course.

Applications for entry to the course must be made not later than 14th September on special forms obtainable from the College office.

1st YEAR (II)

MOD1

Room	Day	Time	Subject	Lecturer	Class No
E17	M	9.00–10.00	Mathematics	R. Hodgkinson	P187
E17		10.00–12.15	Mechanics and Heat	R. Wood	M162
E24		1.45–5.00	Engineering Drawing		M163
E12	Tu.	9.00–11.15	Mechanics and Heat	R. Wood	M164
E12		11.15–12.15	Mathematics		P188
E10		1.45–5.00	Workshop Technology		M166
E13	W	9.00–12.15	Fundamentals of Electricity	B. Marshall	E167
		1.45–5.00	Recreational Activities		
B24	Th.	9.00–12.15	Workshop Practice		M168
B24		1.45–5.00	Workshop Practice		M169
E21	Fri.	9.00–11.15	Physics		P189
E21		11.15–12.15	Liberal Studies		S290
B52/55		1.45–2.45	Liberal Studies		S193
E18		2.45–4.00	Mathematics		P190
E18		4.00–5.00	Mathematics	R. Hodgkinson	P191

2nd YEAR (II)

MOD2

F11	M	9.00–11.15	Physics		P192
F11		11.15–12.15	Mathematics	W. Watson	P193
E14		1.45–5.00	Heat Engines	P. J. Thompson	M183
F10	Tu.	9.00–12.15	Electrical Engineering I	J. A. Askew	E184
F10		1.45–5.00	Electrical Engineering II		E185
E24	W	9.00–12.15	Engineering Drawing	G. T. Ramsden	M186
		1.45–5.00	Recreational Activities		
E12	Th.	9.00–12.15	Applied Mechanics	F. W. Grimshaw	M187
E13		1.45–5.00	Workshop Technology	E. L. Bibby	M188
E12	F	9.00–10.00	Tutorial	N. A. Butterworth	M189
E12		10.00–11.15	Mathematics	W. Watson	P194
E12		11.15–12.15	Liberal Studies		S291
F32		1.45–2.45	Liberal Studies		S193
F32		2.45–4.00	Mathematics	W. Watson	P195
F32		4.00–5.00	Physics		P196

MECHANICAL ENGINEERING TECHNICIANS—BLOCK RELEASE

This block release course is of one year's duration, attendance is required at the College for two weeks, then students return to industry for two weeks, this pattern is continued throughout the session.

This course is designed to prepare students for the City and Guilds of London Institute Mechanical Engineering Technicians Part I examinations plus the supplementary subject "Power Production."

Students will be admitted to the course if they have—

(a) Passed the first year of the Mechanical Engineering Technicians Course.

(b) Passed the General Course in Engineering with a "Pass" level in three subjects including Workshop Processes, gained at one sitting.

(c) Obtained not less than three passes in the G.C.E. or S.C.E. in appropriate subjects including Mathematics, a suitable science subject, e.g. Physics, Chemistry and Metalwork or Engineering Drawing.

The normal age for admission to this course is 17 years.

Room	Day	Time	Subject	Lecturer	Class No
	M	9.00–12.15	Mathematics and Engineering Science	L. J. Eccles N. A. Butterworth	
		1.45–5.00	Workshop Practice and Investigations	I. J. Lund	
	Tu.	9.00–12.15	Engineering Drawing	H. Ogden	
		1.45–5.00	Liberal Studies		
	W	9.00–12.15	Liberal Studies		
		1.45–5.00	Mathematics and Engineering Science	L. J. Eccles	
	Th.	9.00–10.45	Processes and Materials	A. Diggles	
		10.45–12.15	Power Production	G. S. Catterall	
		1.45–5.00	Processes and Materials	A. Diggles	
	F.	9.00–12.15	Power Production	G. S. Catterall	
		1.45–5.00	Workshop Practice and Investigations	I. J. Lund	

MECHANICAL ENGINEERING CRAFT PRACTICE COURSE— BLOCK RELEASE

Course Tutor : I. J. Lund

This sandwich course is designed to prepare students for the Union of Lancashire and Cheshire Institutes Mechanical Engineering Craft Practice 2nd Year Examinations.

During the course students will spend alternate periods in College as full-time students, and in full-time engineering employment.

The course is intended primarily to assist students apprenticed to the crafts of fitting, turning and machining to reach the standard of proficiency expected of a good craftsman. The entire content of the course is designed to supplement his industrial experience and so improve his skill and understanding.

Entry Conditions :–

Students will be admitted to the first year of the course if they have either

(a) passed a Preliminary Craft course examination,

(b) passed an examination of equivalent standard, or

(c) satisfied the Head of the Department of their ability to profit from the course, and have normally reached the age of 16 years.

Students will be directed into appropriate further study depending upon their success in the final examinations.

CRAFT PRACTICE COURSE

1st YEAR—Groups (i) and (ii) (I)

CPFT

Room	Day	Time	Subject	Lecturer	Class No
B18	M	9.00–11.00	Craft Theory and Related Studies	L. J. Eccles	M201
B20		11.15–12.15	Tutorial	N. A. Butterworth	M202
B26		1.45–5.00	Workshop Practice	I. J. Lund	M203
B18	Tu.	9.00–12.15	Craft Theory and Related Studies	L. J. Eccles	M204
B26		1.45–5.00	Workshop Practice	I. J. Lund	M205
	W	9.00–12.15	Liberal Studies and English		S291/2/3
		1.45–5.00	Craft Theory and Related Studies	L. J. Eccles	M207
B18	Th.	9.00–12.15	Craft Theory and Related Studies	C. P. R. Gunstone	M208
B26		1.45–5.00	Workshop Practice	I. J. Lund	M209
B18	F	9.00–12.15	Craft Theory and Related Studies	C. P. R. Gunstone	M210
B26		1.45–5.00	Workshop Practice	I. J. Lund	M211

PART-TIME DAY AND EVENING COURSES

ORDINARY NATIONAL CERTIFICATE

Course Tutor : J. Briscoe, B.Sc., A.M.I.Mech.E.

Changes have been made in the rules governing the award of Ordinary National Certificates. The standard of entry has been raised and the course now occupies two years instead of three years and involves the study of four compulsory and one optional subject in each year.

Subjects in the final year must include Mathematics together with three of the following alternative subjects—Mathematics, Applied Mechanics, Heat Engines (or Applied Heat), Workshop Technology, Engineering Drawing and Design, (Endorsement subjects will be offered in 1965/6). English as a liberal study must be taken in both years of the course.

Entrants should preferably have already passed the General Certificate of Education at Ordinary level in English. Without this qualification future entry to Professional Institutions will be impossible.

Students who have already failed the S2 year examination once under the old rules are advised to transfer to the Mechanical Engineering Technicians Course, details of which are given on page 179. Students who have made TWO unsuccessful attempts at the S2 year under the old scheme will not be permitted to enrol in the O1 year.

Entry Qualifications

1. G.C.E. "O" Level in Mathematics, Physics, Mechanics, or Engineering Science; and two other subjects one of which should preferably be English;

or

2. Satisfactory completion of the "General Engineering" course at a technical college and the possession of a certificate awarded by an Examining Union (or the City and Guilds of London Institute) with credit in Mathematics and Science and a pass in Engineering Drawing.

Note: Students who enter with G.C.E. qualifications and who do not hold an approved "O" subject in Engineering Drawing will be required to take this subject at G2 level in the O1 year, and sit an assessed examination in Engineering Drawing in the O2 year. This may be in place of one of the alternative subjects referred to above.

Students should note that the award of an Ordinary National Certificate does not necessarily give exemption from the examinations of the Professional Engineering Institutions. "Credit" standard is normally required for such exemptions.

1st YEAR (O1) New Scheme (II)

Group A

MIDa

Room	Day	Time	Subject	Lecturer	Class No
E13/2	M	9.00–11.15	Engineering Science	J. E. Meadows	M221
E13		11.15–12.15	Mathematics	R. Hodgkinson	P294
		1.45–2.45			P295
E12		2.45–5.00	Electrical Science	B. Marshall	E227
B56	Tu.	7.00–9.00	English	O. Roper	S120
E22	W	7.00–9.30	O1 Engineering Drawing	A. Norris	M225
E22	F	7.00–9.30	G2 Engineering Drawing	J. Ainsworth	M226

Group B

MIDb

B14	W	7.00–9.30	Electrical Science	D. E. Woolsey	E228
B62	Tu.	7.00–9.00	English	A. T. Moon	S121
E13/2	F	9.00–11.15	Engineering Science	G. B. Rowbottom	M229
E13		11.15–12.15	Mathematics	W. Watson	P296
E22		1.45–2.45			P297
E22		2.45–5.00	O1 Engineering Drawing	G. B. Rowbottom	M231
E22		7.00–9.30	G2 Engineering Drawing	J. Ainsworth	

2nd YEAR (O2)—New Scheme (II)

Group A

M2Da

Room	Day	Time	Subject	Lecturer	Class No
E23/7	W	9.00–11.15	Applied Heat	G. B. Rowbottom	M241
E23		11.15–12.15	O2 Mathematics	T. Herrod	P298
E16		1.45–3.00			P299
E16/3		3.00–5.00	Applied Mechanics	K. Bennett	M243
E16/ D2	Th.	7.00–9.30	Workshop Technology	R. Hatton	M244
	Tu.	7.00–9.00	English and General Studies		S292
De 3	M	7.00–9.00	English	A. T. Moon	S94

Group B

M2Db

E16/ D2	F	9.00–11.15	Workshop Technology	E. L. Bibby	M247
E16		11.15–12.15 1.45–3.00	English and General Studies		S191
E16/3		3.00–5.00	Applied Mechanics	J. E. Meadows	M249
B21	W	7.00–9.30	Applied Heat	K. Morgan	M250
De 1	Th.	7.00–9.30	O2 Mathematics	B. Ridehalgh	P300

FINAL YEAR (S3)—Old Scheme (II)

Group A

M3Da

F8	M	7.00–9.30	Electrical Science		E184
E23/7	W	9.00–11.15	Applied Heat	R. Wood	M262
B12		11.15–12.15	Tutorial	N. A. Butterworth	M263
F10		1.45–5.00	Principles of Electricity I and II	W. Kirkpatrick	E229
B14		7.00–9.30	O1 Electrical Science	D. E. Woolsey	E228
Ty10	Th	7.00–9.30	Principles of Electricity II	R. Duddle	E232

Group B

M3Db

E10/7	Tu.	7.00–9.30	S3 Heat Engines	K. Morgan	M267
E18/ D2	W	9.00–11.15	S3 Workshop Technology		M268
B18		11.15–12.15	Tutorial	N. A. Butterworth	M269
E11/ D2		7.00–9.30	S3 Workshop Technology	G. B. Rowbottom	M270
B55	Th.	7.00–9.00	English G.C.E.	J. R. Jones	S167

Group C

M3Dc

Room	Day	Time	Subject	Lecturer	Class No
E14/7	F	9.00–12.15	S3 Heat Engines	J. E. Meadows	M272
E12/ D2		1.45–5.00	S3 Workshop Technology	R. Hatton	M273
F16		7.00–9.30	Principles of Electricity I and II	J. A. Askew	E231
B14	Tu.	7.00–9.30	Principles of Electricity I and II	J. A. Askew	E230

ENDORSEMENT SUBJECTS (II)

MXD

F8	M	7.00–9.15	O1 Electrical Science†		E281
B14	Tu.	7.00–9.30	Principles of Electricity I and II (with Friday)*	J. A. Askew	E230
E23/7	W	9.00–12.15	O2 Heat Engines*‡	R. Wood	M283
E18		9.00–12.15	O2 Workshop Technology*‡		M284
F10		1.45–5.00	Principles of Electricity I and II*	W. S. Kirkpatrick	E229
De3		7.00–9.15	O1 Electrical Science I†	D. E. Woolsey	E286
B51	Th.	7.00–9.00	English G.C.E.	J. R. Jones	S167
Ty10		7.00–9.30	Principles of Electricity II*		E232
E14	F	9.00–12.15	S3 Heat Engines*	G. S. Catterall	M289
E23		1.45–5.00	S3 Workshop Technology*	R. Hatton	M290
F16		7.00–9.30	Principles of Electricity I and II (with Tuesday)*	J. A. Askew	E231

*Old Scheme.

†New Scheme.

‡Available only to students attending the Principles of Electricity I and II on Wednesday afternoon.

MECHANICAL ENGINEERING HIGHER NATIONAL CERTIFICATE

Course Tutor : D. M. Clapp, B.Sc.(Eng.), Ph.D., A.M.I.C.E., A.M.I.Mech.E.

This is a course of two years duration. In the first year all students take Mathematics and Applied Mechanics. In the second year all candidates study Strength of Materials and Theory of Machines. The third subject may be selected from those available, but must have been preceded by the appropriate subject in the S3 year of the O.N.C. or O.N.D. in certain cases.

The holder of an Ordinary and a Higher National Certificate, together with appropriate endorsements, in which "credit" standard has been reached in all assessed examinations, may be exempted from the Graduateship Examination (Parts I and II) of the Institution of Mechanical Engineers. A suitable qualification in English is essential.

Under the current regulations those students who wish to obtain this exemption MUST have completed ALL necessary endorsements on their Ordinary National Certificate and also obtained an accepted qualification in English before entering the A2 year of the Higher National Certificate. Such students are advised to obtain these endorsements by means of the MXD or MXE courses shown on pages 173 and 177 before entering the A1 year. Consultation with the Head of Department is essential and should be sought at the earliest opportunity.

1st YEAR (III)

Group A

M4Da

Room	Day	Time	Subject	Lecturer	Class No
E16/7	Tu.	9.00–12.15	Thermodynamics	A. G. Parker	M291
E13/5		1.45–5.00	Applied Mechanics	J. Briscoe	M292
De5	M	7.00–9.30	Mathematics	J. B. Maw	P301

Group B

M4Db

E16/3 /5	W	9.00–12.15	Applied Mechanics	K. Bennett	M294
E23		1.45–4.15	Mathematics		P302
E23		4.15–5.00	Tutorial	M. J. Manning	M296
B41/ E5/6	Tu.	7.00–9.30	Aeronautics	M. J. Manning	M297

Group C

M4Dc

E12/3 /5	W	9.00–12.15	Applied Mechanics	J. Briscoe	M298
E21/ D9		1.45–5.00	Production Technology I	R. Wood	M299
De3	Tu.	7.00–9.30	Mathematics	R. C. Harris	P303

Group D

M4Dd

E22/5	Tu.	9.00–12.15	Applied Mechanics	A. B. Morrison	M301
E21/ D2		1.45–5.00	Production Technology I	R. Wood	M302
De5	W	7.00–9.30	Mathematics	G. Blackledge	P304

Group E
M4De

Room	Day	Time	Subject	Lecturer	Class No
E16/3 /5	W	9.00–12.15	Applied Mechanics	K. Bennett	M304
E23		1.45–4.15	Mathematics		P302
E23		4.15–5.00	Tutorial		M301
E12/6	F	7.00–9.30	Mechanics of Fluids	P. Thompson	M307

Group F
M4Df

E16/3 /5	W	9.00–12.15	Applied Mechanics	K. Bennett	M308
E23		1.45–4.15	Mathematics		P302
E23		4.15–5.00	Tutorial		M310
E12/5	Th.	7.00–9.30	Theory of Structures	S. Gillibrand	M311

2nd YEAR (III)

Group A
M5Da

E13/3 /5	Tu.	9.00–12.15	Engineering Lab. and Tutorial	K. Bennett J. E. Taylor	M321
E14		1.45–3.15	Strength of Materials	K. Bennett	M322
E14		3.15–5.00	Theory of Machines	J. E. Taylor	M323
E14/6	Th.	7.00–9.30	Mechanics of Fluids	A. B. Morrison	M324

Group B
M5Db

E13/3 /5	Tu.	9.00–12.15	Engineering Lab. and Tutorial	S. L. Duxbury J. E. Taylor	M325
E12		1.45–3.15	Theory of Machines	J. E. Taylor	M326
E12		3.15–5.00	Strength of Materials	S. L. Duxbury	M327
E17/ D2	M	7.00–9.30	Production Technology II	H. Ogden	M328

Group C
M5Dc

E21	Th.	9.00–10.30	Theory of Machines	J. Briscoe	M329
E21		10.45–12.15	Strength of Materials	M. J. Manning	M330
E22/3 /5		1.45–5.00	Engineering Lab. and Tutorial	J. Briscoe M. J. Manning	M331
E16/7	Tu.	7.00–9.30	Power Plants	M. Edgar	M332

Group D
M5Dd

E13/3 /5	Tu.	9.00–12.15	Engineering Lab. and Tutorial	K. Bennett J. E. Taylor	M333
E14		1.45–3.15	Strength of Materials	K. Bennett	M334
E14		3.15–5.00	Theory of Machines	J. E. Taylor	M335
E10/5	F	7.00–9.30	Theory and Design of Structures	H. Gillison	M336

POST HIGHER NATIONAL CERTIFICATE COURSES (III)

Course Tutor: D. M. Clapp, B.Sc.(Eng.), Ph.D., A.M.I.C.E., A.M.I.Mech.E.

These courses are provided primarily to enable holders of Higher National Certificates to continue their studies; where applicable, satisfactory completion of a course will qualify a student for exemption from certain Institution examinations. Further subject options for evening study are shown on page 179, Course M6E.

M6D

Room	Day	Time	Subject	Lecturer	Class No
E16/7	Tu.	9.00–12.15	Thermodynamics	A. G. Parker	M341
E21/D2		1.45–5.00	Production Technology I	R. Wood	M342
B50	W	9.00–12.15	Industrial Administration A	W. E. Evison	BA210
B50		1.45–5.00	Industrial Administration B	W. E. Evison	BA211
F10		1.45–5.00	Principles of Electricity I and II		E229

ORDINARY NATIONAL CERTIFICATE

Evening Course—New Scheme

Course Tutor: J. Briscoe, B.Sc., A.M.I.Mech.E.

The general conditions given on pages 170 and 171 apply to the evening course, but owing to the increased number of subjects at least three years of study are required. It will not be possible for a student to transfer from the evening to the day course at the end of the first year of study. This means that a student entering the first year of the evening course must then complete a second year of evening study before transferring to the O2 year in the day course. For this reason entry to the evening course will normally be restricted to students of mature years. Students under 21 will be expected to obtain day release from their employers to attend the day course.

A timetable of the first two years is given below and the subjects of the third year are as shown on page 172. It should be noted that students intending to take certificates in Mechanical subjects study Electrical Science in the first year and Mechanical Science in the second, whereas those intending to go forward in Electrical Engineering study Mechanical Science in the first year and Electrical Science in the second. The Mathematics examination in the second year is an assessed *final* examination in this subject.

1st YEAR—New Scheme (II)

MOE

Room	Day	Time	Subject	Lecturer	Class No
F8	M	7.00–9.30	O1 Electrical Science	W. B. Crook	E184
E17	W	7.00–9.30	O1 Engineering Drawing	G. Knight	M347
De6	Th.	7.00–9.30	O1 Mathematics	H. Phillips	P305

2nd YEAR—New Scheme (II)

Group A

MIEa

Room	Day	Time	Subject	Lecturer	Class No
De8	M	7.00–9.30	O2 Mathematics (Assessed)	R. C. Harris	P306
E24/2	Th.	7.00–9.30	O1 Mechanical Engineering Science	T. Sharples	M350
De1	W	7.00–9.00	English and General Studies		

FINAL YEAR—Old Scheme (II)

Evening Course

Group A

M3Ea

E14/7	M	7.00–9.30	S3 Heat Engines	E. L. Roberts	M352
De7	Tu.	7.00–9.30	S3 Mathematics	K. Burgin	P307
E23/3	F	7.00–9.30	S3 Applied Mechanics	K. P. Wheeler	M354

Group B

M3Eb

E16/3	M	7.00–9.30	S3 Applied Mechanics	R. Price	M355
E14/D2	W	7.00–9.30	S3 Workshop Technology	J. E. Meadows	M356
F27	F	7.00–9.30	S3 Mathematics	G. Littlewood	P308

MXE

F8	M	7.00–9.30	O1 Electrical Science	W. B. Crook	E358
E10/7	Tu.	7.00–9.30	S3 Heat Engines	K. Morgan	M351
B14	Tu.	7.00–9.30	Principles of Electricity I and II (with Friday)	J. A. Askew	E230
E11	W	7.00–9.30	S3 Workshop Technology	G. B. Rowbottom	M361
F16	F	7.00–9.30	Principles of Electricity I and II (with Tuesday)	J. A. Askew	E231
Ty10	Th.	7.00–9.30	Principles of Electricity II		E232

HIGHER NATIONAL CERTIFICATE 1st YEAR (III)

Evening Course

Group A

M4Ea

E21/5	M	7.00–9.30	Applied Mechanics	A. B. Morrison	M370
De6	W	7.00–9.30	Mathematics	R. Barlow	P309
E21/7	Th.	7.00–9.30	Thermodynamics	L. W. Milsom	M372

Group B
M4Eb

Room	Day	Time	Subject	Lecturer	Class No
De6	M	7.00–9.30	Mathematics	D. E. Shaw	P310
B41/ E5/E6	Tu.	7.00–9.30	Aeronautics	M. J. Manning	M374
E18/5	F	7.00–9.30	Applied Mechanics	J. C. McHarrie	M375

Group C
M4Ec

E18/ D2	Tu.	7.00–9.30	Production Technology I	G. Park	M376
E23/5	W	7.00–9.30	Applied Mechanics		M377
De3	Th.	7.00–9.30	Mathematics	R. C. Price	P311

Group D
M4Ed

E23/5	W	7.00–9.30	Applied Mechanics		M379
De3	Th.	7.00–9.30	Mathematics	R. C. Price	P311
E12/6	F	7.00–9.30	Mechanics of Fluids	P. Thompson	M381

Group E
M4Ee

De6	M	7.00–9.30	Mathematics	D. E. Shaw	P310
E12/5	Th.	7.00–9.30	Theory of Structures	S. Gillibrand	M383
E18/5	F	7.00–9.30	Applied Mechanics	J. C. McHarrie	M384

2nd YEAR (III)

Group A
M5Ea

E10/7	M	7.00–9.30	Power Plants	J. M. Lowery	M391
E23/5	Th.	7.00–9.30	Strength of Materials	C. M. Gallen	M392
E13/3	F	7.00–9.30	Theory of Machines	J. P. Shaw	M393

Group B
M5Eb

E18/ D2	M	7.00–9.30	Production Technology II	C. Etherington	M394
E21/5	Tu.	7.00–9.30	Strength of Materials	P. J. Thompson	M395
E18/3	Th.	7.00–9.30	Theory of Machines	J. E. Taylor	M396

Group C
M5Ec

E21/3	W	7.00–9.30	Theory of Machines	K. Bennett	M397
E23/5	M	7.00–9.30	Strength of Materials	S. L. Duxbury	M398
E14/6	Th.	7.00–9.30	Mechanics of Fluids	A. B. Morrison	M399

Group D

M5Ed

Room	Day	Time	Subject	Lecturer	Class No
E21/3	W	7.00–9.30	Theory of Machines	K. Bennett	M400
E23/5	M	7.00–9.30	Strength of Materials	S. L. Duxbury	M401
E10/5	F	7.00–9.30	Theory and Design of Structures	H. Gillison	M402

POST HIGHER NATIONAL CERTIFICATE COURSES (III)

Course Tutor: D. M. Clapp, B.Sc.(Eng.), Ph.D., A.M.I.C.E., A.M.I.Mech.E.

The courses are provided primarily to enable holders of Higher National Certificates to continue their studies; where applicable, satisfactory completion of a course will qualify a student for exemption from certain Institution examinations.

Further subject options for day study are shown on page 176, Course M6D.

Evening Course

M6E

Room	Day	Time	Subject	Lecturer	Class No
B61	M	6.45–9.15	Industrial Administration "A"	J. H. Brookes	BA212
B62	W	6.45–9.15	Industrial Administration "B"	W. Bone	BA213
B14	Tu.	7.00–9.30	Principles of Electricity I and II	J. A. Askew	E230
F16	F	7.00–9.30			E231
E19	W	7.00–9.30	Engineering Production I	G. Norris	M407
B41	Th.	7.00–9.30	Engineering Production II	J. A. Burton	M408
E22	Tu.	7.00–9.30	Tool Design (A3)	F. Littlefair	M409

MECHANICAL ENGINEERING TECHNICIANS

Course Tutor: H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.

This course is arranged in three stages and is of five years duration. The first two years are designed to prepare students for the City and Guilds of London Institute Mechanical Engineering Technicians Ordinary Grade examination. The third and fourth years will prepare students for the Advanced Grade examination, whilst the fifth year leads to the Full Technological Certificate. The examinations at the end of the first, second and third years will be set by the Union of Lancashire and Cheshire Institutes, whilst the examinations at the end of the fourth and fifth years will be set by the City and Guilds of London Institute.

Students who have passed the General Course in Engineering with a "Pass" level in three subjects including Workshop Processes, gained at one sitting, and having attained a minimum age of 17 years, will be eligible for entry to the Second Year of the Technicians' Course.

The course provides for students who are following an engineering apprenticeship or other industrial training and who hope to obtain a position of responsibility. It is especially suited to the needs of those who aspire to supervisory duties, shop process and control, drawing office practice, plant maintenance and other posts for which a combination of practical knowledge and technical ability is needed.

The course involves attendance at College on one day and one evening per week for the full session.

1st YEAR (S1) (I)

Group A

MTIDa

Room	Day	Time	Subject	Lecturer	Class No
B24	M	9.00–11.30	Workshop Practice	I. J. Lund	M411
E19		11.30–1.00	Engineering Science	J. Ashworth	P312
B23		2.00–4.00	Processes and Materials	A. Diggles	M413
E17		4.00–5.30	Engineering Drawing	G. B. Rowbottom	M414
B51	Th.	7.00–8.30	Mathematics		P313
B51		8.30–9.30	Liberal Studies		S170

Group B

MT1Db

B20	Tu.	9.00–10.30	Engineering Science	G. B. Rowbottom	P314
B23		10.30–12.30	Processes and Materials	A. Diggles	M418
E17		1.30–3.00	Engineering Drawing	N. A. Butterworth	M419
E1		3.00–4.30	Mathematics		P315
B52		4.30–5.30	Liberal Studies		S110
B24	W	7.00–9.30	Workshop Practice	C. P. R. Gunstone	M422

Group C

MT1Dc

B24	M	7.00–9.30	Workshop Practice	I. J. Lund	M423
B20	W	9.00–10.30	Engineering Science	J. Ashworth	P316
B23		10.30–12.30	Processes and Materials	I. J. Lund	M425
B18		1.30–3.00	Mathematics	J. Ashworth	P317
E20		3.00–4.30	Engineering Drawing	G. T. Ramsden	M427
E20		4.30–5.30	Liberal Studies		S146

Group D

MT1Dd

E19	Tu.	7.00–8.00	Liberal Studies	D. Maddox	S125
E19		8.00–9.30	Engineering Drawing	J. E. Meadows	M430
B16	Th.	9.00–10.30	Engineering Science	J. Ashworth	P318
B23		10.30–12.30	Processes and Materials	L. J. Eccles	M432
B24		1.30–4.00	Workshop Practice	J. Brennand	M433
E23		4.00–5.30	Mathematics		P319

Group E
MT1De

Room	Day	Time	Subject	Lecturer	Class No
B20	M	9.00–10.30	Engineering Science	G. B. Rowbottom	P320
B23		10.30–12.30	Processes and Materials	A. Diggles	M436
B24		1.30–4.00	Workshop Practice	J. Brennand	M437
E20		4.00–5.30	Engineering Drawing	R. Hatton	M438
B51	Tu.	7.00–8.30	Mathematics		P321
B51		8.30–9.30	Liberal Studies	D. Maddox	S126

2nd YEAR (II)

Group A
MT2Da

B56	W	7.00–8.30	Mathematics		P322
B56		8.30–9.30	Liberal Studies		S293
E10/2	F	9.00–10.30	Engineering Science		P323
E10		10.30–12.30	Processes and Materials	L. J. Eccles	M444
B24		1.30–4.00	Workshop Practice	A. Dickson	M445
B16		4.00–5.30	Engineering Drawing	A. Diggles	M446

Group B
MT2Db

E20	Tu.	9.00–10.30	Engineering Science	R. Hatton	P324
B24		10.30–1.00	Workshop Practice	I. J. Lund	M448
B23		2.00–4.00	Processes and Materials	A. Diggles	M449
B56		4.00–5.30	Mathematics		P325
E19	Th.	7.00–8.00	Liberal Studies		S169
E19		8.00–9.30	Engineering Drawing	G. T. Ramsden	M452

Group C
MT2Dc

B24	Tu.	7.00–9.30	Workshop Practice	J. Brennand	M453
B18	W	9.00–10.30	Mathematics	J. E. Meadows	P326
B20		10.30–12.00	Engineering Science		P327
B20		12.00–1.00	Liberal Studies	Mrs. Kirby	S134
E17		2.00–3.30	Engineering Drawing	N. A. Butterworth	M457
B23		3.30–5.30	Processes and Materials	J. Brennand	M458

Group D
MT2Dd

B51	W	7.00–8.00	Liberal Studies		S150
B51		8.00–9.30	Engineering Science		P330
E17	F	9.00–10.30	Engineering Drawing	L. J. Eccles	M467
B24		10.30–1.00	Workshop Practice	I. J. Lund	M468
B23		2.00–4.00	Processes and Materials	W. H Sharples	M469
		4.00–5.30	Mathematics		P331

3rd YEAR (II)

Group A

MT3Da

Room	Day	Time	Subject	Lecturer	Class No
E14	M	9.00–10.30	Mathematics		P332
E14/ F34		10.30–12.15	Engineering Science	R. Hatton A. Ottewell	M472
E20		1.45–4.00	Materials and Construction	H. Ogden	M473
B52		4.00–5.00	Liberal Studies	D. Swift	S83
E10	W	7.00–9.30	Workshop Technology	R. Wood	M475

Group B

MT3Db

E10	Tu.	9.00–10.30	Mathematics		P333
E10/ F34		10.30–12.15	Engineering Science	R. Hatton A. Ottewell J. Taylor	M477
E22		1.45–4.00	Materials and Construction	F. W. Grimshaw	M478
E22		4.00–5.00	Liberal Studies		S294
E10/ D2	Th.	7.00–9.30	Workshop Technology	R. Wood	M480

Group C

MT3Dc

E22	M	7.00–9.30	Engineering Drawing	R. Hatton	M481
E10	W	9.00–10.00	Liberal Studies	J. Mawdsley	S127
E10		10.00–12.15	Materials and Processes	R. Wood	M483
F34/ E10		1.45–3.30	Engineering Science	A. Ottewell R. Hatton	C237
E10		3.30–5.00	Mathematics		P334

Group D

MT3Dd

F34/ E10	Th.	9.00–10.30	Engineering Science	A. Ottewell R. Hatton	C238
E10		10.30–12.15	Mathematics		P335
E10		1.45–3.00	Liberal Studies		S153
E10		3.00–5.00	Materials and Processes	R. Wood	M489
E20	F	7.00–9.30	Engineering Drawing		M490

4th YEAR (II)

Group A

MT4Da

Room	Day	Time	Subject	Lecturer	Class No
E10	Tu.	7.00–9.30	Workshop Technology	J. A. Burton	M491
E19	F	9.00–11.00	Materials and Construction	F. W. Grimshaw	M492
E19/ E2		11.00–12.30	Engineering Science	E. L. Bibby	M493
B21		1.30–2.30	Liberal Studies	R. Hodson	S192
B21		2.30–4.00	Mathematics		P336
		4.30–7.00	Applied Technology	R. Wood	M496

Group B

MT4Db

E10/2	M	9.00–10.30	Engineering Science	E. L. Bibby	M497
E10		10.30–12.30	Materials and Processes	J. A. Burton	M498
E13		1.30–2.30	Liberal Studies	B. Palfrey	S79
E13		2.30–4.00	Mathematics	J. E. Meadows	P337
E24		4.30–7.00	Applied Technology	F. W. Grimshaw	M501
E24	Tu.	7.00–9.30	Engineering Drawing	F. W. Grimshaw	M502

AUTOMOBILE ENGINEERING PRACTICE (MOTOR VEHICLE MECHANICS' WORK)

Course Tutor: R. J. Nicolle, M.I.M.I.

This course is of three years duration and it is designed to prepare students for the City and Guilds of London Automobile Engineering Practice—Motor Vehicle Mechanics' Work—examination.

The examinations at the end of the third year will be set by the City and Guilds of London Institute.

The aim of the course is to give sufficient knowledge of principles and their application to the construction and operation of motor vehicles, to enable the mechanic to deal with repairs, adjustments and general servicing.

Success in the City and Guilds of London examination at the completion of the course, and a subsequent practical examination arranged by the National Joint Industrial Council for the Motor Vehicle Trades, is required to qualify for the National Craftsman's Certificate for a Motor Vehicle Service Mechanic.

Students will be admitted to the first year of the course if they have either—

(a) passed a Preliminary Craft Course examination;

(b) passed an examination of equivalent standard ; or

(c) satisfied the Head of Department of their ability to take the course and have reached the age of 16 years.

1st YEAR (S1) (I

Group A
MV1Da

Room	Day	Time	Subject	Lecturer	Class No
B19	M	7.00–9.30	Motor Vehicle Techniques	J. McRory	M510
Ct.	W	9.00–12.15	Motor Vehicle Practice	J. McRory	M511
B19		1.45–5.00	Motor Vehicle Science and Lab.	R. H. Mason	M512

Group B
MV1Db

B19	Tu.	7.00–9.30	Motor Vehicle Techniques	F. K. Pearson	M513
B19	W	9.00–12.15	Motor Vehicle Science and Lab.	R. H. Mason	M514
Ct.		1.45–5.00	Motor Vehicle Practice	J. McRory	M515

Group C
MV1Dc

Ct.	Th.	9.00–12.15	Motor Vehicle Practice	J. McRory	M516
B19		1.45–5.00	Motor Vehicle Science and Lab.	R. H. Mason	M517
B19	F	7.00–9.30	Motor Vehicle Techniques		M518

Group D
MV1Dd

B19	W	7.00–9.30	Motor Vehicle Technique		M519
B19	Th.	9.00–12.15	Motor Vehicle Science and Lab.	R. H. Mason	M520
Ct.		1.45–5.00	Motor Vehicle Practice	J. McRory	M521

Group E
MV1De

B19	Tu.	9.00–12.15	Motor Vehicle Science and Lab.	R. H. Mason	M522
B19		1.45–5.00	Motor Vehicle Technology	R. A. Bonner	M523
Ct.	W	7.00–9.30	Motor Vehicle Practice	J. McRory	M524

Gr up F
MV1D

Room	Day	Time	Subject	Lecturer	Class No
Ct.	Th.	7.00–9.30	Motor Vehicle Practice	J. McRory	M525
B19	F	9.00–12.15	Motor Vehicle Science and Lab.	R. H. Mason	M526
B19		1.45–5.00	Motor Vehicle Technology	R. A. Bonner	M527

2nd YEAR (S2) (I)

Group A
MV2Da

E11	Tu.	9.00–12.15	Motor Vehicle Techniques and Sketching	R. A. Bonner	M531
D5		1.45–5.00	Motor Vehicle Practice	F. K. Pearson	M532
E12	M	7.00–9.30	Motor Vehicle Science and Lab.	R. H. Mason	M533

Group B
MV2Db

D5	M	9.00–12.15	Motor Vehicle Practice	J. McRory	M534
E11		1.45–5.00	Motor Vehicle Techniques and Sketching	F. K. Pearson	M535
E12	Tu.	7.00–9.30	Motor Vehicle Science and Lab.	R. A. Bonner	M536

Group C
MV2Dc

E11/2	Th.	9.00–12.15	Motor Vehicle Techniques and Sketching	F. K. Pearson	M537
D5	Th.	1.45–5.00	Motor Vehicle Practice	F. K. Pearson	M538
E11	F	7.00–9.30	Motor Vehicle Science and Lab.	R. A. Bonner	M539

Group D
MV2Dd

E22	Th.	7.00–9.30	Motor Vehicle Science and Lab.		M540
E11	F	9.00–12.15	Motor Vehicle Technology and Sketching	T. A. Hulton	M541
D5		1.45–5.00	Motor Vehicle Practice	J. McRory	M542

3rd YEAR (S3) (I)

Group A

MV3Da

Room	Day	Time	Subject	Lecturer	Class No
E11	M	7.00–9.30	Motor Vehicle Techniques "A"	T. A. Hulton	M551
D5	Tu.	9.00–12.15	Motor Vehicle Practice	T. A. Hulton	M552
E11		1.45–5.00	Motor Vehicle Techniques "B"	R. J. Nicolle	M553

Group B

MV3Db

E11	M	9.00–12.15	Motor Vehicle Techniques "B"	R. J. Nicolle	M554
D5		1.45–5 00	Motor Vehicle Practice	T. A. Hulton	M555
E17	Th.	7.00–9.30	Motor Vehicle Techniques "A"	R. H. Mason	M556

Group C

MV3Dc

E17	Tu.	7.00–9.30	Motor Vehicle Techniques "A"	T. A. Hulton	M557
D5	Th.	9.00–12.15	Motor Vehicle Practice	T. A. Hulton	M558
E11		1.45–5.00	Motor Vehicle Techniques "B"	R. J. Nicolle	M559

AUTOMOBILE ENGINEERING PRACTICE (MOTOR VEHICLE TECHNICIANS' WORK)

Course Tutor: R. J. Nicolle, M.I.M.I.

This course is of two years duration. A college examination will be held at the end of the first year, whilst at the end of the second year, the examination will be set by the City and Guilds of London Institute.

The Technicians' course is planned as an extension of the Mechanics' course to assist students to understand the essential features of motor vehicle design and to appreciate the trend of development, thus enabling him to undertake and qualify for work and positions of responsibility in the motor vehicle repair and retail trade. Success in the City and Guilds of London Institute examination at the end of the course and a further period of study will enable students to enter for the Associate Membership Examination of the Institute of the Motor Industry.

Students will be admitted to the first year of the course if they have either:

(a) passed the City and Guilds examination in Motor Vehicle Mechanics' Work ;
or

(b) passed an examination of equivalent standard.

1st YEAR (A1) (II)

Group A

MV4Da

Room	Day	Time	Subject	Lecturer	Class No
E11	Tu.	7.00–9.30	Motor Vehicle Techniques	J. P. Vincent	M561
D5	W	9.00–12.15	Motor Vehicle Practice	F. K. Pearson	M562
E11		1.45–5.00	Calculations, Science and Lab.	T. A. Hulton	M563

Group B

MV4Db

E11	W	9.00–12.15	Calculations, Science and Lab.	T. A. Hulton	M564
D5		1.45–5.00	Motor Vehicle Practice	F. K. Pearson	M565
E11	Th.	7.00–9.30	Motor Vehicle Techniques		M566

2nd YEAR (A2) (II)

MV5D

D5	F	9.00–12.15	Motor Vehicle Practice	R. J. Nicolle	M521
E11		1.45–5.00	Calculations, Science and Lab.	F. K. Pearson	M522
E11	W	7.00–9.30	Motor Vehicle Techniques "B"	R. J. Nicolle	M523

Associate Membership of the Institute of the Motor Industry

Students will be admitted to the first year of the course if they have passed both the Motor Vehicle Mechanics and Motor Vehicle Technicians' Courses of the City and Guilds of London Institutes.

The course involves attendance either—

(a) on two evenings per week for two years
or

(b) on three evenings per week for one year if a student has already completed an approved course in English e.g. G.C.E. (O) English or a recognised College course.

The final examination will be set by the College and assessed by the Institute of the Motor Industry.

3rd YEAR (A3) (II)

MV6E

Room	Day	Time	Subject	Lecturer	Ciass No
Ty8	M	7.00–9.30	Motor Trade Law and Administration	R. J. Nicolle	M567
	Tu.	7.00–9.30	Principles of Management I		M570
F35	W	7.00–9.30	Principles of Management II	E. L. Bibby	M568
B51	F	7.00–9.30	English		M569

SHEET METAL WORK

Course Tutor: K. E. Wilder

This course is of five years duration and is designed to prepare students for the City and Guilds of London Institute Ordinary Advanced and Full Technological Certificate examinations in Sheet Metal Work. The examinations at the end of the first, second and third years will be set by the Union of Lancashire and Cheshire Institutes, whilst the examinations at the end of the fourth and fifth years will be set by the City and Guilds of London Institute. A candidate who has passed the second year Union of Lancashire and Cheshire Institutes' examinations will be regarded as having passed an examination equivalent to the City and Guilds of London Institute's Ordinary examination.

To be awarded a Full Technological Certificate a candidate must have passed the Ordinary, Advanced and Full Technological Certificates examinations at the end of the S2, A1 and A2 years.

The aim of the course is to provide theoretical and practical instruction on the working of sheet and plate metal up to approximately one-eighth inch thick. Ferrous and non-ferrous, coated and uncoated metals in normal commercial use will be considered and the scope of the examinations is intended to meet the general requirements of apprentices in all the sheet metal trades, i.e. apprentice tinsmiths, coppersmiths, panel-beaters, zincsmiths, aircraft sheet metal workers, ventilation and stainless steel workers.

Special arrangements are made in the SM1Dc (Fabrication) group to accommodate students requiring an ability to manipulate heavier gauge materials.

Students will be admitted to the first year of the course if they have :

(a) passed a Preliminary Craft course examination ; or

(b) passed an examination of equivalent standard ; or

(c) satisfied the Head of Department of their ability to take the course ; and have reached the age of 16 years.

1st YEAR (S1) (I)

Group A

SM1Da

Room	Day	Time	Subject	Lecturer	Class No
D9	M	9.00–11.15	Workshop Processes and Practice	J. Braddock	M571
B16		11.15–12.15	Techniques and Laboratory	J. Braddock	M572
B16		1.45–3.15	Trade Calculations	G. S. Catterall	M573
B16		3.15–5.00	Pattern Development	G. S. Catterall	M574
B16	W	7.00–9.30	Geometry and Drawing	K. Wallin	

Group B

SM1Db

B16	M	9.00–10.45	Pattern Development	G. S. Catterall	M575
B18		10.45–12.15	Trade Calculations	G. S. Catterall	M576
B18		1.45–2.45	Techniques and Laboratory	J. Braddock	M577
D9		2.45–5.00	Workshop Processes and Practice	J. Braddock	M578
B16	Tu.	7.00–9.30	Geometry and and Drawing	K. Wallin	M579

Group C

SM1Dc (Fabrication)

D9	W	9.00–11.15	Workshop Processes and Practice	J. Braddock	M580
B16		11.15–12.15	Techniques and Laboratory	J. Braddock	M581
B16		1.45–3.15	Trade Calculations		M582
B16		3.15–5.00	Pattern Development		M583
B16	Th.	7.00–9.30	Geometry and Drawing		M584

2nd YEAR (S2) (I)

Group A

SM2Da

E20	Th.	7.00–9.30	Trade Calculations	J. S. Wright	M591
D9	F	9.00–11.15	Workshop Processes and Practice	K. E. Wilder	M592
E17		11.15–12.15	Techniques and Laboratory	K. E. Wilder	M593
E20		1.45–2.30			
E20		2.30–5.00	Geometry and Development	G. T. Ramsden	M594

Group B

SM2Db

Room	Day	Time	Subject	Lecturer	Class No
E18	W	7.00–9.30	Trade Calculations	J. S. Wright	M595
E20	Th.	9.00–11.30	Geometry and Development	G. T. Ramsden	M596
E18		11.30–12.15 1.45–2.45	Technique and Laboratory	K. E. Wilder	M597
D9		2.45–5.00	Workshop Processes and Practice	K. E. Wilder	M598

3rd YEAR (S3) (I)

SM3Da

E20	M	7.00–9.30	Geometry and Development	K. E. Wilder	M599
D9	Tu.	9.00–11.30	Workshop Processes and Practice	K. E. Wilder	M600
E20		11.30–12.15 1.45–2.45	Trade Calculations	G. T. Ramsden	M601
E20		2.45–5.00	Techniques and Laboratory	J. Braddock	M602

SM3Db

E20	Tu.	7.00–9.30	Geometry and Development	W. Bonney	M603
E20	F	9.00–11.15	Techniques and Laboratory	J. Braddock	M604
E20 E18		11.15–12.15 1.45–3.00	Trade Calculations	G. T. Ramsden	M605
D9		3.00–5.00	Workshop Processes and Practice	K. E. Wilder	M606

4th YEAR (A1) (II)

SM4D

E18	Th.	9.00–11.30	Techniques and Laboratory	K. E. Wilder	M607
E20		11.30–12.15 1.45–2.45	Trade Calculations	G. T. Ramsden	M608
E20		2.45–5.00	Pattern Development	W. Bonney	M609
D9	Tu.	7.00–9.30	Workshop Processes and Practice	J. H. Wane	M610

WELDING

Course Tutor: J. Braddock

This course is of four years' duration and is designed to prepare students for the City and Guilds of London Institute Ordinary and Advanced certificates in Welding. The examination at the end of the first, second and third years will be

set by the Union of Lancashire and Cheshire Institutes, whilst the examinations at the end of the fourth year will be set by the City and Guilds of London Institute. A candidate who has passed the Second Year Union of Lancashire and Cheshire Institutes' examinations will be regarded as having passed an examination equivalent to the City and Guilds of London Institutes' Ordinary examination.

The course at the Ordinary stage is designed to lead to a general examination in welding and the student will be introduced to both gas and arc welding techniques At the Advanced stage the syllabuses are divided and separate examinations will be held in both gas and arc techniques. The student may, therefore, follow the course of his choice when he has been awarded an Ordinary grade certificate.

Students will be admitted to the first year of the course if they have :

(a) passed a Preliminary Craft course examination ; or

(b) passed an examination of equivalent standard ; or

(c) satisfied the Head of Department of their ability to take the course ; and have reached the age of 16 years.

1st YEAR (S1) (I)

W1D

Room	Day	Time	Subject	Lecturer	Class No
B19	M	9.00–12.15	Welding Techniques "B" and Laboratory	K. E. Wilder	M611
D4		1.45–5.00	Practical Welding	G. Smith	M612
B20	W	7.00–9.30	Welding Techniques "A" and Laboratory	Miss M. Smith	M613

2nd YEAR (S2) (I)

W2D

D4	Tu.	9.00–12.15	Welding Practice	J. Braddock	M614
B18		1.45–5.00	Welding Techniques "B" and Laboratory	G. Smith	M615
B18		7.00–9.30	Welding Techniques "A" and Laboratory	Miss M. Smith	M616

3rd YEAR (S3) (II)

W3D

E17	W	9.00–12.15	Welding Science and Laboratory	K. E. Wilder	M617
D4		1.45–5.00	Practical Welding	J. Braddock	M618
E16		7.00–9.30	Arc Welding Technique and Laboratory	J. Braddock	M619

FOUNDRY PRACTICE

Course Tutor: A Diggles

This course is of four years' duration and is designed to prepare students for the City and Guilds of London Institute Ordinary and Advanced Certificates in Foundry Practice. The examinations at the end of the first, second and third years will be set by the Union of Lancashire and Cheshire Institutes, whilst the examinations at the end of the fourth year will be set by the City and Guilds of London Institute. A candidate who has passed the second year Union of Lancashire and Cheshire Institutes' examinations will be regarded as having passed an examination equivalent to the City and Guilds of London Institute's Ordinary examination.

The aim of the course is to provide theoretical instruction with the object of supplementing the student's industrial experience and so improving his skill and understanding as a craftsman.

Students will be admitted to the first year of the course if they have :

(a) passed a Preliminary Craft course examination ; or

(b) passed an examination of equivalent standard ; or

(c) satisfied the Head of Department of their ability to take the course ; and have reached the age of 16 years.

1st YEAR (S1) (I)

F1D

Room	Day	Time	Subject	Lecturer	Class No
D8	M	9.00–12.15	Foundry Practice	W. H. Pye	M621
B23		1.45–5.00	Processes and and Science	W. H. Pye	M622

AGRICULTURAL MECHANICS' WORK

Course Tutor : T. A. Hulton, A.M.I.M.I.

This course is of two years duration and is designed to prepare students for the City and Guilds of London Institute examination for Agricultural Mechanics' Work. College examinations will be held at the end of the first year whilst the examinations at the end of the second year will be set by the City and Guilds of London Institute.

The course which is run in conjunction with the County Institute of Agriculture, Hutton, Preston, is devised to meet the general requirements of a skilled agricultural mechanic in a farm machinery depot or on a large mechanized farm. The main content of the course is made up of work which is considered necessary for the maintenance and repair of farm tractors, implements and machinery.

Students will be admitted to the first year of the course if they have :

(a) passed a Preliminary Craft course examination ; or

(b) passed an examination of equivalent standard ; or

(c) satisfied the Head of Department of their ability to take the course.

First and second years of the course are offered in alternate years. The second (S2) year will be available in 1964/65.

This course may be followed by the Agricultural Fitters Work Course which is offered on a part-time basis at the County Institute of Agriculture, Hutton, Preston.

Part-time Day Course

1st YEAR (I)

Ag1D

Room	Day	Time	Subject	Lecturer	Class No
	F	9.00–10.00	Social Studies		S631
B26		10.00–12.15	Workshop Practice	G. Smith	M632
Hutton		1.30–2.15		G. Smith	M633
Hutton		2.15–5.00	Implement Maintenance	G. R. Hobbs	M634
B21		7.00–9.30	Calculations, Science and Drawing	B. P. Jenkins	M635

2nd YEAR (I)

Ag2D

B16	W	9.00–10.15	Social Studies		S636
B24		10.15–12.15	Workshop Practice	G. Smith	M637
Hutton		1.30–2.15	Materials and Processes	G. Smith	M638
Hutton		2.15–5.00	Implement Maintenance	T. P. Kirby	M639
Ty10		7.00–9.30	Calculations, Science and Drawings	B. P. Jenkins	M640

MECHANICAL ENGINEERING CRAFT PRACTICE

Course Tutors : J. A. Burton, A.M.I.Mech.E., A.M.I.Prod.E. (3rd and 4th years)
R. Wood, A.M.I.Mech.E., A.M.I.Prod.E. (1st and 2nd years)

This course is of four years' duration and is designed to prepare students for the City and Guilds of London Mechanical Engineering Craft Practice Part II Certificate.

The examinations at the end of the first, second and third years will be set by the Union of Lancashire and Cheshire Institutes whilst the examination at the end of the fourth year will be set by the City and Guilds of London Institutes.

A candidate who has passed the second year of the Union of Lancashire and Cheshire Examinations will be regarded as having passed an examination equivalent to the City and Guilds of London Institute's examination in Mechanical Engineering Craft Practice Part I.

The course is designed primarily to supplement the industrial experience of the craft apprentice in fitting, turning and machining and so improve his skill, understanding and practical proficiency to the level expected of a good quality craftsman.

Students will be admitted to the first year of the course if they have :

(a) passed a Preliminary Craft course examination ; or

(b) passed an examination of equivalent standard ; or

(c) satisfied the Head of Department of their ability to take the course.

Provision is made for suitable students to transfer to or from other courses should circumstances make this desirable.

Successful completion of the Full-time (Sandwich) Craft Practice course enables the student to enter direct to the third (S3) year.

1st YEAR (S1) (I)

CP1Da

Room	Day	Time	Subject	Lecturer	Class No
B52	M	9.00–10.15	Social Studies	G. C. Storr	S72
Ct		10.15–12.15	Workshop Practice		M642
Ct		1.45–5.00	Workshop Practice		M643
B18	Th.	7.00–9.30	Craft Theory and Retated Studies	D. J. Bickerton	M644

CP1Db

B24	M	9.00–12.15	Workshop Practice		M645
B24		1.45–4.00	Workshop Practice		M646
B23		4.00–5.00	Social Studies	J. Mawdsley	S80
B18	F	7.00–9.30	Craft Theory and Related Studies		M648

CP1Dc

B16	Tu.	9.00–10.15	Social Studies	C. G. Storr	S95
Ct		10.00–12.15	Workshop Practice		M650
Ct		1.45–5.00	Workshop Practice		M651
B19	Th.	7.00–9.30	Craft Theory and Related Studies	F. A. White	M652

CP1Dd

B24	Tu.	9.00–12.15	Workshop Practice	G. S. Catterall	M653
B20		1.45–3.00	Social Studies	J. Mawdsley	S105
		2.45–5.00	Craft Theory and Related Studies	G. S. Catterall	M655
B24	W	7.00–9.30	Workshop Practice	G. S. Catterall	M656

CP1De

Ct	F	9.00–12.15	Workshop Practice		M657
Ct		1.45–4.00	Workshop Practice		M658
B51		4.00–5.00	Social Studies	G. C. Storr	S201
B18	W	7.00–9.30	Craft Theory and Related Studies		M660

CP1Df

Room	Day	Time	Subject	Lecturer	Class No
B24	F	9.00–12.15	Workshop Practice		M661
B18		1.45–2.45	Social Studies		S198
B18		2.45–5.00	Craft Theory and Related Studies	G. S. Catterall	M663
B24	M	7.00–9.30	Workshop Practice		M664

2nd YEAR (S2) (I)

CP2Da

B24	Th.	9.00–12.15	Workshop Practice	J. Brennand	M670
B18		1.45–2.45	Social Studies	D. Maddox	S157
B18		2.45–5.00	Craft Theory and Related Studies	G. S. Catterall	M672
B24	M	7.00–9.30	Workshop Practice	J. Brennand	M673

CP2Db

B24	Th.	9.00–12.15	Workshop Practice	R. Greenhalgh	M674
B20		1.45–4.00	Craft Theory and Related Studies	L. J. Eccles	M675
B20		4.00–5.00	Social Studies	R. Hodson	S161
B24	W	7.00–9.30	Workshop Practice	R. Greenhalgh	M677

CP2Dc

B24	M	9.00–12.15	Workshop Practice	C. P. R. Gunstone	M678
B24		1.45–4.00	Workshop Practice	C. P. R. Gunstone	M679
B20		4.00–5.00	Social Studies	D. Maddox	S81
E13	Tu.	7.00–9.30	Craft Theory and Related Studies	L. J. Eccles	M681

CP2Dd

B24	F	9.00–12.15	Workshop Practice	R. Greenhalgh	M682
B24		1.45–4.00	Workshop Practice	R. Greenhalgh	M683
B52		4.00–5.00	Social Studies	J. Mawdsley	S202
B18	M	7.00–9.30	Craft Theory and Related Studies	G. S. Catterall	M685

CP2De

B24	F	9.00–12.15	Workshop Practice	A. Diggles	M686
B24		1.45–4.00	Workshop Practice	A Diggles	M687
B13		4.00–5.00	Social Studies	D. Maddox	S203
E14	Tu.	7.00–9.30	Craft Theory and Related Studies		M689

CP2Df

B24	W	9.00–12.15	Workshop Practice	R. Greenhalgh	M690
B24		1.45–4.00	Workshop Practice	R. Greenhalgh	M691
E22		4.00–5.00	Social Studies	J. Mawdsley	S143
B16	M	7.00–9.30	Craft Theory and Related Studies		M693

CP2Dg

Room	Day	Time	Subject	Lecturer	Class No
B24	Tu.	9.00–12.15	Workshop Practice	R. Greenhalgh	M694
B24		1.45–4.00	Workshop Practice	R. Greenhalgh	M695
		4.00–5.00	Social Studies	R. Hodson	S108
B20	F	7.00–9.30	Craft Theory and Related Studies	L. J. Eccles	M697

3rd YEAR (S3) (II)

CP3Da

D11	M	9.00–12.15	Workshop Practice	W. H. Sharples	M701
D11		1.45–4.00	Workshop Practice	W. H. Sharples	M702
B52		4.00–5.00	Social Studies	R. Hodson	S82
Ty16	Th.	7.00–9.30	Craft Theory and Related Studies		M704

CP3Db

E20	M	9.00–10.15	Social Studies	R. Hodson	S73
E20		10.15–12.15	Craft Theory and Related Studies		M706
B24		1.45–5.00	Workshop Practice		M707
B24	W	7.00–9.30	Workshop Practice		M708

CP3Dc

B24	W	9.00–12.15	Workshop Practice		M709
B24		1.45–4.00	Workshop Practice		M710
E19		4.00–5.00	Social Studies	G. C. Storr	S144
De4	Tu.	7.00–9.30	Craft Theory and Related Studies		M712

CP3Dd

D11	W	9.00–12.15	Workshop Practice	A. Dickson	M713
B20		1.45–3.00	Social Studies	J. Mawdsley	S140
B20		3.00–5.00	Craft Theory and Related Studies	G. B. Rowbottom	M714
D11	Tu.	7.00–9.30	Workshop Practice	A. Dickson	M716

CP3De

B20	F	9.00–10.00	Social Studies	Mrs. Kirby	S171
B20		10.15–12.15	Craft Theory and Related Studies	W. H. Sharples	M718
D11		1.45–5.00	Workshop Practice	C. P. R. Gunstone	M719
D11	M	7.00–9.30	Workshop Practice	C. P. R. Gunstone	M720

CP3Df

Room	Day	Time	Subject	Lecturer	Class No
D11	Th.	9.00–12.15	Workshop Practice	W. H. Sharples	M721
D11		1.45–4.00	Workshop Practice	W. H. Sharples	M722
B55		4.00–5.00	Social Studies		S162
B16	F	7.00–9.30	Craft Theory and Related Studies	G. B. Rowbottom	M724

CP3Dg

D11	Tu.	9.00–12.15	Workshop Practice	W. H. Sharples	M725
D11		1.45–4.00	Workshop Practice	W. H. Sharples	M726
		4.00–5.00	Social Studies	D. Maddox	S109
De1	M	7.00–9.30	Craft Theory and Related Studies	G. B. Rowbottom	M728

CP3Dh

B24	Tu.	9.00–12.15	Workshop Practice		M729
B16		1.45–2.45	Social Studies	G. C. Storr	S106
B16		2.45–5.00	Craft Theory and Related Studies	G. B. Rowbottom	M731
B24	M	7.00–9.30	Workshop Practice		M732

4th YEAR (A1) (II)

CP4Da

E19	M	9.00–10.15	Social Studies	D. Maddox	S74
D3		10.15–12.15	Workshop Practice	A. Dickson	M742
D3		1.45–5.00	Workshop Practice	A. Dickson	M743
	Tu.	7.00–9.30	Craft Theory and Related Studies		M744

CP4Db

E14	Tu.	9.00–10.15	Social Studies	D. Maddox	S96
D3		10.15–12.15	Workshop Practice	J. Brennand	M746
D3		1.45–5.00	Workshop Practice	J. Brennand	M747
B23	W	7.00–9.30	Craft Theory and Related Studies		M748

CP4Dc

D3	W	9.00–12.15	Workshop Practice	A. Diggles	M749
D3		1.45–4.00	Workshop Practice	A. Diggles	M750
B18		4.00–5.00	Social Studies	G. C. Storr	S144
B23	Th.	7.00–9.30	Craft Theory and Related Studies		M752

CP4Dd

B52	Th.	9.00–10.15	Social Studies	D. Maddox	S152
D3		10.15–12.15	Workshop Practice	A. Dickson	M754
D3		1.45–5.00	Workshop Practice	A. Dickson	M755
E19	F	7.00–9.30	Craft Theory and Related Studies	R. Hatton	M756

CP4De

Room	Day	Time	Subject	Lecturer	Class No
B52	F	9.00–10.15	Social Studies	G. C. Storr	S172
D3		10.15–12.15	Workshop Practice	J. Brennand	M758
D3		1.45–5.00	Workshop Practice	J. Brennand	M759
B23	M	7.00–9.30	Craft Theory and Related Studies	J. E. Meadows	M760

CP4Df

D11	F	9.00–12.15	Workshop Practice	A. Dickson	M761
B20		1.45–2.45	Social Studies	G. C. Storr	S199
B20		2.45–5.00	Craft Theory and Related Studies		M763
D11	W	7.00–9.30	Workshop Practice	A. Dickson	M764

CP5 will be offered in subsequent sessions.

GENERAL ENGINEERING COURSE (I)

Course Tutor : F. W. Grimshaw, A.M.I.Mech.E.

This course is of two years' duration, involving attendance on one day and one evening per week, for students who show promise of being able to proceed either to a Technicians' course or a National Certificate course in Mechanical or Electrical Engineering.

Entry to the first year of the course is normally for school leavers aged 15 years in the category indicated above.

School leavers of 16 years of age who have followed a suitable full-time course at a secondary school may enter the second year of the course.

The first year examinations will be set by the College, whilst the second year examinations will be set and marked by the Union of Lancashire and Cheshire Institutes.

Students will be directed into appropriate further study depending upon their success in the final examinations. These courses would normally be the Ordinary National Certificate, Ordinary National Diploma, or Engineering Technicians' Course, in either Mechanical or Electrical Engineering.

Identical courses are available in both the Electrical and the Mechanical Engineering Departments, and success in any allows further study in either Department.

G1D

Room	Day	Time	Subject	Lecturer	Class No
De6	Tu.	7.00–9.30	Materials and Processes		M770
B16	F	9.00–11.15	Engineering Drawing	G. S. Catterall	M771
B16		11.15–12.15	Mathematics		P338
B16		1.45–4.00	Mathematics and Science		P339
		4.00–5.00	English		

2nd YEAR (I)

Group A

G2Da

Room	Day	Time	Subject	Lecturer	Class No
B55	W	9.00–10.15	English	D. Maddox	S128
B12		10.15–12.15	Mathematics and Engineering Science		P340
F21		1.45–3.30	Mathematics and Engineering Science		P341
E17		3.30–5.00	Engineering Drawing	J. E. Meadows	M784
B20/26	Tu.	7.00–9.30	Materials and Processes	W. H. Sharples	M785

Group B

G2Db

B41	Tu.	9.00–11.15	Mathematics and Engineering Science	R. Hodgkinson	P342
B55		11.15–12.15	English	G. C. Storr	S100
B15		1.45–3.30	Mathematics and Engineering Science	R. Hodgkinson	P343
E17		3.30–5.00	Engineering Drawing	R. Hatton	M789
B20/26	Th.	7.00–9.30	Materials and Processes	W. H. Sharples	M790

G2Dc

Group C

B20	F	9.00–11.15	Mathematics and Engineering Science		P344
B20		11.15–12.15	English		S190
E17		1.45–3.30	Mathematics and Engineering Science		P345
E17		3.30–5.00	Engineering Drawing	L. J. Eccles	M794
B20	M	7.00–9.30	Materials and Processes		M795

MACHINE SHOP ENGINEERING

Course Tutor : E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E.

This course has been replaced by the Mechanical Engineering Technicians (see page 179) and Mechanical Engineering Craft Practice (see page 193) Courses. Entry to this course will be restricted to candidates who obtained Intermediate Certificates in 1963 or earlier. Others should discuss their needs at Enrolment.

The City and Guilds of London Institute state that the last final examination will be held in 1965.

Evening Course

5th YEAR (A2) (II)

Group A

MS5Ea

Room	Day	Time	Subject	Lecturer	Class No
E20	W	7.00–9.30	Calculations and Drawing	F. Grey	M801
E18	Th.	7.00–9.30	Workshop Science		M802
E16	F	7.00–9.30	Workshop Techniques	R. Wright	M803

Group B

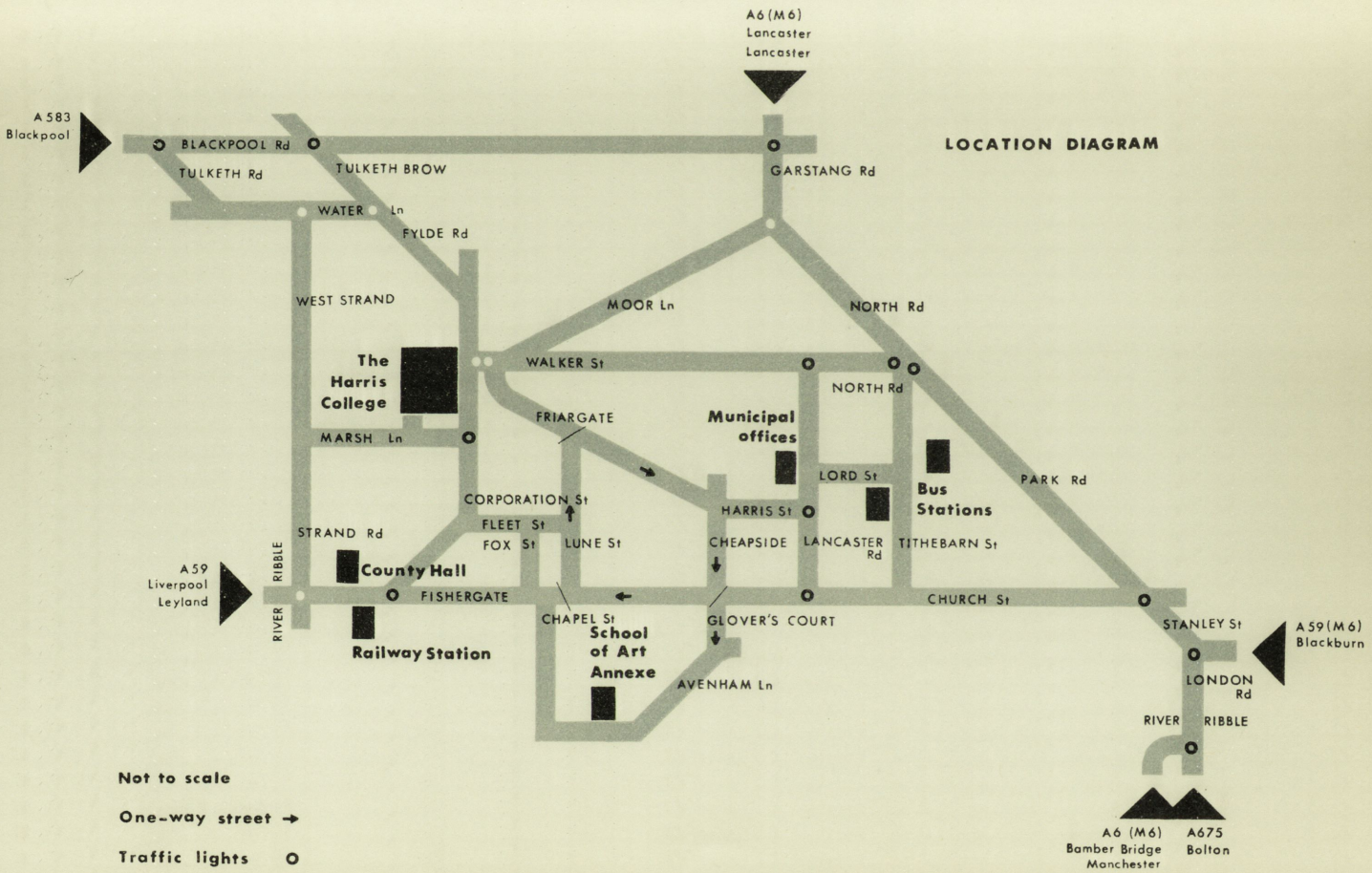
MS5Eb

E23	Tu.	7.00–9.30	Workshop Techniques		M804
Ty8	Th.	7.00–9.30	Calculations and Drawing		M805
E14	F	7.00–9.30	Workshop Science		M806

PRACTICAL WELDING (I)

WE

Room	Day	Time	Subject	Lecturer	Class No
D4	M	7.00–9.30	Welding Practice	K. Walker	M810
D4	Tu.	7.00–9.30	Welding Practice	K. Walker	M811


A6 (M6)
Lancaster
Lancaster
A583
Blackpool
LOCATION DIAGRAM
BLACKPOOL Rd
TULKETH Rd
TULKETH BROW
GARSTANG Rd
WATER Ln
FYLDE Rd
WEST STRAND
MOOR Ln
NORTH Rd
The Harris College
WALKER St
NORTH Rd
FRIARGATE
Municipal offices
MARSH Ln
LORD St
Bus Stations
PARK Rd
CORPORATION St
HARRIS St
FLEET St
STRAND Rd
FOX St
LUNE St
CHEAPSIDE
LANCASTER Rd
TITHEBARN St
A59
Liverpool
Leyland
RIBBLE
County Hall
FISHERGATE
CHURCH St
RIVER
CHAPEL St
GLOVER'S COURT
STANLEY St
A59 (M6)
Blackburn
School of Art Annexe
AVENHAM Ln
LONDON Rd
RIVER RIBBLE
Railway Station
Not to scale
One-way street
Traffic lights
A6 (M6)
Bamber Bridge
Manchester
A675
Bolton

Head of Department

J. BAGOT, B.Sc., A.Inst.P.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF PHYSICS AND MATHEMATICS

Corporation Street, Preston, Lancs.
Telephone: Preston 51831–5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-seven members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, and nine members representative of industry and commerce.

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K. Bowker E
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G. R. Marr, M.Sc., A Inst.P.	P
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R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
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A. Murray	M
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K. Nicholson	A
R. J. Nicolle, T D. M.I.M.I.	
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.	M
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B. G. Palfrey, B.A.	S
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A. G. Parker, M.Sc.	M
H. C Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
F. K. Pearson, A.M.I.M I.	M
L. Penrice, A.R.C.A.	A
A. D. Powell, F.R.S.A.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B., A.I.Struct.E.	B
L. J. Pulford, A.R.San.I.	B
G. T. Ramsden	M
K. Red ouse, A.I.O.B., M.R.S.H.	B
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P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
Miss S. P. Simmons	BA
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D. Swift, B.A.	S
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Mrs. J. M. Thompson, N.D.D., Des.R.C.A.	A
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K. Walker	M
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F. Walmsley	E
T. D. Walshaw, D.L.C.(Eng. Hons), B.Sc.(Eng.), M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
J. B. Wignall, B.A.	P
K. E. Wilder	M
R. Wood, A.M.I.Mech.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

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E. D. Hardman (Finance and Accounts)

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Miss E. Stobbart

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Miss J. Longley
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Mrs. C. Taylor
Miss J S. Webster

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R. Holmes (Assistant Engineer)
E. Davis (Assistant Engineer)

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R. Fletcher
J. Greenhalgh
W. R Jones
W. Pullen
L. Sharples
K. Wharton

Nightwatchmen:

T. Lane
R. Smith

Avenham Premises:

J. Crane (Caretaker)
C. C. H. Farrer (Assistant Caretaker)

CALENDAR

1964

Thursday	10th September	General Staff Meeting, 10.30 a.m.
Monday	14th September	Enrolment, first day
Tuesday	15th September	Enrolment, second day
Wednesday	16th September	Enrolment, last day
Monday	21st September	All day and evening classes commence for Autumn term
Friday	18th December	All departments close for Christmas after evening classes

1965

Monday	4th January	All classes re-open for Spring term
Tuesday	16th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	9th April	All departments close for Easter after evening classes
Monday	26th April	All classes re-open for Summer term
Friday	4th June	All departments close for Whitsuntide after evening classes
Monday	14th June	All classes re-open
Friday	2nd July	All classes close: end of session
Friday	9th July	End of term: submission of reports

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Enrolment dates:	Enrolment times (each day):
Monday, 14th September, 1964	**10.0 a.m. to 12.30 p.m.**
Tuesday, 15th September, 1964	**1.30 p.m. to 4.30 p.m.**
Wednesday, 16th September, 1964	**5.30 p.m. to 8.30 p.m.**

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

A Block

College Office and enquiries

B Block

School of Art (B9 and B10)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48 and B49)
Language and Social Studies Department (B52)

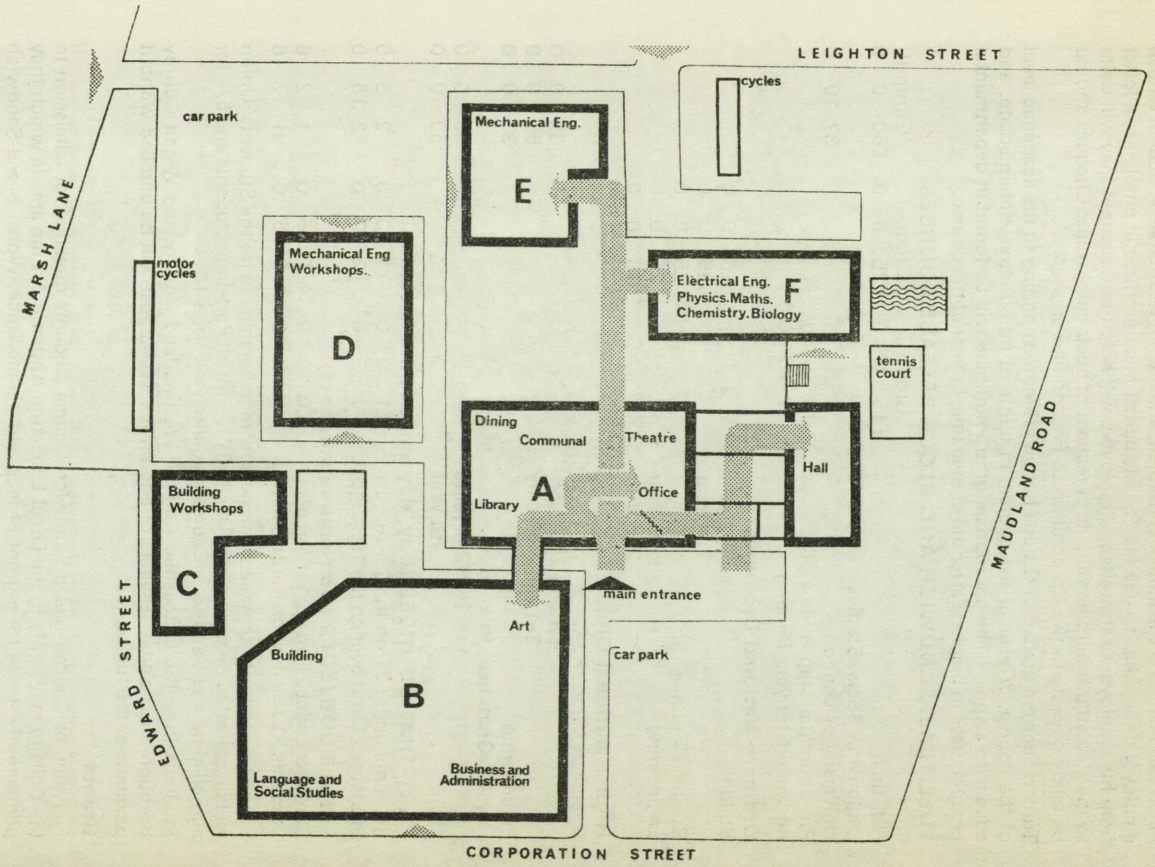
E Block

Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block

Chemistry and Biology Department (F35 and F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
Mechanical Eng.
E
MARSH LANE
motor cycles
Mechanical Eng Workshops..
D
Electrical Eng. Physics. Maths. Chemistry. Biology
F
tennis court
Dining
Communal
Theatre
Hall
Building Workshops
C
Library
A
Office
main entrance
Art
Building
B
car park
EDWARD STREET
Language and Social Studies
Business and Administration
MAUDLAND ROAD
CORPORATION STREET

FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Employers will help the College if they will write to the Registrar before enrolment in respect of such employees. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded in Groups I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate group numbers will be found in departmental prospectuses in brackets after the course title, or year of the course.

FULL-TIME, SANDWICH AND BLOCK RELEASE COURSES

	Group I	Group II	Group III
Full-time	£15 0 0	£25 0 0	£50 0 0
Diploma in Social Studies of the University of London			37 10 0
Pre-apprenticeship Building	10 0 0		
Integrated 1st year Printing	12 10 0		
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Business Studies		25 0 0	
Engineering 1st year		25 0 0	
2nd year		18 0 0	
Higher National Diplomas:			
Chemistry/Grad. R.I C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st, 2nd, 3rd years			33 0 0
4th year			50 0 0
PART-TIME COURSES (Day, day and evening, evening)			
Students under 21 on the 1st August	£1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS (Non-course students)			
Students under 21 on the 1st August	£0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

In addition to the tuition fee a compulsory membership fee for the Students' Union will be collected on enrolment. The fee is 1/– for all Part-time students and 5/– for all Full-time and Sandwich Course students (see page 16).

Students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Grants

Full-time or College-based Sandwich Course students qualified for admission to the College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable Suspended or excluded students automatically lose membership of the Student's Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will be notified of the absence of their employees, and will receive copies of students' sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid at the time of entry.

Students will not be informed individually of the last dates of entry, but these will be published on departmental notice boards together with timetables of examinations. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	18th December, 1964
Union of Lancashire and Cheshire Institutes series A	21st January, 1965
General Certificate of Education papers	12th February, 1965
Union of Lancashire and Cheshire Institutes series B and C	5th February, 1965
Assessed papers for National Certificate courses, including endorsements	5th February, 1965
City and Guilds of London Institute	19th February, 1965
Royal Society of Arts Summer series	7th May, 1965

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £2 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 5/- per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two or three-year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following:—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he has thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges.

At the request of the students the Harris Council has agreed that all students enrolled shall automatically become members of the Students' Union, and the Council has authorised the College Registrar to collect the compulsory membership fee from each student at enrolment.

The fee is 5/- for full-time students, 1/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies.

Officers of the Students' Union:

President :	Mr. R. Pearson.
Vice-President :	Mr. R. D. Johnson
Secretary:	Mr. F. Pearson.
Student Treasurer:	Mr. A. M. H. Cook.
Hon. Treasurer:	Mr. D. P. Marples.

Dances and other major social events are regularly arranged in the College and in the town. A new Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides new and improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides new administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

A new and unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Fk.	Fishwick County Secondary School
Ty	Trinity County Secondary School
D.M.S.	P.O. Engineers Offices and Stores, Deepdale Mill Street
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A.
G. W Smith

Librarian Assistants: Miss J. A. Clarkson
Miss C. M. Rogers

The College Library which is available to all students for reference purposes, has at present a stock of some 11,000 books, together witn several thousand bound volumes of periodicals. 320 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturer in Physical Education: D. P. Marples, D.C.C.

Part-time staff:

Miss E. Bowman
A. Crowther
J. Gridley, A.G.A.
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley, A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Badminton
Basket ball
Canoeing and sailing
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc. (in the Isle of Skye).

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged in vacation periods.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 1/– will be payable.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1964.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF PHYSICS AND MATHEMATICS

Telephone – Preston 51831–5 Ext 7

Head of Department

J. Bagot, B.Sc., A.Inst.P.

FULL-TIME STAFF

Senior Lecturer in Mathematics

W. Woodcock, B.Sc.

Senior Lecturers in Physics

J. M. Taylor, B.Sc.
G. R. Marr, M.Sc., A.Inst.P.

Lecturers in Physics

F. R. Dean, M.Sc., A.Inst.P., A.T.I.
D. O. Hughes, B.Sc.

Lecturers in Mathematics

J. Ashworth, M.Sc.Tech., A.M.C.T., A.T.I., F.C.S.
G. J. Blackledge, B.Sc.
J. D. Rimmer, B.Sc.
J. S. Moorman, B.Sc.

Assistant Lecturers

Miss M. Evison, B.Sc.
J. S. Fisher, B.Sc.
R. Hodgkinson, B.Sc.
A. R. Howells, B.Sc., Grad.Inst.P.
F. Richardson, B.Sc., A.R.C.S., Grad.Inst.P.
W. Watson, B.Sc.(Eng.)
J. B. Wignall, B.A.

PART-TIME STAFF

D. W. Addison, B.Sc.
J. Ashton, B.Sc.
R. Barlow
K. A. Bridgett, B.Sc.
C. P. Brightling, B.Sc.
J. V. Bromiley, B.Sc., A.Inst.P.
K. Burgin, B.Sc., D.C., Ae.S.
K. Burrell, B.Sc.
W. A. Crookes, B.Sc.
H. Duckworth, A.M.I.E.E.
D. R. Evans
A. B. Farley Hills, B.A.

E. S. Greening, B.Sc.
C. Harling, B.Sc.
R. C. Harris, B.Sc.
T. K. Harrison, B.Sc., F.S.S.
T. Herrod, B.Sc.
N. D. Holdsworth, B.Sc.
W. H. Huckle, A.M.I.C.E.
G. Littlewood, B.Sc
J. B. Maw, B.Sc., A.M.I.Mech.E., A.F.R.Ae.S.
A. J. Meadowcroft, A.M.I.E.E.
E. Norcross, B.Sc., A.Inst.P.
G. C. Parker
J. F. Pearson, B Sc.
H. Phillips, G.R.Ae.S.
K. Pinder, B.Sc.
R. Price, B.Sc.Tech.
B. S. H. Rarity, Ph.D., M.A.
B. Ridehalgh, B.Sc., G.R.Ae.S.
D. E. Shaw, B.Sc.
R. J. Simpson, B.Sc.
G. Slattery, Ph.D., M.Sc., A.Inst.P
R. Thompson, B.Sc.Eng.
J. G. Walker, B.Sc.
T. H. Wareing, A.R.I.C.
R. Wrigley, Grad.Inst.P.
R. N. Yeadon

Chief Laboratory Steward

G. F. Turner

Laboratory Steward

E. Tyrrell

Laboratory Steward Assistants

D. J. Ward
Miss J. S. Killick

Photographic Steward

S. Hayes

LIST OF COURSES

Full-Time and Sandwich

	page
Graduateship of the Institute of Physics	204
Higher National Diploma in Applied Physics	204
General Certificate of Education (Advanced Level)	206

Part-Time Day

Diploma in Mathematics (Technology)	207
Higher National Certificate in Applied Physics	207
General Certificate in Education (Advanced Level)	210
Ordinary National Certificate in Applied Physics	208
Ordinary National Certificate in Applied Physics (Instrumentation)	208
Photography: Preliminary and Intermediate I.B.P., Intermediate and Final C.G.L.I.	210

Evening

Statistics: Registered Statistical Assistant, Intermediate and Final examinations of the Association of Incorporated Statisticians.	211
Diploma in Mathematics (Technology)	212
Diploma in Mathematics	212
Advanced Instrumentation and Control	215
Analogue Computing	215
Electronics	214
X-Rays	215
High Vacuum Technology	214
General Certificate of Education (Advanced Level)	213
Ordinary National Certificate in Applied Physics	213

Special Short Courses

Recent Advances in Physics	214
Radiation Protection	214
Statistical Treatment of Observations	214
Laboratory Arts	214

SANDWICH COURSE

GRADUATESHIP OF THE INSTITUTE OF PHYSICS

This course is of four years duration leading to the final professional examination of the Institute of Physics.

In each of the first three years, students will spend alternate periods in industry and in full-time study at the College, as follows:

College—October to April

Industry—April to October

Arrangements for the industrial training periods will be made by the College.

The fourth year of the course will consist of nine months full-time study at the College.

Examinations and Awards

At the end of the third year students will qualify by success in an internal examination for the award of a Higher National Diploma in Applied Physics. This award will enable the student to claim exemption from Part 1 of the Graduateship examination of the Institute of Physics.

At the end of the fourth year students will present themselves for the Part 2 Graduate examination which is equivalent to a good honours degree in Applied Physics.

Conditions of Entry

Students wishing to enter this course should either

(a) have obtained a good pass in the Ordinary National Certificate in Applied Physics and preferably have passed the Ordinary level of the General Certificate of Education in English Language,

or

(b) have passed the General Certificate of Education at Advanced level in Physics, have studied Mathematics to the same level, and have passed the Ordinary level in English Language and two other subjects.

For further details and application forms, intending students should apply to the Head of Department.

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
F32	M	9.00–10.00	Mathematics	J. S. Moorman	P1
F32		10.00–11.00	Private Study		P2
F32		11.00–12.15	Electronics	J. M. Taylor	P3
F11		1.45–4.15	Laboratory Workshop	R. Greenhalgh	P4
F27		4.15–5.30	Physics	A. R. Howells	P5

Room	Day	Time	Subject	Lecturer	Class No
F18	Tu.	9.00–11.15	Laboratory	J. M. Taylor	P6
F32		11.15–12.30	Physics	J. M. Taylor	P7
F32		2.00–3.00	Mathematics	J. S. Moorman	P8
F32		3.00–3.30	Private Study		P9
F18		3.30–5.30	Laboratory	D. O. Hughes	P10
F32	W	9.00–10.00	Mathematics	J. S. Moorman	P11
F32		10.00–11.00	Physics	D. O. Hughes	P12
F32		11.30–12.30	High Vacuum Technology	J. Bagot	P13
F32	Th.	9.00–10.15	High Vacuum Technology	J. Bagot	P14
F11		10.15–12.15	Engineering Drawing	J. E. Meadows	P15
F33		1.45–2.45	Liberal Studies	B. Palfrey	S209
F33		2.45–3.45	Electronics	J. M. Taylor	P17
F18		3.45–5.30	Laboratory	J. Bagot	P18
F27	F	9.00–10.00	Statistics and Computation	J. S. Moorman	P19
F27		10.00–11.15	Private Study		P20
F33		11.15–12.15	Liberal Studies		S175/189
F32		2.00–3.00	Chemistry Theory	S. Britland	C232
F46		3.00–5.00	Chemistry Practical	S. Britland	C233

2nd YEAR (III)

B12	M	9.00–10.00	Electronics	J. M. Taylor	P22
F32		10.00–11.00	Private Study		P23
F27		11.00–12 30	Computation and Statistics	W. Woodcock	P24
		1.45–4.45	Engineering	T D. Walshaw	P25
F32	Tu.	9.00–10.15	Physics Theory	D. O. Hughes	P26
F18		10.15–12 30	Physics Laboratory	D. O. Hughes	P27
F18		2.00–4.00	Physics Laboratory	G. R. Marr	P28
F32		4.00–5.00	Mathematics	W. Woodcock	P29
F27	W	9.00–10.00	Electronics	J. M. Taylor	P30
F27		10.00–11.30	Statistics	W. Woodcock	P31
F27		11 30–12.45	Physics Theory	D. O. Hughes	P32
F27	Th	9.00–10.15	Mathematics	W. Woodcock	P33
F32		10.15–12.30	Nuclear Physics	J. M. Taylor	P34
F26		1.45–2.45	Liberal Studies	D. Swift	S210
F26		2.45–3.45	X-Ray Technology	D. O. Hughes	P36
F11		3.45–5.30	Laboratory	J. M. Taylor	P37
F32	F	9.00–10.15	Physics Theory	G. R. Marr	P38
F32		10.15–11.15	Mathematics	W. Woodcock	P39
F33		11.15–12.15	Liberal Studies		S175/189
		1.45–3.45	Library and Tutorial	G. R. Marr	P41
F33		3.45–5.15	Physics Theory	G. R. Marr	P42

FULL-TIME COURSES

G.C.E. ADVANCED

The department combines with the Department of Chemistry and Biology to provide a two-year full-time course for the Advanced Level of the General Certificate of Education. Students who include Chemistry and/or Biology amongst their subjects will be enrolled by the Department of Chemistry and Biology and full details of classes and of qualifications for enrolment are to be found in that department's section of the Prospectus All students enrolling for Physics and/or Mathematics must consult the Head of the Department of Physics and Mathematics before completing their enrolment. They will normally be expected to have passed the G.C.E. (Ordinary) examination in Mathematics, Physics and English Language.

The Mathematics and Physics classes are enumerated below. The classes in Computation will present methods of solving problems numerically with practice in the use of desk hand calculating machines. Encouragement will be given to students who wish to present themselves for the G.C.E. at 'A' level in Mathematics and Computing of the Associated Examining Board.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F21	M	9.00–10.00	Theoretical Mechanics	J. B. Wignall	P43
F21		10.00–11.00	Physics Tutorial	D. O. Hughes	P44
F20		11.00–12.30	Physics Laboratory	M. Evison	P45
F32		2.00–3.00	Mathematics	J. S. Moorman	P46
F32		3.00–4.00	Physics	M. Evison	P47
F32		4.00–5.15	Theoretical Mechanics	J. B. Wignall	P48
F32	Tu.	10.15–11.15	Mathematics	J. S. Moorman	P49
F26		11.15–12.15	Theoretical Mechanics	J. B. Wignall	P50
F11	W	10.00–11.00	Mathematics	J. S. Moorman	P51
B41		11.15–12.15	English Usage	B. Palfrey	S131
F21		2.30–4.00	Physics Laboratory	D. O. Hughes	P52
F33		4.00–5.00	Physics	D. O. Hughes	P53
F26	Th.	9.00–10.00	Physics	M. Evison	P54
F26		10.00–11.00	Theoretical Mechanics	J. B. Wignall	P55
F26		11.00–12.00	Mathematics	J. S. Moorman	P56
F27		1.30–3 00	Computations	J. B. Wignall	P57
F20		3.00–5.00	Physics Laboratory	M. Evison	P58
		1.45–2.45	Liberal Studies		S193/197
F11	F	2.45–4.15	Electronics	A. R. Howells	P59

2nd YEAR (II)

F27	M	9.00–11.00	Computations	J. D. Rimmer	P60
F26		11.00–12.15	Mathematics	J. D. Rimmer	P61
F21		1.45–3.00	Theoretical Mechanics	W. Woodcock	P62
F33		3.00–4.00	Physics	D. O. Hughes	P63
F21		4.00–5.30	Physics Laboratory A	D. O. Hughes	P64
F20		4.00–5.30	Physics Laboratory B	M. Evison	P65

Room	Day	Time	Subject	Lecturer	Class No
F33	Tu.	9.00–10.00	Mathematics	J. D. Rimmer	P66
F27		10.00–11.15	Computations	J. D. Rimmer	P67
		2.45–3.45	English Usage	B. Palfrey	S208
F33	W	9.00–10.30	Physics	G. R. Marr	P68
F20		10.30–12.30	Physics Laboratory A	F. R. Dean	P69
F33		10.30–12.15	Physics Tutorial B	G. R. Marr	P70
F32		1.45–3.00	Mathematics	J. D. Rimmer	P71
F33	Th.	9.00–10.00	Physics	G. R. Marr	P72
F33		10.00–11.00	Theoretical Mechanics	W. Woodcock	P73
F33		11.00–12.30	Physics Tutorial A	G. R Marr	P74
F20		11 00–12.30	Physics Laboratory B	F. R Dean	P75
F32		2.00–3.00	Mathematics	T. D. Rimmer	P76
F32		3.00–4.00	Theoretical Mechanics	W. Woodcock	P77
F33		4 00–5.15	Electronics	A. R. Howells	P78
		1.45–2.45	Liberal Studies		S193/197
F32	F	3.00–4.15	Theoretical Mechanics	W. Woodcock	P79

PART-TIME COURSES

DIPLOMA IN MATHEMATICS (TECHNOLOGY)

This is a three-year course of study in preparation for the examinations of the Board of the Mathematical Association. The objective of the Diploma is to produce evidence of professional status for persons who do not hold a University Degree in Mathematics or a Diploma in Technology. The entrance requirement is a G.C.A. 'A' level pass in Mathematics, or a good Ordinary National Certificate, or an equivalent qualification.

DAY COURSE

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
B51	Th.	9.00–10.30	Mathematics 1	J. S. Moorman	P80
F27		10.30–12.30	Statistics		P81
B51		2.00–3 00	Mathematics 2	J. S. Moorman	P82
F27		3.00–5.00	Numerical Analysis	J. D. Rimmer	P83

HIGHER NATIONAL CERTIFICATE IN APPLIED PHYSICS

The normal entry to this two-year course is from the National Certificate course. The Higher National Certificate gives exemption from Part 1 of the Graduateship examination of the Institute of Physics provided that at least 60 per cent. of the total marks are obtained. The Applied Physics subjects include High Vacuum Technology, X-rays including Crystallography, Electronics with particular reference to temperature control and measurement and Nuclear Instrumentation.

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
F33	M	9.00–10.00	Physics Theory	G R. Marr	P84
F26		10.00–10.45	Physics Theory	G. R. Marr	P85
F18		10.45–12.30	Physics Practical	G. R. Marr	P86
F26		2.00–4.30	Mathematics	J. D. Rimmer	
F26		2.00–4.30	Mathematics	J. D. Rimmer	P87
F27/18		6.00–9.00	Applied Physics 1	A. J. Meadowcroft	P88
F21/18				G. Slattery	P89

2nd YEAR (III)

F26	M	9.00–10.00	Physics Theory		P90
F33		10.00–12.30	Mathematics	J. S. Moorman	P91
F33		2.00–3.00	Physics Theory	J. M. Taylor	P92
F18		3.00–4.45	Physics Practical	J. M. Taylor	P93
F32		6.00–9.00	Applied Physics 2	J. V. Bromiley	P94
F18					

ORDINARY NATIONAL CERTIFICATE IN APPLIED PHYSICS

This is at present a course of three years duration, but it will change to one of two years duration (O1 and O2) in September, 1965. Entry to this course will be either by passing the General Course which replaces the present First year, or by passes in Mathematics, Physics, Chemistry and English Language at the Ordinary Level of the G.C.E. Classes are provided for this purpose. There will be no First year classes provided this year, but the second and third years under the old regulations are given below.

The course is designed to give a thorough training in fundamental science for those engaged in research, control, or production processes whose work involves physical measurement or instrumentation. Training is given in the basic laboratory skills, in the elements of drawing, and the course includes the fundamentals of temperature measurement and control, and electronics particularly as applied to instrumentation along with introductory work in X-rays and High Vacuum technology which are treated more fully at the Advanced Level.

General Course (G.C.E. Ordinary Level) (I)

Group A

Room	Day	Time	Subject	Lecturer	Class No
B12	Th.	9.00–10.00	Chemistry Theory	B. A. Wolstenholme	C186
B15		10.00–11.15	Chemistry Practical	B. A. Wolstenholme	C187
B12		11.15–12.15	Chemistry Theory	B. A. Wolstenholme	C188
B12		1.45–3.15	Physics Theory and Tutorial	R. Hodgkinson	P95
B15		3.15–4.45	Physics Practical	R. Hodgkinson	P96
B12	M	6.30–9.00	Mathematics		P97
	T	6.30–9.00	English		

Group B

Room	Day	Time	Subject	Lecturer	Class No
F45	Th.	9.00–10.00	Chemistry Theory	S. Britland	C190
F42		10.00–11.15	Chemistry Practical	W. E. Laird	C191
F45		11.15–12.15	Chemistry Theory	A. Sherrington	F45
B15		1.45–3.15	Physics Practical	J. S. Fisher	P98
B12		3.15–4.45	Physics Theory and Tutorial	J. S. Fisher	B12
B12	M	6.30–9.00	Mathematics		P97
	T	6.30–9.00	English		

2nd YEAR (II)

Group A

F26	Tu.	9.00–10.30	Physics Theory	M. Evison	P100
F21		10.30–12.15	Physics Practical	M. Evison	P101
F26		1.45–4.15	Mathematics	F. Richardson	P102
B12		4.15–5.15	Tutorial	S. Britland	C183
F45	M				
F45	M	6.15–7.15	Chemistry Theory	G. Butters	C181
B15		7.15–9.15	Chemistry Practical	G. Butters	C182

Group B

B12	T	9.00–10.00	Chemistry Theory	M. R. Jones	C161
B15		10.00–12.15	Chemistry Practical	M. R. Jones	C162
F21		1.45–3.15	Physics Theory	J. S. Fisher	P103
F21		3.15–5.00	Physics Practical	J. S. Fisher	P104
F26	W	7.00–9.00	Mathematics	T. H. Wareing	P105

Group C

F21	W	9.00–10.30	Physics Theory	J. S. Fisher	P106
F21		10.30–12.15	Physics Practical	J. S. Fisher	P107
B12		2.00–3.00	Chemistry Theory	S. Britland	C163
B15		3.00–5.00	Chemistry Practical	S. Britland	C164
B12	Tu	7.00–9.00	Mathematics	C. Harling	P108

3rd YEAR (II)

F26	W	9.00–10.30	Physics Theory	M. Evison	P109
F18		10.30–12.15	Physics Practical	M. Evison	P110
F26		1.45–4.15	Mathematics	R. Hodgkinson	P111
F33		6.00–7.00	Applied Physics Theory	R. Hodgkinson	P112
F18		7.00–8.30	Applied Physics Practical	R. Hodgkinson	P113
F11	F	6.30–9.00	*Instrument Technology		P114

*Instrument Technology may be offered as an optional subject in the Ordinary National Certificate.

GENERAL CERTIFICATE OF EDUCATION (Advanced Level)

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F26	Tu.	9.00–10.30	Physics Theory	M. Evison	P100
F21		10.30–12.15	Physics Practical	M. Evison	P101
F26		1.45–4 45	Mathematics	F. Richardson	P102
B12	W	6.30–9.00	Theoretical Mechanics	C. P. Brightling	P168

2nd YEAR (II)

F27	Tu.	9.00–10.30	Physics Theory	F. R. Dean	P115
F20		10.30–12.15	Physics Tutorial and Practical	F. R. Dean	P116
F27		1.45–4.45	Mathematics	J. B. Wignall	P117
B12	W	6.30–9.00	Theoretical Mechanics	C. P. Brightling	P118

PHOTOGRAPHY

Institute of British Photographers

These courses which are jointly organised with the Art Department, are for practising photographers wishing to obtain a professional qualification. Entrants must have no fewer than five passes at 'O' level in the G C E, one of which must be in English Language, and on entering the Intermediate course must register as students with the I.B.P. The Preliminary Examination is taken in June of the first year, and the Intermediate Examination in June of the third year.

Preliminary (I)

Room	Day	Time	Subject	Lecturer	Class No
	W	9.00–12.15	Theory		P119
B5		1.45–4.45	Practical	A. H. Thompson	A202
B41	M	7.00–9.00	Theory		P120

Intermediate (II)

B5	W	9.00–12.15	Practical	A. H. Thompson	A203
		1.45–4.45	Theory		P121
B5	Tu.	7.00–9.00	Theory		P122

City and Guilds of London Institutes

These courses are for trainee photographic technicians wishing to obtain a recognised qualification. The Intermediate Examination is taken after two years, and the Final Examination after a further two years, of part-time study.

Intermediate (I)

Room	Day	Time	Subject	Lecturer	Class No
B5	T	9.15–12.15	Practical	A. H. Thompson	A205
		1.45–4.45	Theory		P123
F11	W	7.00–9.00	Theory		P124
Final (II)					
F21	Th.	9.15–12.15	Theory	D. O. Hughes	P125
B5		1.45–4.45	Practical	R. Whiteside	A208
		7.00–9.00	Theory		P126

EVENING COURSES

COURSES LEADING TO EXAMINATIONS OF THE ASSOCIATION OF INCORPORATED STATISTICIANS

Examination for Registered Statistical Assistant (II)

A one-year course is provided for this examination the syllabus for which comprises Elementary Statistical Methods. Industrial techniques, Computation and Presentation. The course is also eminently suitable for those who, whilst not requiring an examination qualification, require an introduction to the subject and to whom a knowledge of elementary statistics would be of value in their work.

Room	Day	Time	Subject	Lecturer	Class No
	W	6.30–9.00	Statistics		P127

Intermediate Examination (II)

A one-year course is provided for this examination.

F32	W	6.30–9.00	Statistics		P128

Final Examination of the Association of Incorporated Statisticians (III)

A two-year course is provided for this examination. Students would normally be expected to present themselves for Part A of the examination after the first year of the course and for Part B after the second year.

Part A					
F27	Tu.	6.15–7.45	Statistical Organisation		P129
F27		7.45–9 15	Statistical Theory		P130
Part B					
F32	Tu	6.15–7.45	Logical Background of Statistics		P131
F32		7.45–9.15	Applied and Industrial Statistics		P132

DIPLOMA IN MATHEMATICS (Technology)

This is a four-year course of study in preparation for the examinations of the Mathematical Association.

The entrance requirements is a G.C.E. Advanced Level pass in Mathematics, a good Ordinary National Certificate, or an equivalent qualification.

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
	W	6.30–8 00	Mathematics 1		P133
		8.00–9.30	Mathematics 2		P134

2nd YEAR (III)

F27	W	6.30–8.00	Statistics	J. D. Rimmer	P135
F27		8.00–9.30	Numerical Analysis	J. D. Rimmer	P136

DIPLOMA IN MATHEMATICS

This is a course of evening study in preparation for the examinations of the Board of the Mathematical Association. It is of particular interest to teachers of Mathematics and to those who are desirous of qualifying in this field. Before joining the first year of the course students would be expected to have studied Pure Mathematics to about the Advanced level of the General Certificate of Education. A preliminary course is provided for those who have not yet reached this level or who feel that they would profit by revision before commencing the Course proper.

Preliminary (II)

Room	Day	Time	Subject	Lecturer	Class No
	M	7.00–9.30	Mathematics		P137

1st YEAR (III)

F26	Tu.	6.15–9.15	Mathematics	J. S. Moorman	P138

2nd YEAR (III)

F26	M	6.15–9.15	Mathematics	K. Burrell	P139

Revision Period (September to November prior to Final Examination)

	M	6.30–8.30	Mathematics	J. S. Moorman	P140

GENERAL CERTIFICATE OF EDUCATION (Advanced Level)

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F45	M	7.15–9.15	Mathematics	N. D. Holdsworth	P137
F21	Tu.	7.00–8.00	Physics Theory	J. F. Pearson	P143
F21		8.00–9.30	Physical		
F21		8.00–9.30	Physics Practical	J. F. Pearson	P144
B12	W	7.00–9.30	Theoretical Mechanics	C. P. Brightling	P118

2nd YEAR (II)

F20	M	6.30–8.00	Physics Practical	F. R. Dean	P145
F33		8.00–9.30	Physics Theory	F. R. Dean	P146
B12	W	7.00–9.30	Theoretical Mechanics	C. P. Brightling	P118
F32	Th.	6.15–9.15	Mathematics	N. D. Holdsworth	P147

ORDINARY NATIONAL CERTIFICATE IN APPLIED PHYSICS

General Course (New Regulations) (I)

For conditions of entry into these courses please refer to the Part-Time Day Course.

Room	Day	Time	Subject	Lecturer	Class No
B12	M	6.30–9.00	Mathematics		P97
	Tu.	6.30–9.00	English Language		
B15	W	7.00–8.15	Physics	R Wrigley	P148
B15		8.15–9.30	Physics Practical	R. Wrigley	P149
	Th.	6.15–7.15	Chemistry Theory	G. W. Clarke	C213
B15		7.15–8.30	Chemistry Practical	G. W. Clarke	C214
		8.30–9.30	Chemistry Theory	G. W. Clarke	C215
F37	F	6.15–9.30	Biology	B. Barnes	C189

2nd YEAR (Old Regulations) (II)

F21	Tu.	7.00–8.00	Physics Theory	J. F. Pearson	P143
F21		8.00–9.30	Physics Practical	J. F. Pearson	P144
B12	Th.	7.00–9.00	Mathematics	B. S. H. Rarity	P150
F45	M	6.15–7.15	Chemistry Theory	G. Butters	C205
B15		7.15–9.15	Chemistry Practical	G. Butters	C206
F11	M	7.00–9.00	Workshop Practice	D. R. Evans	P151

3rd YEAR (Old Regulations) (II)

F33	M	6.30–8.00	Physics Theory	K. Pinder	P152
F20		8.00–9.30	Physics Practical	K. Pinder	P153
F33	W	6.00–7.00	Applied Physics Theory	R. Hodgkinson	P112
F18		7.00–8.30	Applied Physics Practical	R. Hodgkinson	P113
F27	Th.	6.45–9.15	Mathematics	E. S. Greening	P154

SPECIAL COURSES

1 RECENT ADVANCES IN PHYSICS

A course of six lectures will be delivered during the Easter term covering recent advances in Physics such as the optical maser, the electron microscope, nuclear spin resonance, semi-conductors, nuclear power and computers.

2 RADIATION PROTECTION

A one-day course of lectures designed as an introduction to radiation protection for those whose work requires a knowledge of the regulations governing the use of radioactive substances in schools, technical colleges and industry.

3 STATISTICAL TREATMENT OF OBSERVATIONS

A course of six lectures covering the statistical theory underlying the treatment of experimental observations. These lectures should be of particular interest to teachers of science in secondary schools. Monday evenings starting October 12th.

4 A COURSE IN LABORATORY ARTS

This course provides the opportunity for training in the basic arts required for laboratory maintenance, including glassworking, electronic circuitry and chassis construction, and simple metalwork. Opportunity will be given for the making of simple pieces of equipment. It is intended for laboratory technicians serving in secondary school and other laboratories.

Monday evenings 7-00 to 9.00 p.m. Room F11.

COURSES IN APPLIED PHYSICS

Courses in the following aspects of Applied Physics are at present available in the department. They may be taken as endorsements to existing Higher National Certificates in Applied Physics or as single subjects for those engaged in the appropriate technologies. Normally students are expected to have reached the standard of G.C.E. Advanced level in Physics and Mathematics. Additional subjects are in the course of preparation.

1 Electronics (III)

Room	Day	Time	Subject	Lecturer	Class No
F32/18	M	6.00–9.00	Electronics. Theory and Practical	J. V. Bromiley	P94

2 High Vacuum Technology (Alternate weeks) (III)

F27/18	M	6.00–9.00	High Vacuum Technology Theory and Practical	A. J. Meadowcroft	P88

3 X-Ray Technology (Radiography and Crystallography) (Alternate weeks) (III)

Room	Day	Time	Subject	Lecturer	Class No
F27/18	M	6.00–9 00	X-ray Technology Theory and Practical	G. Slately	P89

4 Instrument Technology (Ordinary Level) (II)

F11	F	6.30–9.00	Instrument Technology		P114

5 Advanced Instrumentation and Control (III)

This course is primarily designed for those who have already completed the Ordinary Certificate in Applied Physics for Instrumentation, or who have taken and completed the above course at Ordinary Level. It may be used as an Applied subject for the Higher National Certificate in Applied Physics for Instrumentation.

F11	Th.	6.30–9.30	Advanced Instrumentation Theory and Practical		P360

6 Analogue Computers (III)

This course is designed for students who already possess a Higher National Diploma or other equivalent qualification and wish to extend their studies into the field of computing. The fundamental theory underlying the use of the analogue computer and typical problems which can be solved by its use. Students may wish to take the City and Guilds of London Institute examination (300/17) in this subject.

F11	Th.	6.30–9.30	Analogue Computers	H. Duckworth	P361

Head of School

T. METCALFE, A.R.C.A.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

SCHOOL OF ART

Corporation Street, Preston, Lancs.
Telephone: Preston 51831–5

Head of School

T. METCALFE, A.R.C.A.

THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

SCHOOL OF ART

Corporation Street, Preston, Lancs.

Telephone: Preston 57831–5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme, and a later amendment to it, the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-eight members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, nine members representative of industry and commerce, and one member representative of the Universities.

THE HARRIS COUNCIL

President: ALDERMAN W. BECKETT, O.B.E., J.P.
(The Right Worshipful the Mayor of Preston)

Vice-President: COUNCILLOR J. HARGREAVES

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F. D. Crowe, B.Sc. (Eng.)., A.F.R.Ae.S.
C. M. Hey, B.Sc.Tech., A.T.I.
R. A. Hornby, F.C.A.
T. M. Naylor, M.Sc., A.M.I.Mech.E.
P. D. Oakley, B.Sc., F.R.I.C.
Alderman J. W. Taylor, J.P., F.C.I.S.
J. W. Walker
A. D. White, B.Sc., A.R.I.C.

Clerk to the Council:

W. R. TUSON, B.Sc., Chief Education Officer, Municipal Building, Preston, Lancs.

RESEARCH COUNCIL

Several departments of the College are actively engaged in research projects, and to assist in the promotion of research the Harris Council has established a Research Fund, appoints Research Assistants and Research Technicians, and has appointed a sub-committee (known as the RESEARCH COUNCIL) to give active support and consideration to research activities. The Research Council is composed as follows—

Chairman: The President of the Harris Council: Alderman W. Beckett, O.B.E., J.P.

Members: The Vice-President of the Harris Council: Councillor J. Hargreaves.
Professor E. R. Dobbs, University of Lancaster.
Dr. E. G. Edwards, Principal, Bradford Institute of Technology.
J. Jones, A.M.I.Mech.E.
Professor J. Lewis, University of Manchester.
P. D. Oakley, B.Sc., F.R.I.C., Member of the Harris Council
A. D. White, B.Sc., A.R.I.C., Member of the Harris Council, and Senior Training Officer, U.K.A.E.A., Risley.
Dr. H. Wilkinson, Principal of the Harris College.
Dr. S. Skidmore, Vice-Principal of the Harris College.

ADVISORY BOARDS

The Harris Council is in the process of establishing Advisory Boards for each department of the College. The function of Advisory Boards is to advise the Harris Council, through the College Principal, on professional and technical matters pertaining to the work of the Department in such a way as to further the educational aims of the Department both regionally and nationally. The College Principal, Vice-Principal and the Head of Department are *ex-officio* members, as also is the Clerk to the Harris Council and the Chief Education Officer of the Lancashire County Authority.

Advisory Board for Chemistry, Biology and Metallurgy

Chairman: Professor J. C. Bevington, Department of Chemistry, University of Lancaster.

Members: L. R. Bays, A.R.I.C., P.A.I.W.E., Chemist and Bacteriologist, Fylde Water Board.
G. Browne, F.R.I.C., Chief Chemist, H.M. Chemical Inspectorate, Chorley.
Dr. V. G. Cove, Works Manager, Mond Division, I.C.I. Ltd., Thornton.
A. N. Edmondson, F.R.I.C., F.T.I., Chief Chemist, Birtwistle and Leigh Ltd., Preston.
Professor K. M. Entwistle, Manchester College of Science and Technology.
Professor W. E. Kershaw, Department of Parisitology and Entomology, University of Liverpool.
Professor J. Lewis, University of Manchester.
Dr. A. A. Miller, Group Pathologist, Preston and Chorley Hospital Management Committee.
P. D. Oakley, B.Sc., F.R.I.C.

Advisory Board for Mechanical, Civil and Production Engineering

Chairman: F. D. Crowe, B.Sc. (Eng.), A.F.R.Ae.S., Director and Chief Engineer, British Aircraft Corporation.

Members: Dr. N. G. Calvert, Department of Fluid Mechanics, University of Liverpool.

I. T. Clowes, A.M.I.Prod.E., I.M.C.T., Chief Machine Tool Designer, English Electric Co. Ltd.

P. E. F. Crewdson, Director, Gilbert Gilkes and Gordon, Kendal.

R. Crook, Preston District Secretary, A.E.U.

J. Drake, C.B.E., B.Sc., M.I.C.E., M.I.Mun.E., P.P.Inst.H.E., Lancashire County Surveyor and Bridgemaster.

Professor J. Loxham, College of Aeronautics, Cranfield.

T. E. Tindall, B.A., Training Manager, Leyland Motors Ltd.

LIAISON WITH INDUSTRY AND COMMERCE

The Department of Education and Science and the Ministry of Technology, in collaboration with Local Education Authorities, have set up a limited number of Industrial Liaison Centres throughout the country, based on technical colleges. The Harris College is to become a centre as soon as an Industrial Liaison Officer is appointed.

The functions of the Industrial Liaison Officer will be to make and maintain contact with local industry and commerce in order to promote an appreciation of technical innovation and to encourage the maximum use of technical and educational advisory services nationally available, including those of the College. He will provide practical assistance to industry in the framing of their technical enquiries, and in seeking out the best sources of information and directing enquirers to them.

The Industrial Liaison Officer will welcome enquiries from large or small organisations in connection with their technical or management problems.

Enquiries concerning College courses should be addressed to the Principal, not to the Industrial Liaison Officer.

TEACHING STAFF

Principal: H. WILKINSON, M.Sc.Tech., Ph.D., A.Inst.P.

Vice-Principal: S. SKIDMORE, B.Sc., Ph.D.(Lond.), F.R.I.C.

Full-time Lecturers

R. N. Abbot, B.Sc., G.I.E.E. E
R. Abrahams B
G. Allen, M.A. (Cantab.) S
R. Anderson, B.A. S
A. Arnison, L.I.O.B., F.B.I.C.C., M.R.S.H. B
J. Ashworth, M.Sc.Tech., A.M.C.T. A.T.I., F.C.S. P
J. A. Askew, M.Sc., Dip.Tech.(Eng.), G.I.E.E. E
J Bagot, B.Sc., A.Inst.P. P
J. W. Bailey, D.F.A. (Lond.) A
Mrs. E. J. G. Bairsto, B.A., F.R.G.S. BA
J. A. Barker, B.Sc. M
D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
G. J. Blackledge, B.Sc. P
S. Blake, B.A., Ph.D. C
A. Boom, Dip.Ed. S
H. Bowden, B.A. S
T. H. Bower, A.B.I.C.C., A.R.S.H. B
K. Bowker E
J. Braddock M
J. Brennand M
J. Briscoe, B.Sc., A.M.I.Mech.E. M
S. Britland, B.Sc. C
G. A. Brooke, B.Sc. P
J. A. Burton, A.M.I.Prod.E., A.M.I.Mech.E. M
N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E. M
D. Byford, B.A., Dip.Ed. S
S. R. Cardwell, A.I.A.S., A.I.O.B. B
G. S. Catterall, A.M.I.Prod.E. M
Mrs. B. D. Cave, F.S.C.T., A.F.T.Com. BA
D. M. Clapp, B.Sc., Ph.D., A.M.I.C.E., A.M.I.Mech.E. M
G. W. Cobham, B.Com., M.Sc.(Econ.), L.C.P., F.C.I.S., A.M.B.I.M. BA
A. G. Cottom, A.C.W.A. BA
T. H. Cowperthwaite E
T. H. Crisp, M.I.B.S.M. B
J. Cross, A.B.I.C.C. B
F. R. Dean, M.Sc., A.Inst.P., A.T.I. P
A. Dickson M
A. Diggles W
J. Ditchfield, F.I.B.D. A
J. Donnelly, B.Sc. C
F. H. Downham E
H. Duckworth, A.M.I.E.E. E
R. Duddle, G.I.E.E. E
S. L. Duxbury, B.Sc. M
L. J. Eccles M
R. T. Egerton, B.Sc. P
S. E. Egerton, G.I.E.R.E. E
H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol. C
W. E. Evison, B.Sc., Ph.D. BA
J. S. Fisher, B.Sc. P
P. J. Gaule, B.Comm.(Dublin) BA
Miss R. H. Gibbins, B.Sc. S
D. M. Glen A
S. Good, A.R.C.A. A
R. Greenhalgh M
E. S. Greening, B.Sc., A.F.R.Ae.S. P
F. W. Grimshaw, M.I.E.D., A.M.I.Mech.E. M
C. P. R. Gunstone M
S. Hales M
R. O. Hall, B.Sc.Tech., A.M.C.T., A.M.I.E.E. E
Mrs. B. J. Harrison G
Miss P. Harrison, A.T.D. A
H. Hartley, B.Sc.(Eng.), A.M.I.E.E. E
R. Hatton, A.M.I.Mech.E. M
Mrs. S. C. Heywood, S
K. D. Hicks, A.R.C.A. A
R. Hodkinson, B.Sc. P
R. H. Hodson, S.T.A.C., F.I.A.L. S
S. Hogg, M.I.Ptg.M. A
G. F. Hollingworth A
A. R. Howells, B.Sc., Grad.Inst.P. P
R. J. Hudson, B.Sc.(Econ.), A.C.C.A. BA
T. A. Hulton, A.M.I.M.I. M
W. S. Hunter, A.I.O.B. B
D. A. Jenkins, M.Sc., A.R.I.C. C
W. B. Jepson, B.Sc., Ph.D. C
D. Q. King, M.A. A
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
Miss G. M. Lea, B.A. S
A. Lewis, G.I.E.E. E
J. Lindley B

S. B. Lucas, B.Sc.	P
I. J. Lund	M
D. McKenzie, B.Sc.	M
J. M. McMaster	S
J. McRory	M
D. Maddox	S
M. J. Manning, B.Sc.(Eng.), A.F.R.Ae.S.	M
D. J. Marks, B.Sc., Ph.D.	C
D. P. Marples	G
G. R. Marr, M.Sc., A.Inst.P.	P
B. Marshall, A.M.I.E.E.	E
R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T.D., M.I.M.I.	M
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E., A.M.I.E.I.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
J. Paris, M.A., B.Litt.(Oxon.)	A
A. G. Parker, M.Sc.	M
H. C. Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
Miss I. Parsonage, A.C.I.S.	BA
F. K. Pearson, A.M.I.M.I	M
L. Penrice, A.R.C.A.	A
A. D. Powell, Cert.R.A.S.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B.	B
L. J. Pulford, M.R.S.H., M.R.P.A.	B
G. T. Ramsden	M
K. Redhouse, A.I.O.B., M.R.S.H.	B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S.	P
Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
H. Roberts, Dipl.Ing., A.M.I.Mech.E.	M
C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
E. Schofield, B.A.(Com.), A.C.I.S.	BA
P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
R. J. Simpson, B.Sc.	E
N. T. Slater, B.Sc., A.M.I.E.E.	E
Mrs. T. M. Stableford	BA
D. Swift, B.A.	S
J. H. Taylor, B.Sc., Ph.D.	C
J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
J. Tirrell, Dip. Tech.	M
J. R. Topping, B.Sc.(Econ.), A.C.C.S., F.R.G.S.	BA
J. Unsworth, B.Sc.	P
J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H., M.R.P.A.	B
F. Walmsley, A.M.A.S.E.E., A.M.I.T.E.	E
T. D. Walshaw, D.L.C.(Eng.), B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
F. Whelan	M
J. B. Wignall, B.A.	P
K. E. Wilder	M
J. Wilson, M.A., G.I.E.E.	E
R. Wood, A.M.I.Mech.E., A.M.I.Prod.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A., A.C.C.S.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

Vacancy (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Miss M. A. Coop
Mrs. B. M. Crook
Miss M. A. Hoskinson
Miss D. Howarth
Mrs. M. J. Maddock
Miss C. M. Massey
Miss E. Shillito
Miss J. H. Slee
Mrs. C. Taylor
Miss J. S. Webster
Mrs. T. H. Holland

Telephonists:

Mrs. P. B. Bamford
Mrs. B. Kerry

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

E. Davis (Assistant Engineer)
R. Holmes (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
V. S. Baron
M. Fergus
R. Fletcher
H. Mee
W. Pullen
K. Wharton

Groundsman:

G. Cowell

Nightwatchmen:

S. Bitcon
F. S. Miller

Avenham Premises:

J. Crane (Caretaker)

CALENDAR

1965–66 SESSION

1965

Thursday	9th September	General Staff Meeting, 10-30 a.m.
Monday	13th September	Enrolment, first day
Tuesday	14th September	Enrolment, second day
Wednesday	15th September	Enrolment, last day
Monday	20th September	All day and evening classes commence for the Autumn term
Friday	17th December	All departments close for Christmas after evening classes

1966

Monday	3rd January	All classes re-open for the Spring term.
Tuesday	15th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	1st April	All departments close for Easter after evening classes
Monday	18th April	All classes re-open for the Summer term
Friday	27th May	All departments close for Whitsuntide after evening classes
Monday	6th June	All classes re-open
Friday	1st July	All classes close: end of session
Friday	8th July	End of term: submission of reports

1966-67 SESSION

1966

Thursday	15th September	Staff Meeting
Monday	19th September	Enrolment, first day
Tuesday	20th September	Enrolment, second day
Wednesday	21st September	Enrolment, last day
Monday	26th September	Classes commence

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Students will be enrolled between the times:

10.0 a.m. to 12.30 p.m.
1.30 p.m. to 4-30 p.m.
5-30 p.m. to 8-30 p.m.

on the following days:

Monday, 13th September, 1965
Tuesday, 14th September, 1965
Wednesday, 15th September, 1965

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

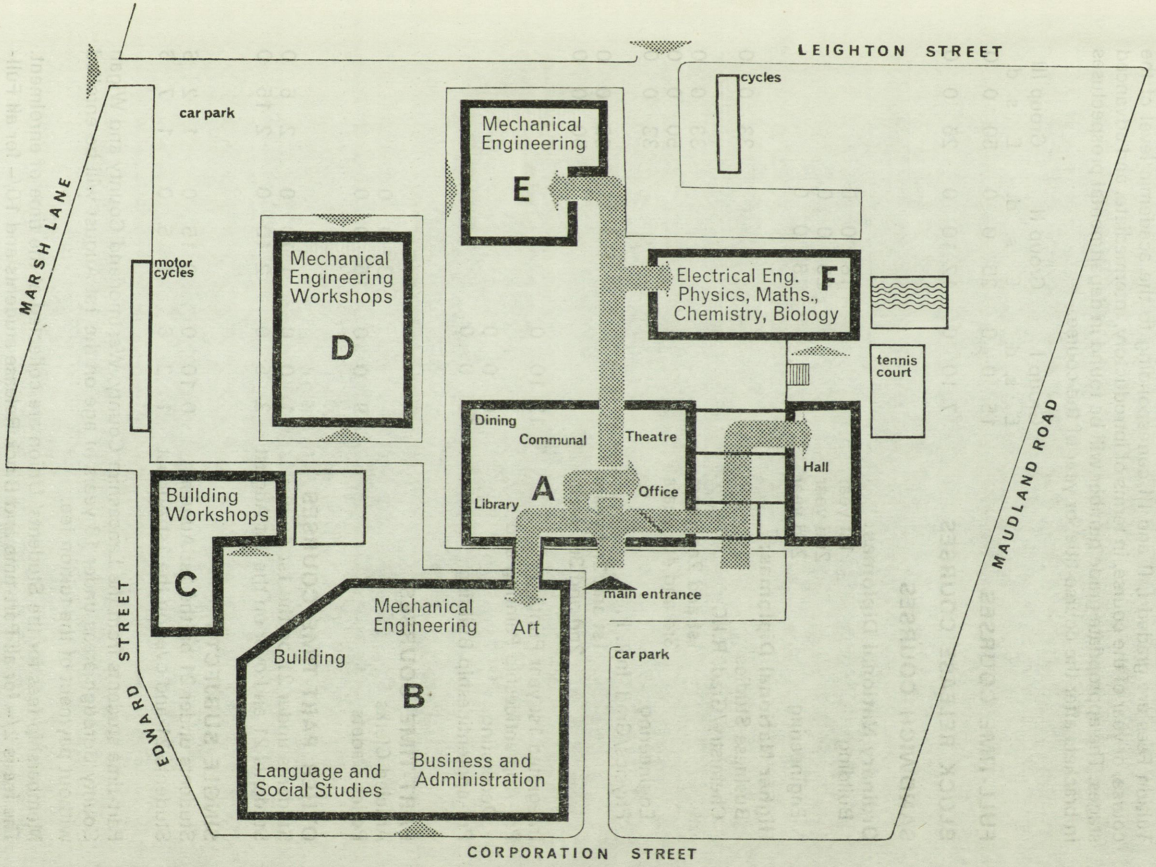
A Block
College Office and enquiries

B Block
School of Art (B7 and B8)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48, B49 and B50)
Language and Social Studies Department (B52 and B55)

E Block
Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block
Chemistry and Biology Department (F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
MARSH LANE
Mechanical Engineering
E
motor cycles
Mechanical Engineering Workshops
D
Electrical Eng. Physics, Maths., Chemistry, Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
MAUDLAND ROAD
EDWARD STREET
Mechanical Engineering
Art
Building
B
car park
Language and Social Studies
Business and Administration
CORPORATION STREET

TUITION FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate grade number will be found in departmental prospectuses in brackets after the course title, or year of the course.

	Group I	Group II	Group III
	£ s. d.	£ s. d.	£ s. d.
FULL-TIME COURSES	15 0 0	25 0 0	50 0 0
BLOCK RELEASE COURSES	7 10 0	12 10 0	25 0 0
SANDWICH COURSES			
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Engineering 2nd year		18 0 0	
Higher National Diplomas:			
Business Studies			33 0 0
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st and 2nd years			33 0 0
2nd and 3rd years			50 0 0
Integrated 1st year Printing	12 10 0		
Pre-Apprenticeship Painting and Decorating	10 0 0		
Pre-apprenticeship Building	10 0 0		
PART-TIME COURSES			
Articled Clerks		3 0 0	
Police Cadets	9 0 0	15 0 0	
OTHER PART-TIME COURSES			
Students under 21 on the 1st August	1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS			
Students under 21 on the 1st August	0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

Part-time students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Membership fees for the Students' Union are collected at the time of enrolment. The fee is 2/– for all Part-time and Block Release students and 10/– for all Full-time and Sandwich Course students (see page xvi).

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable. Suspended or excluded students automatically lose membership of the Students' Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will after the fourth week of session be notified of the absence of their employees, and will receive copies of students sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments, including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should:—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid by the student at the time of entry: accounts cannot be sent to employers.

Students will not be informed individually of the last dates of entry or of timetables of examinations, but these will be published on departmental notice boards. The last dates of entry for the undermentioned examinations are:—

Assessed papers for National Diploma courses, including endorsements	16th December, 1965
Union of Lancashire and Cheshire Institutes, series A	22nd January, 1966
Assessed papers for National Certificate courses, including endorsements	4th February, 1966
General Certificate of Education papers (N.U.J.M.B.)	11th February, 1966
Union of Lancashire and Cheshire Institutes, series B and C	18th February, 1966
City and Guilds of London Institute	23rd February, 1966
Royal Society of Arts, Summer series	6th May, 1966

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £3 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 7s. 6d. per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted. In the event of a Joint Committee agreeing to the re-examination of a student in a subject, the student will be required to pay the full cost of the re-examination, or to share the cost proportionately should more than one student be involved in the same re-examination.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

GRANTS

Full-time or College-based Sandwich Course students qualified for admission to he College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following :—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he has thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges. It is affiliated to the National Union of Students.

The membership fee is 10/- for full-time students, 2/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies. A Student Union Handbook, issued free to members, describes the activities of the Union.

Officers of the Students' Union:

President:	Mr. R. D. Johnson
Vice-President:	Mr. G. Nickson
Secretary:	Mr. D. Broadbent
Student Treasurer:	Mr. J. F. Stackhouse
Hon. Treasurerr	Mr. D. Swift

Dances and other major social events are regularly arranged in the College and in the town. A Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

An unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Ty.	Trinity County Secondary School
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A., A.L.A.
G. W. Smith, A.L.A.

Librarian Assistants: Mrs. C. A. Blackledge
Miss J. A. Clarkson (on secondment)
Miss C. M. Rogers

The College Library, which is available to all students for reference purposes, has at present a stock of some 14,000 books, together with several thousand bound volumes of periodicals. 350 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags in the racks provided at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturers: D. P. Marples, Dip.P.E., Carnegie College (on secondment)
J. Gridley, A.G.A.
Mrs. B. J. Harrison, Dip.P.E., Dartford Colleg .

Part-time staff:

A. Crowther
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Athletics
Badminton
Basket ball
Canoeing and sailing
Cricket
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Volley ball
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc.

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 2/- will be collected.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1965.

Further details may be obtained from the Lecturer in Physical Education.

SCHOOL OF ART

Telephone – Corporation Street, Preston 51831–Ext 23
Avenham Annexe, Preston 53093

Head of School of Art
T. Metcalfe, A.R.C.A.

FULL-TIME STAFF

Senior Lecturers

J. W. Bailey, D.F.A. (London)
J. Paris, M.A., B.Litt. (Oxon.)
L. Penrice, A.R.C.A.

Lecturers

D. F. Bates, A.R.C A.
D. Glen
Miss P. Harrison, A.T.D.
K. Hicks, A.R.C.A.
S. Hogg. M.I.Ptg.M.
G. F. Hollingworth
D. Q. King, M.A. (Pittsburgh)

Assistant Lecturers

J. Ditchfield, F.I.B.D.
S. Good, A.R.C.A
K. Nicholson
A. E. Parkinson
A. D. Powell, Cert.R.A.S.,
A. H. Thompson, A.R.C.A.
Mrs. J. Thompson, Des.R.C.A.
Vacancy

PART-TIME STAFF

A. Currell
Mrs. L. Derbyshire, A.T.D.
R. Flitcroft
B. Foster
B. W. Heap, D.A.(Manc.), A.T.D.
C. Hogarth
J. R. Kimberley
J. MacDonald
Mrs. S. Platt
Mrs. M. Penrice, A.R.C.A.
P. Peacock
Miss J. Ray
D. Roberts
S. Satin, A.T.D.
J. Southworth
Mrs. M. G. Stockdale, Des.R.C.A.
A. Temple, A.T.D.
Miss E. Travis, A.T.D.
N. Tudor Thomas
R. Whiteside, F.R.S.A.

Studio Technicians

D. H. Roberts

Studio Assistants

K. Mackenzie
Vacancy

LIST OF COURSES

Full-time	page
National Diploma in Design	25
Post H.N.D./H.N.C. Course in Industrial Design	26
Pre-Licentiateship and Pre-Diploma Courses	26
Specialist Designers' Course	31
Integrated First Year Printing Course	33
Pre-Apprenticeship Painting and Decorating Course	33
Part-time Day	
General Publicity Design	34
Painting, Decorating and Signwriting	34
Photography	35
Printing	36
Window Display	37
General Certificate of Education	37
Evening Only	
Painting, Decorating and Signwriting	38
General Certificate of Education	38
Non-professional courses in Drawing and Painting	39
Non-professional courses in Jewellery and Silversmithing	39
Courses in Pottery	39

FULL-TIME COURSES

NATIONAL DIPLOMA IN DESIGN (Painting with Lithography)

This four-year course of specialised study for intending teachers, designers and artists leading to the National Diploma in Design will discontinue in 1967. Students who have taken the 1st year of the course may enrol for the final year, taking the examination in 1966. An ultimate examination will be held in 1967, reserved for students who have been unsuccessful in 1966

NATIONAL DIPLOMA IN DESIGN (Painting with Lithography)

2nd YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
Av.2	M	9.00–12.15	Drawing and Painting	A. Powell	A1
Av.2		1.45–4.30	Drawing and Painting	A. Powell	A2
Av. Th.B.		5.00–6-pp	History	Mr. Byford	
Av. Th.M.	Tu.	9-00–10-00	Related Studies	J. Paris	A4
Av.2		10.00–12.15	Drawing and Painting	A. Powell	A5
Av.2		1.45–4.30	Drawing and Painting	A. Powell	A6
Av.2		5.00–6.00	Drawing and Painting	A. Powell	A7
Th. Main		7.00–9.00	Music, Drama and and Debate	J. Paris R. H. Hodson	A8
Av.2	W	9.00–12.15	Drawing and Painting	A. Powell	A9
Av.2		1.45–4.30	Drawing and Painting	A. Powell	A10
Av. Th.M.		5.00–6.00	History of Art	J. Paris	A11
H.T.R.	Th.	9.00–10.00	Tutorial	J. Paris	A12
B3		10.15–12.15	Printmaking	T. Currell	A13
B3		1.45–4.30	Printmaking	T. Currell	A14
B3		5.00–6.00	Printmaking	T. Currell	A15
	F	9.00–11.00	Library Studies	S. Good	A16
		11.15–12.15	Opinion and Studies		S393/406
B3		1.45–4.30	Printmaking	T. Currell	A17
B3		5.00–6.00	Printmaking Theory	T. Currell	A18

POST H.N.D./H.N.C. COURSE IN INDUSTRIAL DESIGN (III)

This course provides a training in Industrial Design for qualified engineers working in the medium and heavy engineering sectors of the industry. It is planned to enable young engineering draughtsmen to equip themselves to take responsibility for design in small and medium sized firms, or to join the design team in larger organisations. Emphasis is laid on the design of items for the industrial consumer market to be produced by quantity or mass production methods, and visual aspects of design will be considered integrally with functional, production and economic problems.

Room	Day	Time	Subject	Lecturer	Class No
Av.7	M	9.00–12.15	Basic 3D Design		A19
		1.45–5.00	Engineering Design		
Av.7	Tu.	9.00–12.15	Basic 3D Design	J. Bailey	A20
		1.45–5.00	Engineering Production and Methods	N. A. Butterworth	
Av.7	W	9.00–12.15	Basic 3D Design	J. Bailey	A21
		1.45–5.00	Engineering Technology		
Av.7	Th.	9.00–12.15	Basic 3D Design	J. Bailey	A22
		1.45–4.30	Basic 3D Design	J. R. Kimberley	A23
		5.00–6.00	Basic 3D Design	J. R. Kimberley	A24
Av.Th.	F	9.00–10.00	Design Apprenticeship	L. Penrice	A25
H. & R.		10.00–11.00	Tutorial	L. Penrice	A312
		11.00–12.15	Liberal Studies		5393/406
Av.9		1.45–4.30	Basic 2D Design	J. Bailey	A31
Av.9		5.00–6.00	Basic 2D Design	J. Bailey	A32

PRE-LICENTIATESHIP AND DIPLOMA COURSES

The Licentiateship of the Society of Industrial Artists and Designers (L.S.I.A.) is an advanced professional qualification for those who intend to enter industry as commercial, industrial, fashion or interior designers. The Diploma in Art and Design is broadly equivalent to the first degree of a British University, and is the recognised qualification for those intending to become specialist Art teachers.

Students wishing to obtain either of the above qualifications, in preparation for careers as designers or as teachers of art, follow a common foundational course for the first two years, after which application may be made for admission to an advanced course, either at this College (for courses leading to the L.S.I.A.) or at one of the colleges offering courses leading to the Dip.A.D.

A proportion of students are encouraged to enter industry as trainee designers at the end of the two year foundational course, and only those of above average ability are awarded places on advanced courses.

Three passes at 'O' level in the G.C.E. are normally required for entry to foundational courses, but the Head of the School reserves the right to waive this requirement in the case of exceptionally talented applicants.

An additional advanced course in 3 Dimensional studies will be offered in 1966 or 1967.

Note—Students applying for entry to the Dip.A.D. courses must have obtained five passes at 'O' level in the G.C.E. (or an equivalent in terms of 'O' and 'A' levels), must be 18 years of age in October of the year of entry, and must have satisfactorily completed a recognised Pre-Diploma (foundational) course.

FOUNDATIONAL COURSES

FASHION

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.10	M	9.00–12.15	Basic Design	E. Travis	A33
Av.10		1-40–3.15			
Av.10		1.40–3.15	Basic Design	E. Travis	A34
Av. Th.A.		3.30–4.30	English	J. Paris	A35
Av. Th.A.		5.00–6.00	History of Art	J. Paris	A36
B37	Tu.	9.00–12.15	Dress Design	J. Thompson	A37
B37		1.45–4.30	Dress Design	J. Thompson	A38
B37		5.00–6.00	Deportment		A39
B37	W	9.00–10.00	History of Costume	M. Stockdale	A40
B37		10.00–12.15	Dress Design	M. Stockdale	A41
B37		1.45–4.45	Dress Design	M. Stockdale	A42
Hall		5.00–6.00	Physical Recreation		G12
B36	Th.	9.00–12.15	Dress Design	M. Stockdale	A43
B37		1.45–3.15	Tutorial	M. Stockdale	A44
B37		3.30–4.30	Business Studies		A45
B37		5.00–6.00	Methods of Production	J. Thompson	A46
B39	F	9.00–12.15	Textile Design	E. Travis	A47
B39		1.45–4.30	Textile Design	E. Travis	A48
B39		5.00–6.00	Textile Design	E. Travis	A49

Textile Theory will be organised on a block basis

2nd YEAR (II)

B37	M	9.00–12.15	Dress Design	M. Stockdale	A50
B37		1.45–4.30	Dress Design	M. Stockdale	A51
		5.00–6.00	Visiting Lecturer		A52
Hall	Tu.	9.00–10.00	Physical Recreation		G7
B39		10.15–12.15	Textile Design	E. Travis	A53
B39		1.45–4.30	Textile Design	E. Travis	A54
		5.00–6.00	Tutorial	T. Metcalfe	A55
B39	W	9.00–11.00	Methods of Production	J. Thompson	A56
		11.15–12.15	Business Studies		
Av.10		1.45–4.30	Drawing	S. Good	A57
Av.10		5.00–6.00	Drawing	S. Good	A58
B37	Th.	9.00–12.15	Dress Design	J. Thompson	A59
Av. Th.M.		1.45–3.15	History of Costume	J. Thompson	A60
Av. Th.M.		3.30–4.30	History of Art	J. Paris	A61
Av. Th.M.		5.00–6.00	English	J. Paris	A62
B37	F	9.00–12.15	Dress Design	J. Thompson	A63
		1.45–2.45	Optional Liberal Studies		S414/429
B34		2.45–4.30	Dress Design	J. Thompson	A64
B37		5.00–6.00	Dress Design	J. Thompson	A65

Textile theory will be organised on a block basis

FINE ART

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.12	M	9.00–12.15	Objective Study		A66
Av.12		1.45–4.30	Objective Study		A67
Av. Th.M.		5.00–6.00	Library Study	S. Sartin	A68
Av.12	Tu.	9.00–11.00	Objective Study		A69
Av.Th.	Tu.	11.15–12.15	History of Art	R. H. Hodson	
Av.12		1.45–4.30	Objective Study		A70
Av.Th.		5.00–6.00	Related Studies		
Th.		7.00–9.00	Music, Drama,	J. Paris	A8
Main			Debate	R. H. Hodson	
Av.5	W	9.00–12.30	Basic Studies	P. Peacock	A71
Av.5		1.45–4.30	Basic Studies	P. Peacock	A72
H.T.R.		5.00–6.00	Tutorial	D. Q. King	
Av.9	Th.	9.00–12.15	Basic Studies	P. Harrison	A73
Av.9		1.45–4.30	Basic Studies	P. Harrison	A74
Av.5		5.00–6.00	Tutorial	D. Q. King	A75
B3	F	9.00–12.15	Printmaking	T. Currell	A76
		1.45–2.45	Optional Studies		S414/429
Hall		3.30–4.30	Physical Recreation		G23
Av.Th.		5.00–6.00	Methods of Painting	D. Bates	A77

2nd YEAR (II)

Group A

Av.9	M	9.00–12.15	Basic Studies	P. Harrison	A78
Av.Th.		1.45–2.45	Related Studies	J Paris	A79
Av.9		3.00–4.30	Basic Studies	P. Harrison	A80
Av.9		5.00–6.00	Basic Studies	P. Harrison	A81
Av.9	Tu.	9.00–12.15	Basic Studies	P. Harrison	A82
Av.9		1.45–3.15	Basic Studies	P. Harrison	A83
Av.Th.		3.30–4.30	History of Art	J. Paris	A84
A.Th.		5.00–6.00	Library Studies	J. Paris	A85
Th.		7.00–9.00	Music, Drama and	J. Paris	A8
Main			Debate	R. H. Hodson	
Av.Th.	W	9.00–10.00	Tutorial	J. Paris	A86
B3		10.15–12.15	Printmaking	T. Currell	A87
B3		1.45–4.30	Printmaking	T. Currell	A88
B3		5.00–6.00	Printmaking	T. Currell	A89
A5	Th.	9 00–12.15	Basic Studies		A90
A5		1.45–4.30	Basic Studies		A91
A9		5.00–6.00	Tutorial	P. Harrison	A92
A5	F	9.00–12.15	Basic		A93
		1.45–2.45	Optional Studies		S414/429
		3.30–4.30	Physical Recreation		G23
		5.00–6.00	Methods of Painting	D. Bates	A77

Group B

Room	Day	Time	Subject	Lecturer	Class No
A11	M	9.00–12.15	Objective Study	D. Bates	A94
Av.Th.		1.45–2.45	Selected Studies	S. Sartin	A95
Av.11		3.00–4.30	Objective Study	D. Bates	A96
Av.11		5.00–6.00	Objective Study	D. Bates	A97
Av.11	Tu.	9.00–12.15	Objective Study	D. Bates	A98
Av.11		1.15–3.15	Objective Study	D. Bates	A99
Av.Th.		3.30–4.30	History of Art	S. Sartin	A100
Av.Th.		5.00–6.00	Library Studies	S. Sartin	A101
Th.		7.00–9.00	Music, Drama and	J. Paris	A8
Main			Debate	R. H. Hodson	
Av.Th.	W	9.00–10.00	Tutorial	S. Sartin	A102
Av.11		10.15–12.15	Objective Study		A103
Av.11		1.45–4.30	Objective Study		104A
Av.11		5.00–6.00	Objective Study		A105
Av.11	Th.	9.00–12.15	Objective Study	D. Bates	A106
Av.11		1.45–4.30	Objective Study	D. Bates	A107
Av.11		5.00–6.00	Tutorial	D. Bates	A108
Av.11	F	9.00–12.15	Objective Study	D. Bates	A109
		1.45–2.45	Optional Studies		S414/429
		3.30–4.30	Physical Recreation		G23
		5.00–6.00	Methods of Painting	D. Bates	A77

GENERAL GRAPHIC AND PUBLICITY DESIGN

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.1	M	9.00–12.15	Drawing	M. Penrice	A110
B5		1.45–4.30	Photography	A. H. Thompson	A111
B40		5.00–6.00	Advertising		
Av.Th.	Tu.	9.00–10.00	Methods of Production	L. Penrice	A113
Av.4/5		10.00–12.15	3D Design	D. Q. King	A114
Av.4/5		1.45–4.30	3D Design	D. Q. King	A115
B5		5.00–6.00	Photography	A. H. Thompson	A116
B65	W	9.00–10.00	English	G. Allen	S320
H.T.R.	W	10.15–11.15	Tutorial	J. Paris	A117
Av. Th.M.		11.15–12.15	Art History	J. Paris	A118
Av.12		1.45–4.30	Drawing	M. Penrice	A119
B40		5.00–6.00	Typographic methods	D. Glen	A120
B8	Th.	9.00–12.15	Typography	D. Glen	A121
B8		1.45–3.15	Design	G. F. Hollingworth	A122
Hall		3.30–4.30	Physical Recreation		G17
B40		5.00–6.00	Design Appreciation	D. Glen	A123
B8	F	9.00–12.15	Design	G. F. Hollingworth	A124
B8		1.45–4.30	Design	G. F. Hollingworth	A125
B8		5.00–6.00	Techniques	G. F. Hollingworth	A126

2nd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B40	M	9.00–10.00	Methods of Production	G. H. Hollingworth	A127
B8		10.00–12.15	Design	G. F. Hollingworth	A128
B8		1.45–4.30	Design	G. F. Hollingworth	A129
Hall		5.00–6.00	Physical Recreation		G5
B8	Tu.	9.00–12.15	Design	G. F. Hollingworth	A130
Av. Th.B.		1.45–2.45	English		
Av. Th.M.		2.45–4.30	History of Art	R. H. Hodson	A132
Av.Th.		5.00–6.00	Techniques	D. Glen	A133
Av.12	W	9.00–12.15	Drawing	M. Penrice	A134
B8		1.45–4.30	Typography	D. Glen	A135
B1		5.00–6.00	Printing Methods	S. Hogg	A136
B9	Th.	9.00–12.15	Design Appreciation	K. Hicks	A137
B9		1.45–4.30	Illustration	L. Penrice	A138
B8		5.00–6.00	Advertising		A139
Av.12	F	9.00–12.15	Drawing	M. Penrice	A140
B5		1.45–4.30	Photography	A. H. Thompson	A141
B5		5.00–6.00	Photography	A. H. Thompson	A142

THREE DIMENSIONAL DESIGN

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B7	M	9.00–12.15	Perspective	A. Temple	A143
Av. Th.A.		1.45–3.15	Art History and Tutorial	R. H. Hodson	A144
Av. Th.B.		3.30–4.30	English		
Av.Th.		5.00–6.00	History of Interior Decoration	R. H. Hodson	A145
Av.10	Tu.	9.00–12.15	Basic Design		A146
Av.10		1.45–4.30	Basic Design		A147
Av.10		5.00–6.00	Basic Design		A148
Av.3	W	9.00–12.15	Basic Design	D. Q. King	A149
Av.3		1.45–4.30	Basic Design	D. Q. King	A150
Av.Th.		5.00–6.00	Design Appreciation	K. Hicks	A151
B7	Th.	9.00–12.15	Perspective	A. Temple	A152
B11		1.45–3.15	Paint Technology		A153
B11		3.30–4.30	Costing and Estimating		
B7		5.00–6.00	Science of Colour	L. Penrice	A154
B5	F	9.00–12.15	Photography	A. H. Thompson	A155
Hall		1.45–2.45	Physical Recreation		G22
Av.12		3.30–4.30	Drawing	A. D. Powell	A156
Av.12		5.00–6.00	Drawing	A. D. Powell	A157

2nd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
Av. Th.A.	M	9.00–10.00	History of Art	R. H. Hodson	A158
Av. Th.B.		10.00–11.00	English	S. Sartin	
Av. Th.A.		11.15–12.15	History of Interior Design	R. H. Hodson	A159
B7		1.45–3.15	Building Construction		
B7		3.30–4.30	Drawing	T. Metcalfe	A160
B7		5.00–6.00	Drawing	T. Metcalfe	A161
Av.3	Tu.	9.00–12.15	Display	J. Southworth	A162
Av.3		1.45–4.30	Display	J. Southworth	A163
Av.Th.		5.00–6.00	Theory of Display	J. Southworth	A164
B5	W	9.00–12.15	Photography	A. H. Thompson	A165
B7		1.45–4.30	Design	A. Temple	A166
B7		5.00–6.00	Tutorial	T. Metcalfe	A167
B40	Th.	9.00–12.30	Paint Technology		A168
B40		10.45–12.15	Costing and Estimating		
B7		1.45–4.30	Design	A. Temple	A169
		5.00–6.00	Science of Colour	L. Penrice	A170
B7	F	9.00–12.15	Design	A. Temple	A171
		1.45–2.45	Liberal Studies		S414/429
B7		2.45–4.30	Design	A. Temple	A172
B7		5.00–6.00	Colour Theory	A. Temple	A173

SPECIALIST DESIGNERS' COURSES

Fhese courses are available to students who have satisfactorily completed a Toundational Course at the Harris College, or a similar course in a College or School of Art, and are aged 18-plus on the 1st October on the year of entry. They lead to the Licentiateship of the Society of Industrial Artists and Designers (see page 26).

FASHION

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
B37	M	9.00–12.15	Dress Design	M. Stockdale	A50
B37		1.45–4.30	Dress Design	M. Stockdale	A51
		5.00–6.00	Visiting Lecturer		A52
B39	Tu.	10.15–12.15	Textile Design	E. Travis	A53
B39		1.45–4.30	Textile Design	E. Travis	A54
		5.00–6.00	Tutorial	T. Metcalfe	A55
Th. Main		7.00–9.00	Music Drama and Debate	J. Paris R. H. Hodson	A8

Room	Day	Time	Subject	Lecturer	Class No
B39	W	9 00–12.15	Methods of Production	J. Thompson	A56
Av.10		1.45–4.30	Drawing	S. Good	A57
Av.10		5.00–6.00	Drawing	S. Good	A58
B37	Th.	9.00–12.15	Dress Design	J. Thompson	A59
Av. Th.M.		1.45–3.15	History of Costume	J. Thompson	A60
Av. Th.M.		3.30–4.30	History of Art	J. Paris	A61
Av. Th.M.		5.00–6.00	English	J. Paris	A62
B37	F	9.00–11.00	Dress Design	J. Thompson	A63
		11.15–12.15	Liberal Studies		S393/406
B37		1.45–4.30	Dress Design	J. Thompson	A64
B37		5.00–6.00	Dress Design	J. Thompson	A65

GENERAL GRAPHIC AND PUBLICITY DESIGN

1st and 2nd YEARS (III)

Room	Day	Time	Subject	Lecturer	Class No
B9	M	9.00–12.15	Illustration	L. Penrice	A174
B9		1.45–4.30	Illustration	L. Penrice	A175
B9		5.00–6.00	Typographic Methods	D. Glen	A176
B5	Tu.	9.00–12.15	Photography	A. H. Thompson	A177
B9		9.00–12.15	Design	K. Hicks	A178
B5		1.45–4.30	Photography	A. H. Thompson	A179
B9		1.45–4.30	Design	K. Hicks	A180
B40		5.00–6.00	Methods (Printing)	S. Hogg	A181
B9	W	9.00–12.15	Design	K. Hicks	A182
Av. Th.B.		1.45–2.45	English		
Av. Th.M.		3.30–4.30	History of Art	R. H. Hodson	A183
		5.00–6.00	Advertising		A184
B5	Th.	9.00–12.15	Photography	R. Whiteside	A185
B36		1.45–4.30	Drawing	T. Metcalfe	A186
B9		5.00–6.00	Methods of Production	G. F. Hollingworth	A187
B9	F	9.00–11.15	Design	K. Hicks	A188
		11.15–12.15	Liberal Studies		A393/406
B9		1.45–4.30	Design	K. Hicks	A189
B9		5.00–6.00	Tutorial	T. Metcalfe	A190

INTEGRATED 1st YEAR PRINTING COURSE (I) (30 weeks)

A full-time course of training for 1st year Printing Apprentices who have been sponsored by their employers. Students take the 1st year Compositors and Letterpress Machine Work examination of the U.L.C.I., and proceed to part-time day courses in the 2nd and subsequent years of apprenticeship.

Room	Day	Time	Subject	Lecturer	Class No
B8	M	9.00–10.00	Arithmetic		A191
B5		10.00–12.15	Photography	A. H. Thompson	A192
		1.45–2.45	English		
B1		3.00–5.00	Practical Composing	S. Hogg	A193
B2		9.00–12.15	Practical (Machine)	E. Parkinson	A194
B40		1.45–2.45	General Theory	E. Parkinson	A195
B40		2.45–3.45	Applied Science	S. Hogg	A196
Hall		4.00–5.00	Physical Recreation		G25
B40	W	9.00–10.00	Applied Science	S. Hogg	A197
B40		10.00–11.00	Arithmetic		A198
B1		11.15–12.15	English	Mrs. Heywood	S330
B2		1.45–5.00	Lithography/Book-Binding		A199
B1	Th.	9.00–12.15	Practical Composing		A200
B1		1 45–2.45	Design Appreciation	D. Glen	A201
B1		2.45–5.00	Design	D. Glen	A202
B40	F	9.00–10.00	English		
B40		10.00–11.00	History of Art	R. H. Hodson	
B2		11.15–12.15	Colour	A. E. Parkinson	A203
B40		1.45–2.45	General Studies	R. H. Hodson	
B40		2.45–3.45	General Theory	S. Hogg	A204
B1		4.00–5.00	Tutorial	S. Hogg	A205

PRE-APPRENTICESHIP PAINTING AND DECORATING COURSE (I)

A two-term, full-time course of training for boys wishing to enter the Painting and Decorating or Sign-writing trades. Boys will enter full-time employment at Easter, and will then follow 1st year, part-time day courses.

Room	Day	Time	Subject	Lecturer	Class No
B13/14	M	9.00–12.15	Workshop	J. Ditchfield	A206
B11		1.45–5.00	Design	K. Nicholson	A207
B40	Tu.	9.00–10.30	Technology		A208
Hall		1.45–2.45	Physical Recreation		G26
B7		3.00–5.00	Drawing	A. Temple	
B11	W	9.00–11.00	Technology		A210
B11		11.15–12.15	English and General Studies	E. Moor	S331
B13/14		1.45–5.00	Workshop		A211
B11	Th.	9.00–12.15	Design	K. Nicholson	A212
B13/14		1.45–5.00	Workshop	J. Ditchfield	A213
B11	F	9.00–10.00	Design Appreciation	R. H. Hodson	
B11		10.00–11.00	Arithmetic		A214
B11		11.00–12.15	Geometry		A215
B13/14		1.45–5.00	Workshop		A216

PART-TIME DAY COURSES

Courses in Architecture, Plastering and in Vehicle Painting and Industrial Finishing have been discontinued, but the Head of School will be glad to answer enquiries with regard to the availability of courses at other Colleges.

GENERAL PUBLICITY DESIGN

Stage 1 (I)

This course follows the U.L.C.I. syllabus for Advertisement Design, and involves drawing and design for reproduction, lettering, process reproduction and methods. It is a four-year course in two stages of two years each.

Room	Day	Time	Subject	Lecturer	Class No
B9	Tu.	6.00–7.30	Methods of Production	G. F. Hollingworth	A217
B9		7.30–9.00	Typography	G. F. Hollingworth	A218
B36	W	9.00–12.15	Drawing	M. Penrice	A134
B8		1.45–4.30	Design	D. Glen	A135
B8		5.00–6.00	Typography	D. Glen	A120
Stage II (I)					
A1	M	9.00–12.15	Drawing	M. Penrice	A110
B8		1.45–4.30	Design	G. F. Hollingworth	A129
B40		5.00–6.00	Advertising		
B9	Tu.	6.00–7.30	Methods of Production	G. F. Hollingworth	A217
B9	Tu.	7.30–9.00	Typography	G. F. Hollingworth	A218

PAINTING, DECORATING AND SIGNWRITING

This is a five-year course of vocational training leading to the C.G.L.I. final examinations in Decorative Painting. The examinations of the U.L.C.I. will be taken in the 1st, 2nd and 4th years of the course, the C.G.L.I. Basic Craft Certificate in the 3rd year, and the C.G.L.I. Final examination in the 5th.

1st YEAR

Group A (I)

Room	Day	Time	Subject	Lecturer	Class No
B11	M	9.00–11.00	Technology		A219
B11		11.15–12.15	Drawing		A220
B13		1.45–5.00	Workshop	J. Ditchfield	A221
B11		6.00–7.00	English	W. Westby	S286
B11	W	7.00–9.00	Design	A. Temple	A222
Group B (I)					
B8	Tu.	7.00–9.00	Design	K. Nicholson	A223
B13	F	9.00–12.15	Workshop		A224
B11		1.45–3.45	Technology		A225
B11		4.00–5.00	Drawing		A226
B11		6.00–7.00	English	Mrs. Heywood	S444

2nd YEAR

Group A (I)

Room	Day	Time	Subject	Lecturer	Class No
B11	M	7.00–9.00	Design	K. Nicholson	A227
B13/14	Tu.	9.00–12.15	Workshop	J. Ditchfield	A228
B11		1.45–3.45	Drawing	K. Nicholson	A229
B11		4.00–5.00 6.00–7.00	Technology	J. Ditchfield	A230

Group B (I)

B11	Tu.	9.00–11.00	Design	K. Nicholson	A231
B11		11.15–12.15	Drawing	K. Nicholson	A232
B13/14		1.45–5.00	Workshop		A233
B7		6.00–7.00	Drawing		A234
B11	Th.	7.00–9.00	Technology		A235

3rd YEAR (I)

B8	M	7.00–9.00	Technology		A236
B13/14		9.00–12.15	Workshop		A237
B11		1.45–5.00	Design	K. Nicholson	A238
B11		6.00–7.00	Drawing	K. Nicholson	A239

4th and 5th YEARS (II)

	Tu.	7.00–9.00	Technology (S4)		A240
B8	W	7.00–9.00	Technology (S5)		A241
B13/14	Th.	9.00–12.15	Workshop	J. Ditchfield	A242
B39		1.45–5.00	Design	K. Nicholson	A243
B39		6.00–7.00	Drawing	K. Nicholson	A244

CITY AND GUILDS OF LONDON INSTITUTE

COURSES IN PHOTOGRAPHY

These courses are for Trainee Photographic technicians wishing to obtain a recognised qualification. The Intermediate examination is taken after 2 years, and the final examination after a further 2 years, of part-time study.

INTERMEDIATE (I)

Room	Day	Time	Subject	Lecturer	Class No
	W	9.00–12.15	Theory	D. Roberts	
		1.45–5.00	Practical	A. H. Thompson	A245
		7.00–9.00	Theory	D. Roberts	

FINAL (II)

	Th.	9.15–12.15	Theory		
B5		1.45–4.45	Practical	R. Whiteside	A246
		7.00–9.00	Theory		

PRINTING COURSES

This is a three-year course of training for trade apprentices, leading to the C.G.L.I. examinations in Compositors Work and Letterpress Machine Work. The appropriate U.L.C.I. examinations are taken in the 1st and 2nd years, and students must satisfactorily complete each year of the course before proceeding to the following year. Students who have satisfactorily completed the 1st year Integrated course proceed directly to the 2nd year of these part-time day courses.

The final two-year course in Compositors work leads to the C.G.L.I. Final Certificate

COMPOSITORS' AND LETTERPRESS MACHINE WORK

1st YEAR

Room	Day	Time	Subject	Lecturer	Class No
B1/2	M	9.00–11.00	Practical	E. Parkinson	A247
B40		11.15–12.15	General Theory	E. Parkinson	A248
B39		1.45–3.15	Design Lettering and Colour	D. Glen	A249
B40		3.30–5.00	Arithmetic and Applied Science		A250
B40		6.00–8.00	English	Mr. Knowles	S287

COMPOSITORS' WORK

2nd YEAR (I)

B1	Tu.	9.00–11.00	Practical Work	S. Hogg	A251
B40		11.15–12.15	Composing Theory	S. Hogg	A252
B1		1.45–3.45	Typographic Design	D. Glen	A253
B40		4.00–5.00	General Theory	E. Parkinson	A254
B40		6.00–7.00	English	Mr. Armstrong	S310
B40		7.00–8.00	Calculations		A256

3rd YEAR (I)

B1	W	9.00–11.00	Typographic Design	D. Glen	A257
B40		11.15–12.15	Composing Theory		A258
B1		1.45–3.45	Practical Work	S. Hogg	A259
B40		4.00–5.00	Applied Science		A260
B40		6.00–7.00	General Theory	E. Parkinson	A261
B40		7.00–8.00	English	Mr. Reddy	S350

4th YEAR (II)

B1	F	9.00–11.00	Practical	S. Hogg	A271
B40		11.15–12.15	Compositors Work Theory	S. Hogg	A272
B1		1.45–3.45	Design	D. Glen	A273
B40		4.00–5.00	General Theory	E. Parkinson	A274
B40		6.00–8.00	Applied Science		A275

LETTERPRESS MACHINE WORK

2nd YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B2	Th.	9.00–12.15	Practical	E. Parkinson	A262
B40		1.45–2.45	General Theory	E. Parkinson	A263
B40		2.45–3.45	Machine Theory	E. Parkinson	A264
B40		4.00–5.00	Applied Science	S. Hogg	A265
		6.00–7.00	English		S372
		7.00–8.00	Calculations		A266

3rd YEAR (1)

Room	Day	Time	Subject	Lecturer	Class No
B2	W	9.00–12.15	Practical	A. E. Parkinson	A267
B40		1.45–3.45	Machine Theory	A. E. Parkinson	A268
B40		4.00–5.00	Applied Science	S. Hogg	A269
B40		6.00–7.00	General Theory	A. E. Parkinson	A270
B40		7.00–8.00	English	Mr. Reddy	S350

WINDOW DISPLAY

Courses leading to the examinations of the British Display Society are provided for retail trades employees. Part A of the examination is taken in the 1st year, part B in the 2nd year, and Part C after a further two years.

PART A (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.3	M	9.00–12.15	Practical (Group A)	J. Southworth	A276
B.36		7.00–9.00	Drawing (Group A & B		A277
Av.3	Th.	1.45–4.30	Practical (Group B)	J. Southworth	A277
Av.Th.		7.00–9.00	Theory (Group A & B)	J. Southworth	A278

PARTS B AND C (I)

B.36	Tu.	7.00–9.00	Drawing		A279
Av.Th.	W	7.00–9.00	Theory	J. Southworth	A280
Av.3	Th.	9.00–12.15	Practical	J. Southworth	A281

GENERAL CERTIFICATE OF EDUCATION

'O' LEVEL (I)

Students offer papers 1 (a) and II (a).

Room	Day	Time	Subject	Lecturer	Class No
Av.1	Tu.	1.45–4.30	Composition	S. Good	A282
Av.1	Th.	1.45–4.30	Drawing	S. Good	A286

'A' LEVEL (II)

Students are prepared for the N.U.J.M.B. 'A' level Art examination in Papers IIa, IIIb and IV (1) (5), and for the Craft Design and Practice examination alternative c. Students intending to take ART attend classes A284, A285 and A287; those intending to take CRAFT DESIGN AND PRACTICE attend classes A283, A285 and A287. Both examinations may NOT be taken in the same year on the basis of these classes alone.

Room	Day	Time	Subject	Lecturer	Class No
Av.Th.	Tu.	7.00–9.00	History of Craft	L. Penrice	A283
Av.Th.	W	7.00–9.00	History of Art	S. Sartin	A284
Av.1	Th.	9.00–12.15	Drawing	S. Good	A285
Av.1	F	9.00–12.15	Composition and Printing Crafts	A. Powell	A287

EVENING COURSES

GENERAL CERTIFICATE OF EDUCATION

Students are prepared for the N.U.J.M.B.'s 'A' level papers IIb, IIIa and IV (1) and (5), and for 'O' level papers I (a) and II (a).

'O' LEVEL (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.12	M	7.00–9.00	Composition	B. Heap	A296
Av.12	Th.	7.00–9.00	Drawing	S. Good	A297

'A' LEVEL (II)

Av.12	M	7.00–9.00	Composition	B. Heap	A294
Av.Th.	W	7.00–9.00	History of Art	S. Sartin	A268
Av.12	Th.	7.00–9.00	Drawing	S. Good	A297

PAINTING, DECORATING AND SIGNWRITING

4th YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B13/14	M	7.00–9.00	Workshop	J. Ditchfield	A291
	Tu.	7.00–9.00	Technology		A292
B13/14	Th.	7.00–9.00	Workshop		A293

5th YEAR (II)

B13/14	M	7.00–9.00	Workshop	J. Ditchfield	A294
B11	Tu.	7.00–9.00	Design		
B8	W	7.00–9.00	Technology		A295

RECREATION CLASSES

DRAWING AND PAINTING (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.1	M	2.00–5.00	Still Life Painting	S. Good	A298
Av.1		7.00–9.00	General Painting	S. Platt	A299
Av.1	Tu.	7.00–9.00	Portrait Painting	D. F. Bates	A300
Av.1	W	7.00–9.00	Composition and Basic Design	B. Foster	A301
Av.1	Th.	2.00–5.00	Drawing and Painting	S. Platt	A302
Av.		7.00–9.00	Still Life Painting and Composition	B. Foster	A303

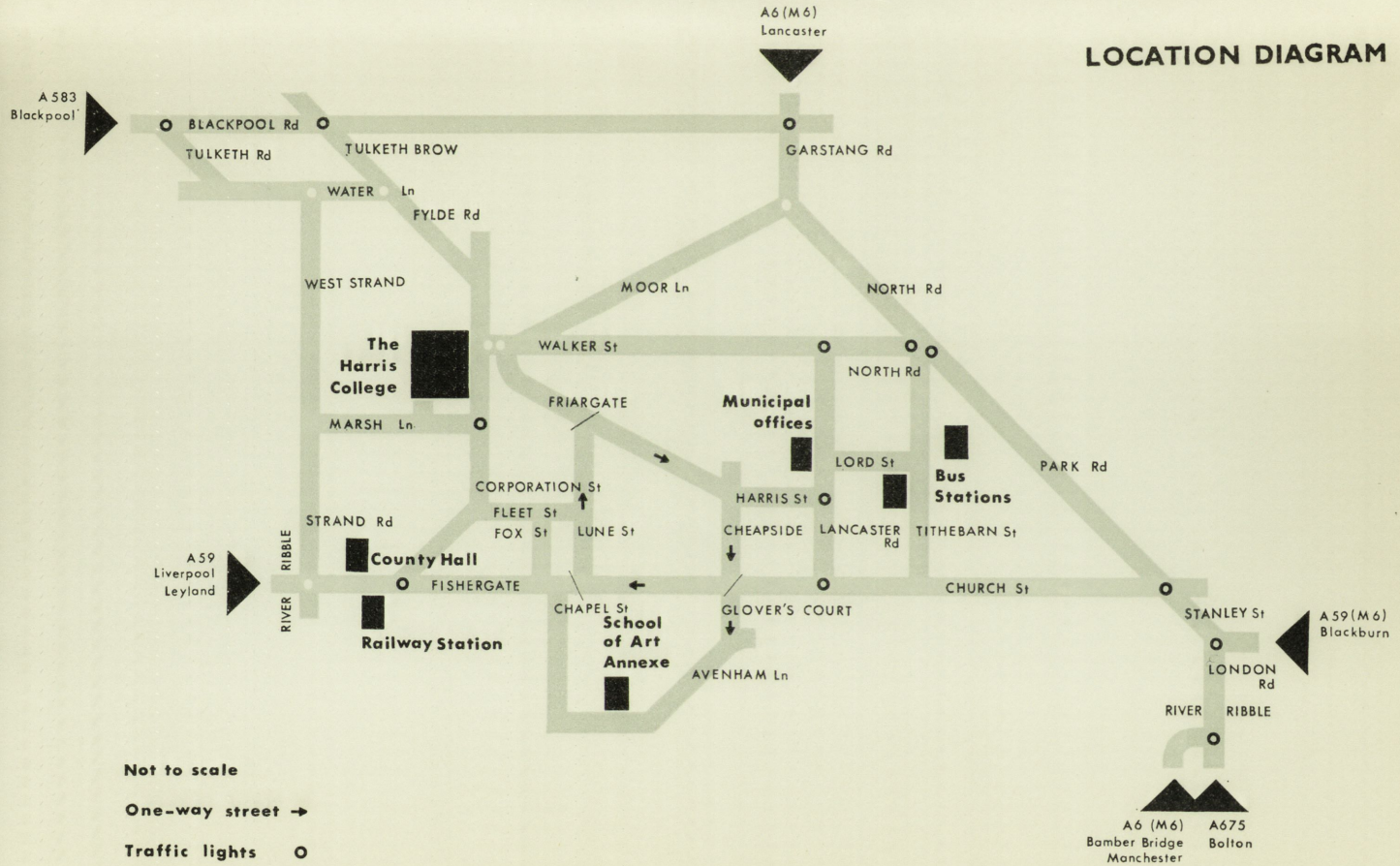
JEWELLERY AND SILVERSMITHING (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.2a	Tu.	7.00–9.00	Jewellery and Silversmithing	N. Tudor Thomas	A304
Av.2a	W	7.00–9.00	Jewellery and Silversmithing	N. Tudor Thomas	A305

POTTERY (I)

Room	Day	Time	Subject	Lecturer	Class No
Av.8	M	2.00–5.00	Pottery	J. McDonald	A306
Av.8		7.00–9.00	Pottery	J. McDonald	A307
Av.8	Tu.	7.00–9.00	Pottery	J. McDonald	A309
Av.8	W	7.00–9.00	Pottery	J. McDonald	A310
Av.8	Th.	2.00–5.00	Pottery	J. McDonald	A311
Av.8		7.00–9.00	Pottery	J. McDonald	A312

LOCATION DIAGRAM



Not to scale

One-way street →

Traffic lights O

Head of Department

J. G. V. PROUDMAN, A.M.C.T., A.I.O.B., A.I.Struct.E.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF BUILDING

Corporation Street, Preston, Lancs.

Telephone: Preston 51831–5

Head of Department

J. G. V. PROUDMAN, A.M.C.T., A.I.O.B., A.I.Struct.E.

THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF BUILDING

Corporation Street, Preston, Lancs

Telephone: Preston 51831-5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme, and a later amendment to it, the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-eight members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, nine members representative of industry and commerce, and one member representative of the Universities.

THE HARRIS COUNCIL

President: ALDERMAN W. BECKETT, O.B.E., J.P.
(The Right Worshipful the Mayor of Preston)

Vice-President: COUNCILLOR J. HARGREAVES

Alderman J. Atkinson
Councillor W. Bradshaw
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Councillor Mrs. C. Sharples, J.P.
Alderman Mrs. M. A. Wignall, J.P.

Alderman F. Longworth (Chairman of Lancashire County Council)
Councillor J. R. Ashton
Alderman J. Bradley, J.P.
Councillor H. Catlow
Councillor J. P. Ennis, J.P.
Councillor F. Ley
Councillor A. R. Pickles
Councillor P. Windham Hall

G. Grenfell Baines, O.B.E., F.R.I.B.A.
F. D. Crowe, B.Sc. (Eng.)., A.F.R.Ae.S.
C. M. Hey, B.Sc.Tech., A.T.I.
R. A. Hornby, F.C.A.
T. M. Naylor, M.Sc., A.M.I.Mech.E.
P. D. Oakley, B.Sc., F.R.I.C.
Alderman J. W. Taylor, J.P., F.C.I.S.
J. W. Walker
A. D. White, B.Sc., A.R.I.C.

Clerk to the Council:

W. R. TUSON, B.Sc., Chief Education Officer, Municipal Building, Preston, Lancs.

RESEARCH COUNCIL

Several departments of the College are actively engaged in research projects, and to assist in the promotion of research the Harris Council has established a Research Fund, appoints Research Assistants and Research Technicians, and has appointed a sub-committee (known as the RESEARCH COUNCIL) to give active support and consideration to research activities. The Research Council is composed as follows—

Chairman: The President of the Harris Council: Alderman W. Beckett, O.B.E., J.P.

Members: The Vice-President of the Harris Council: Councillor J. Hargreaves.
Professor E. R. Dobbs, University of Lancaster.
Dr. E. G. Edwards, Principal, Bradford Institute of Technology.
J. Jones, A.M.I.Mech.E.
Professor J. Lewis, University of Manchester.
P. D. Oakley, B.Sc., F.R.I.C., Member of the Harris Council
A. D. White, B.Sc., A.R.I.C., Member of the Harris Council, and Senior Training Officer, U.K.A.E.A., Risley.
Dr. H. Wilkinson, Principal of the Harris College.
Dr. S. Skidmore, Vice-Principal of the Harris College.

ADVISORY BOARDS

The Harris Council is in the process of establishing Advisory Boards for each department of the College. The function of Advisory Boards is to advise the Harris Council, through the College Principal, on professional and technical matters pertaining to the work of the Department in such a way as to further the educational aims of the Department both regionally and nationally. The College Principal, Vice-Principal and the Head of Department are *ex-officio* members, as also is the Clerk to the Harris Council and the Chief Education Officer of the Lancashire County Authority.

Advisory Board for Chemistry, Biology and Metallurgy

Chairman: Professor J. C. Bevington, Department of Chemistry, University of Lancaster.

Members: L. R. Bays, A.R.I.C., P.A.I.W.E., Chemist and Bacteriologist, Fylde Water Board.
G. Browne, F.R.I.C., Chief Chemist, H.M. Chemical Inspectorate, Chorley.
Dr. V. G. Cove, Works Manager, Mond Division, I.C.I. Ltd., Thornton.
A. N. Edmondson, F.R.I.C., F.T.I., Chief Chemist, Birtwistle and Leigh Ltd., Preston.
Professor K. M. Entwistle, Manchester College of Science and Technology.
Professor W. E. Kershaw, Department of Parisitology and Entomology, University of Liverpool.
Professor J. Lewis, University of Manchester.
Dr. A. A. Miller, Group Pathologist, Preston and Chorley Hospital Management Committee.
P. D. Oakley, B.Sc., F.R.I.C.

Advisory Board for Mechanical, Civil and Production Engineering

Chairman: F. D. Crowe, B.Sc. (Eng.), A.F.R.Ae.S., Director and Chief Engineer, British Aircraft Corporation.

Members: Dr. N. G. Calvert, Department of Fluid Mechanics, University of Liverpool.

I. T. Clowes, A.M.I.Prod.E., I.M.C.T., Chief Machine Tool Designer, English Electric Co. Ltd.

P. E. F. Crewdson, Director, Gilbert Gilkes and Gordon, Kendal.

R. Crook, Preston District Secretary, A.E.U.

J. Drake, C.B.E., B.Sc., M.I.C.E., M.I.Mun.E., P.P.Inst.H.E., Lancashire County Surveyor and Bridgemaster.

Professor J. Loxham, College of Aeronautics, Cranfield.

T. E. Tindall, B.A., Training Manager, Leyland Motors Ltd.

LIAISON WITH INDUSTRY AND COMMERCE

The Department of Education and Science and the Ministry of Technology, in collaboration with Local Education Authorities, have set up a limited number of Industrial Liaison Centres throughout the country, based on technical colleges. The Harris College is to become a centre as soon as an Industrial Liaison Officer is appointed.

The functions of the Industrial Liaison Officer will be to make and maintain contact with local industry and commerce in order to promote an appreciation of technical innovation and to encourage the maximum use of technical and educational advisory services nationally available, including those of the College. He will provide practical assistance to industry in the framing of their technical enquiries, and in seeking out the best sources of information and directing enquirers to them.

The Industrial Liaison Officer will welcome enquiries from large or small organisations in connection with their technical or management problems.

Enquiries concerning College courses should be addressed to the Principal, not to the Industrial Liaison Officer.

TEACHING STAFF

Principal: H. WILKINSON, M.Sc.Tech., Ph.D., A.Inst.P.

Vice-Principal: S. SKIDMORE, B.Sc., Ph.D.(Lond.), F.R.I.C.

Full-time Lecturers

R. N. Abbot, B.Sc., G.I.E.E. E
R. Abrahams B
G. Allen, M.A. (Cantab.) S
R. Anderson, B.A. S
A. Arnison, L.I.O.B., F.B.I.C.C., M.R.S.H. B
J. Ashworth, M.Sc.Tech., A.M.C.T. A.T.I., F.C.S. P
J. A. Askew, M.Sc., Dip.Tech.(Eng.), G.I.E.E. E
J Bagot, B.Sc., A.Inst.P. P
J. W. Bailey, D.F.A. (Lond.) A
Mrs. E. J. G. Bairsto, B.A., F.R.G.S. BA
J. A. Barker, B.Sc. M
D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
G. J. Blackledge, B.Sc. P
S. Blake, B.A., Ph.D. C
A. Boom, Dip.Ed. S
H. Bowden, B.A. S
T. H. Bower, A.B.I.C.C., A.R.S.H. B
K. Bowker E
J. Braddock M
J. Brennand M
J. Briscoe, B.Sc., A.M.I.Mech.E. M
S. Britland, B.Sc. C
G. A. Brooke, B.Sc. P
J. A. Burton, A.M.I.Prod.E., A.M.I.Mech.E. M
N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E. M
D. Byford, B.A., Dip.Ed. S
S. R. Cardwell, A.I.A.S., A.I.O.B. B
G. S. Catterall, A.M.I.Prod.E. M
Mrs. B. D. Cave, F.S.C.T., A.F.T.Com. BA
D. M. Clapp, B.Sc., Ph.D., A.M.I.C.E., A.M.I.Mech.E. M
G. W. Cobham, B.Com., M.Sc.(Econ.), L.C.P., F.C.I.S., A.M.B.I.M. BA
A. G. Cottom, A.C.W.A. BA
T. H. Cowperthwaite E
T. H. Crisp, M.I.B.S.M. B
J. Cross, A.B.I.C.C. B
F. R. Dean, M.Sc., A.Inst.P., A.T.I. P
A. Dickson M
A. Diggles W
J. Ditchfield, F.I.B.D. A
J. Donnelly, B.Sc. C
F. H. Downham E
H. Duckworth, A.M.I.E.E. E
R. Duddle, G.I.E.E. E
S. L. Duxbury, B.Sc. M
L. J. Eccles M
R. T. Egerton, B.Sc. P
S. E. Egerton, G.I.E.R.E. E
H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol. C
W. E. Evison, B.Sc., Ph.D. BA
J. S. Fisher, B.Sc. P
P. J. Gaule, B.Comm.(Dublin) BA
Miss R. H. Gibbins, B.Sc. S
D. M. Glen A
S. Good, A.R.C.A. A
R. Greenhalgh M
E. S. Greening, B.Sc., A.F.R.Ae.S. P
F. W. Grimshaw, M.I.E.D., A.M.I.Mech.E. M
C. P. R. Gunstone M
S. Hales M
R. O. Hall, B.Sc.Tech., A.M.C.T., A.M.I.E.E. E
Mrs. B. J. Harrison G
Miss P. Harrison, A.T.D. A
H. Hartley, B.Sc.(Eng.), A.M.I.E.E. E
R. Hatton, A.M.I.Mech.E. M
Mrs. S. C. Heywood, S
K. D. Hicks, A.R.C.A. A
R. Hodkinson, B.Sc. P
R. H. Hodson, S.T.A.C., F.I.A.L. S
S. Hogg, M.I.Ptg.M. A
G. F. Hollingworth A
A. R. Howells, B.Sc., Grad.Inst.P. P
R. J. Hudson, B.Sc.(Econ.), A.C.C.A. BA
T. A. Hulton, A.M.I.M.I. M
W. S. Hunter, A.I.O.B. B
D. A. Jenkins, M.Sc., A.R.I.C. C
W. B. Jepson, B.Sc., Ph.D. C
D. Q. King, M.A. A
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
Miss G. M. Lea, B.A. S
A. Lewis, G.I.E.E. E
J. Lindley B

S. B. Lucas, B.Sc.	P
I. J. Lund	M
D. McKenzie, B.Sc.	M
J. M. McMaster	S
J. McRory	M
D. Maddox	S
M. J. Manning, B.Sc.(Eng.), A.F.R.Ae.S.	M
D. J. Marks, B.Sc., Ph.D.	C
D. P. Marples	G
G. R. Marr, M.Sc., A.Inst.P.	P
B. Marshall, A.M.I.E.E.	E
R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T.D., M.I.M.I.	M
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E., A.M.I.E.I.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
J. Paris, M.A., B.Litt.(Oxon.)	A
A. G. Parker, M.Sc.	M
H. C. Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
Miss I. Parsonage, A.C.I.S.	BA
F. K. Pearson, A.M.I.M.I.	M
L. Penrice, A.R.C.A.	A
A. D. Powell, Cert.R.A.S.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B.	B
L. J. Pulford, M.R.S.H., M.R.P.A.	B
G. T. Ramsden	M
K. Redhouse, A.I.O.B., M.R.S.H.	B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S.	P
Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
H. Roberts, Dipl.Ing., A.M.I.Mech.E.	M
C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
E. Schofield, B.A.(Com.), A.C.I.S.	BA
P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
R. J. Simpson, B.Sc.	E
N. T. Slater, B.Sc., A.M.I.E.E.	E
Mrs. T. M. Stableford	BA
D. Swift, B.A.	S
J. H. Taylor, B.Sc., Ph.D.	C
J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
J. Tirrell, Dip. Tech.	M
J. R. Topping, B.Sc.(Econ.), A.C.C.S., F.R.G.S.	BA
J. Unsworth, B.Sc.	P
J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H., M.R.P.A.	B
F. Walmsley, A.M.A.S.E.E., A.M.I.T.E.	E
T. D. Walshaw, D.L.C.(Eng.), B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
F. Whelan	M
J. B. Wignall, B.A.	P
K. E. Wilder	M
J. Wilson, M.A., G.I.E.E.	E
R. Wood, A.M.I.Mech.E., A.M.I.Prod.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A., A.C.C.S.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

Vacancy (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Miss M. A. Coop
Mrs. B. M. Crook
Miss M. A. Hoskinson
Miss D. Howarth
Mrs. M. J. Maddock
Miss C. M. Massey
Miss E. Shillito
Miss J. H. Slee
Mrs. C. Taylor
Miss J. S. Webster
Mrs. T. H. Holland

Telephonists:

Mrs. P. B. Bamford
Mrs. B. Kerry

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

E. Davis (Assistant Engineer)
R. Holmes (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
V. S. Baron
M. Fergus
R. Fletcher
H. Mee
W. Pullen
K. Wharton

Groundsman:

G. Cowell

Nightwatchmen:

S. Bitcon
F. S. Miller

Avenham Premises:

J. Crane (Caretaker)

CALENDAR

1965–66 SESSION

1965

Thursday	9th September	General Staff Meeting, 10-30 a.m.
Monday	13th September	Enrolment, first day
Tuesday	14th September	Enrolment, second day
Wednesday	15th September	Enrolment, last day
Monday	20th September	All day and evening classes commence for the Autumn term
Friday	17th December	All departments close for Christmas after evening classes

1966

Monday	3rd January	All classes re-open for the Spring term.
Tuesday	15th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	1st April	All departments close for Easter after evening classes
Monday	18th April	All classes re-open for the Summer term
Friday	27th May	All departments close for Whitsuntide after evening classes
Monday	6th June	All classes re-open
Friday	1st July	All classes close: end of session
Friday	8th July	End of term: submission of reports

1966-67 SESSION

1966

Thursday	15th September	Staff Meeting
Monday	19th September	Enrolment, first day
Tuesday	20th September	Enrolment, second day
Wednesday	21st September	Enrolment, last day
Monday	26th September	Classes commence

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Students will be enrolled between the times:

10.0 a.m. to 12.30 p.m.
1.30 p.m. to 4-30 p.m.
5-30 p.m. to 8-30 p.m.

on the following days:

Monday, 13th September, 1965
Tuesday, 14th September, 1965
Wednesday, 15th September, 1965

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

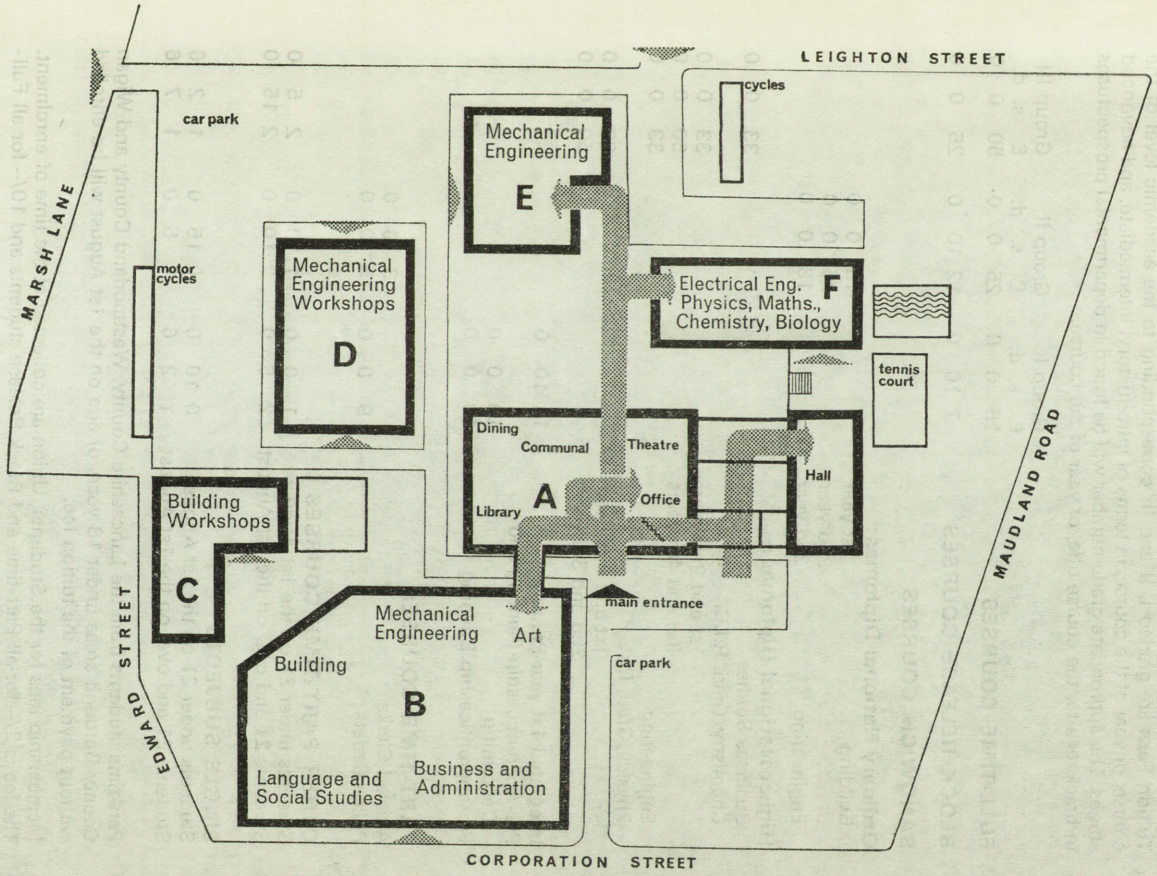
A Block
College Office and enquiries

B Block
School of Art (B7 and B8)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48, B49 and B50)
Language and Social Studies Department (B52 and B55)

E Block
Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block
Chemistry and Biology Department (F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
MARSH LANE
Mechanical Engineering
E
motor cycles
Mechanical Engineering Workshops
D
Electrical Eng. Physics, Maths., Chemistry, Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
MAUDLAND ROAD
EDWARD STREET
Mechanical Engineering
Art
Building
B
car park
Language and Social Studies
Business and Administration
CORPORATION STREET

TUITION FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate grade number will be found in departmental prospectuses in brackets after the course title, or year of the course.

	Group I £ s. d.	Group II £ s. d.	Group III £ s. d.
FULL-TIME COURSES	15 0 0	25 0 0	50 0 0
BLOCK RELEASE COURSES	7 10 0	12 10 0	25 0 0
SANDWICH COURSES			
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Engineering 2nd year		18 0 0	
Higher National Diplomas:			
Business Studies			33 0 0
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st and 2nd years			33 0 0
2nd and 3rd years			50 0 0
Integrated 1st year Printing	12 10 0		
Pre-Apprenticeship Painting and Decorating	10 0 0		
Pre-apprenticeship Building	10 0 0		
PART-TIME COURSES			
Articled Clerks		3 0 0	
Police Cadets	9 0 0	15 0 0	
OTHER PART-TIME COURSES			
Students under 21 on the 1st August	1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS			
Students under 21 on the 1st August	0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

Part-time students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Membership fees for the Students' Union are collected at the time of enrolment. The fee is 2/– for all Part-time and Block Release students and 10/– for all Full-time and Sandwich Course students (see page xvi).

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable. Suspended or excluded students automatically lose membership of the Students' Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will after the fourth week of session be notified of the absence of their employees, and will receive copies of students sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments, including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid by the student at the time of entry: accounts cannot be sent to employers.

Students will not be informed individually of the last dates of entry or of timetables of examinations, but these will be published on departmental notice boards. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	16th December, 1965
Union of Lancashire and Cheshire Institutes, series A	22nd January, 1966
Assessed papers for National Certificate courses, including endorsements	4th February, 1966
General Certificate of Education papers (N.U.J.M.B.)	11th February, 1966
Union of Lancashire and Cheshire Institutes, series B and C	18th February, 1966
City and Guilds of London Institute	23rd February, 1966
Royal Society of Arts, Summer series	6th May, 1966

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £3 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 7s. 6d. per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted. In the event of a Joint Committee agreeing to the re-examination of a student in a subject, the student will be required to pay the full cost of the re-examination, or to share the cost proportionately should more than one student be involved in the same re-examination.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

GRANTS

Full-time or College-based Sandwich Course students qualified for admission to he College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following :—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he has thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges. It is affiliated to the National Union of Students.

The membership fee is 10/- for full-time students, 2/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies. A Student Union Handbook, issued free to members, describes the activities of the Union.

Officers of the Students' Union:

President:	Mr. R. D. Johnson
Vice-President:	Mr. G. Nickson
Secretary:	Mr. D. Broadbent
Student Treasurer:	Mr. J. F. Stackhouse
Hon. Treasurerr	Mr. D. Swift

Dances and other major social events are regularly arranged in the College and in the town. A Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

An unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Ty.	Trinity County Secondary School
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A., A.L.A.
G. W. Smith, A.L.A.

Librarian Assistants: Mrs. C. A. Blackledge
Miss J. A. Clarkson (on secondment)
Miss C. M. Rogers

The College Library, which is available to all students for reference purposes, has at present a stock of some 14,000 books, together with several thousand bound volumes of periodicals. 350 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags in the racks provided at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturers: D. P. Marples, Dip.P.E., Carnegie College (on secondment)
J. Gridley, A.G.A.
Mrs. B. J. Harrison, Dip.P.E., Dartford College.

Part-time staff:

A. Crowther
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Athletics
Badminton
Basket ball
Canoeing and sailing
Cricket
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Volley ball
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc.

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 2/- will be collected.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1965.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF BUILDING

Telephone – Preston 51831–5 Ext 33

Head of Department
J. G. V. Proudman, A. M.C.T., A.I.O.B.

FULL-TIME STAFF

Senior Lecturer
K. Redhouse, A.I.O.B., M.R.S.H.

Lecturers
A. Arnison, L.I.O.B., F.B.I.C.C., M.R.S.H.
W. S. Hunter, A.I.O.B.

Assistant Lecturers
R. Abrahams
T. H. Bower, A.B.I.C.C., A.R.S.H.
S R. Cardwell, A.I.A.S., A.I.O.B.
T. H. Crisp, M.I.B.S.M.
J Cross, A.B.I.C.C.
J. Lindley
L. J. Pulford, M.R.S.H., M.R.P.A.
A. K. Waller, M.R.S.H., M.R.P.A.
Vacancy

PART-TIME STAFF

J. D. Allen, A.M.C.T.
R. Balshaw, M.R.P.A.
H. V. Buckley, A.M.C.T., A.M.I.C.E.
A.M.I.H.E.
W. Carr
T. Cottom, M.R.P.A., M.I.C.W., M.R.S.H.
D. W. Cutbill, A.C.I.S., F.C.C.S.
A. Darbyshire
N. Douglas
J. S. Farrier
A. Hindle, A.M.I.Struct.E.
W. Hough
R. James, M.I.C.W.
C. G. Melling, Mun.B.I.
J. Melling, A.I.A.S.
R. Ramsey
S. Richardson, M.I.C.W., Mun.B.I.
H. S. Rigby, M.R.P.A.,
M.I.C.W., Mun.B.I.
N. B. Tindale
J. Topping, A.M.I.Struct.E.
N. Townend
W. Underwood, A.M.I.Struct.E.
W. H. Walker
R. L. Watson, A.R.I.C.S.
H. Wilkinson

Laboratory/Workshop Technicians
C. J. Porter
R. Harsant

Workshop Assistants
T. McAiney
Vacancy

LIST OF COURSES

Full-Time

	page
Ordinary National Diploma in Building (Sandwich)	43
Architectural Technician (Sandwich)	44
Pre-Diploma Course in Building	44
Pre-Apprenticeship in Building (Sandwich)	45
Gas Fitting (Block Release)	45

Part-Time Day

Ordinary National Certificate in Construction	46
Architectural Technician	47
Roadworks (I.W.H.S.)	47
Gas Utilisation	48
General Course in Construction	48
Construction Technicians' Certificate	48
Brickwork Craft Certificate	49
Carpentry and Joinery Craft Certificate	51
Carpentry and Joinery Advanced Craft Certificate	53
Plumbing Craft Certificate	53

Evening

Higher National Certificate in Building	55
Full Technological Certificate	55
Gas Utilisation	56
Gas Fitting	57
Brickwork Craft Certificate	57
Carpentry and Joinery Craft Certificate	57
Carpentry and Joinery Advanced Craft Certificate	58
Plumbing Craft Certificate	58

Courses not specifically mentioned in the list above may be arranged and students requiring such courses should consult the Head of Department.

Where the aim of Building Students is for higher executive or administrative building employment, qualification by examination may be acquired through the Institute of Builders. Full particulars of the requirements for examination and admission to membership of the Institute may be obtained from :–The Institute of Builders, 48, Bedford Square, London, W.C.1.

IMPORTANT DATES

1965

September 20th	Pre-Apprenticeship Course begins
October 4th	Ordinary National Diploma Course begins

1966

March 25th	End of College period for O.N.D. students
April 1st	End of full-time period for Pre-Apprenticeship students
April 18th	Pre-Apprenticeship Course, part-time attendance period begins

FULL-TIME COURSES

ORDINARY NATIONAL DIPLOMA IN BUILDING
(Sandwich Course)

Course Tutor: K. Redhouse

The course is of two sessions duration, providing the initial further education and training for careers in the construction industry. The curriculum is broadly designed to suit the needs of students who, with subsequent advanced study, will occupy positions as Builders' Manager, Agent, Surveyor, Estimator, Building Inspector or Architectural Technician, and who may aspire to professional status. In the first session students will spend two terms (October to March) in full-time study at the College, followed by up to six months in gaining practical experience of site and/or office work. The second session (October to June) will consist of full-time study at the College.

Students admitted to the course as candidates for the diploma must possess one of the following qualifications:

(I) The General Certificate of Education at the Ordinary level in four subjects including Mathematics, an appropriate science and two other subjects, one of which must require a facility in written English;

(II) The Certificate of Secondary Education, Grade I, in appropriate subjects;

(III) Satisfactory completion of the General Course in Construction and the possession of a Certificate with credit in Mathematics and in either Science, Construction Processes Materials or Construction Drawing and a pass in any other of these subjects provided that Science is included at either pass or credit level.

The normal minimum age at entry is 16 years.

1st YEAR (II) (23 weeks)

Room	Day	Time	Subject	Lecturer	Class No
B31	M	9.00–11.00	Mathematics	W. Watson	P211
B31		11.15–12.15	Surveying	K. Redhouse	B1
B31		1.45–3.15	Technology	J. G. V. Proudman	B2
B66		3.45–5.00	Law	E. Schofield	BA183
B31	Tu.	9.00–11.00	Science A	A. R. Howells	P212
B31		11.15–12.15	Surveying	K. Redhouse	B3
B31		1.45–2.45	Drawing	K. Redhouse	B4
B31		2.45–5.30	Science B	K. Redhouse	B5
B31	W	9.00–11.00	Mathematics	W. Watson	P213
B31		11.15–12.15	Tutorial	K. Redhouse	B6
B31		1.45–3.15	History of Building		B7
B31	W	3.30–5.00	Architectural Studies		B8
Main Hall	Th.	9.00–10.30	Physical Recreation	J. Gridley	G13
B31		10.45–12.15	Technology	A. Arnison	B33

Room	Day	Time	Subject	Lecturer	Class No
B31		1.45–3.15	Technology	J. G. V. Proudman	B34
B66		3.30–5.00	Economics	R. J. Hudson	BA333
B65	F	9.00–11.00	Book-keeping and Office Routine	J. R. Meredith	BA237
B32		11.15–12.15	Drawing Office Practice	J. G. V. Proudman	B35
B32		1.45–2.45	Liberal Studies		S414/429
B32		2.45–5.00	Drawing Office Practice	J. G. V. Proudman	B36

ARCHITECTURAL TECHNICIAN (Sandwich Course) (II)

See Ordinary National Diploma in Building on page 43.

PRE-DIPLOMA COURSE IN BUILDING

Course Tutor: K. Redhouse.

The course is of one session duration and is intended to prepare students for examinations which qualify for entry to the Ordinary National Diploma Course (or Ordinary National Certificate Course).

The normal minimum age of entry is 16 years.

Room	Day	Time	Subject	Lecturer	Class No
B	M	9.00–10.00	Mathametatics (G*)		B280
	M	10.00–12.15	Construction, Processes and Materials		B281
		1.45–4.00	Construction, Processes and Materials		B281
		4.00–5.00	Science (G*)		B282
	Tu.	9.00–11.00	Mathematics	F. Richardson	P313
		11.15–12.15	English	G. Lea	S151
		1.45–2.45	English	G. Lea	S152
		2.45–5.00	Physics	M. Evison	P314
	W	9.00–10.00	English	G. Lea	S154
		10.00–12.15	Mathematics	F. Richardson	P316
		1.45–3.45	Physics	M. Evison	P317
		4.00–5.00	Physical Recreation		G27
	Th.	9.00–10.00	English	G. Lea	S157
		10.00–12.15	General Studies		B285
		1.45–2.45	English	E. M. Rigg	S469
		2.45–5.00	Physics	J. Fisher	P318
	F	9.00–10.00	English	G. Lea	S160
		10.00–12.15	Geometrical Drawing		B283
		1.45–3.45	Mathematics	J. Fisher	P319
		4.00–5.00	Construction Drawing		B284

PRE-APPRENTICESHIP (Sandwich Course) (26 weeks)

Course Tutor: W. S. Hunter

This course, for Secondary School leavers, extends over a period of full-time attendance followed by a period spent in industry during which there will be part-time attendance (one day per week) at the College until the end of session.

Entrance to the course will normally be at the discretion of the Head of Department on the recommendation of the prospective employer and subject to an entrance test.

Room	Day	Time	Subject	Lecturer	Class No
Ty.19	M	9.00–10.00	Tutorial	W. S. Hunter	B10
Ty.19		10.00–12.15	Technology	T. H. Bower	B11
C1		1.45–5.00	Practical	A. K. Waller	B9
	Tu.	9.00–10.30	Physical Recreation	J. Gridley	G6
B32		10.45–12.15	Mathematics	S. R. Cardwell	B13
Ty.		1.45–2.45	Geometry	T. H. Crisp	B12
Ty.		2.45–5 00	Technology	T. H. Crisp	B14
B32	W	9.00–12.15	Building Drawing	S. R. Cardwell	B23
Ty.17		1.45–3.15	Mathematics	S. R. Cardwell	B17
Ty.17		3.30–5.00	Science	A. K. Waller	B15
Ty.19	Th.	9.00–10.30	English		S365
Ty.19		10.45–12.15	General Studies		B20
C4		1.45–5.00	Practical	T. H. Bower	B21
B35	F	9.00–12.15	Practical	T. H. Crisp	B19
B.19		1.45–2.45	Mathematics	S. R. Cardwell	B22
B.19		2.45–5.00	Technology	A. Waller	B16

GAS FITTING (BLOCK RELEASE)

Course Tutor: N. Tindale

1st YEAR (I) Examining Body: U.L.C.I.

Room	Day	Time	Subject	Lecturer	Class No
N.W.G.B.	M	9.00–12.15	Technology		B211
		1.45–5.00	Practical		B212
N.W.G.B.	Tu	9.00–12.15	Technology		B213
		1.45–5.00	Practical		B214
N.W.G.B.	W	9.00–10.00	Liberal Studies		S
		10.00–12.15	Physical Recreation		G29
		1.45–5.00	Practical		B215
N.W.G.B.	Th	9.00–12.15	Technology		B216
		1.45–5.00	Practical		B217
	F		†		

2nd YEAR (I) Examining Body: U.L.C.I.

Room	Day	Time	Subject	Lecturer	Class No
N.W.G.B.	M	9.00–12.15	Technology		B218
		1.45–5.00	Practical		B219
N.W.G.B.	Tu	9.0012.15	Technology		B220
		1.45–5.00	Practical		B221
N.W.G.B.	W	9.00–12.15	Technology		B222
		1.45–5.00	Practical		B223
N.W.G.B.	Th	9.00–12.15	Technology		B224
		1.45–5.00	Practical		B225
	F		†		

3rd YEAR (II) Examining Body: C.G.L.I.

N.W.G.B.	M	9.00–12.15	Technology		B228
		1.45–5.00	Practical		B229
N.W.G.B.	Tu	9.00–12.15	Technology		B230
		1.45–5.00	Practical		B231
N.W.G.B.	W	9.00–12.15	Technology		B232
		1.45–5.00	Practical		B233
N.W.G.B.	Th	9.00–12.15	Technology		B234
		1.45–5.00	Practical		B235
N.W.G.B.	F	9.00–12.15	Technology		B236
		1.45–5.00	Practical		B237

†Students are placed in one of the following courses in the Mechanical Engineering Department: G1D, G2D, M1Db.

PART-TIME DAY COURSES

ORDINARY NATIONAL CERTIFICATE IN CONSTRUCTION

Course Tutor: K. Redhouse

The course of two years duration provides progressive study in preparation for examinations leading to the Ordinary National Certificate; a further period of two sessions provides preparation for the Higher National Certificate.
Students admitted to the course as candidates for the Certificate must possess one of the following qualifications:

(I) The General Certificate of Education at the Ordinary level in four subjects including Mathematics, an appropriate Science and two other subjects, one of which must require a facility in written English;

(II) The Certificate of Secondary Education, Grade I, in appropriate subjects:

(III) Satisfactory completion of the General Course in Construction and the possession of a certificate with credit in Mathematics and in either Science, Construction Processes, Materials or Construction Drawing and a pass in any other of these subjects provided that Science is included at either pass or credit level.

The normal minimum age at entry is 16 years.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B31	Tu.	9.00–11.00	Mathematics	W. Watson	P217
B31		11.15–12.15	Surveying	K. Redhouse	B3
B31		1.45–2.45	Construction Drawing	K. Redhouse	B4
B31		2.45–5.30	Science	K. Redhouse	B5
B31	W	7.00–9.15	Technology		B250
B12	Th.	7.00–9.15	General Studies		B274

ORDINARY NATIONAL CERTIFICATE IN BUILDING

Course Tutor: K. Redhouse

3rd YEAR (II) Examining Body: U.L.C.I.

This course is gradually being replaced by the new National Certificate Course in Construction. The 3rd year only of the course is offered in the current session and entrants must have passed the 2nd year of the course.

Room	Day	Time	Subject	Lecturer	Class No
B31	F	1.45–5.00	Science	K. Redhouse	B28
B31		9.00–12.15	Construction	S. R. Cardwell	B29
Ty.11		6.00–8.00	Mathematics	W. Underwood	P216
B18	W	7.00–9.15	Land Surveying*	H. V. Buckley	B30

*Additional optional subject which may be offered as an assessed examination subject for endorsement or exemption purposes. Additional time amounting to 30 hours will be spent on practical field work.

ARCHITECTURAL TECHNICIAN (II)

The course is similar to that of the Ordinary National Certificate on pages 46

ROADWORKS

Course Tutor: K. Redhouse

The Course of three years' duration provides progressive study in preparation for the City and Guilds of London Institute examination and the Institute of Works and Highways Superintendents Inter examination in Road Construction and Maintenance.

Stage 1 (I)

Room	Day	Time	Subject	Lecturer	Class No
B59	Tu.	9.00–12.15	Associated Subjects	R. Abrahams	B37
B32		1.45–5.00	Road Construction	R. Abrahams	B38

Stage 2 (II)

B59	W	9.00–12.15	Road Construction	R. Abrahams	B39
B32		1.45–5.00	Associated Subjects	T. H. Crisp	B40

Stage 3 (III)

B59	Th.	9.00–12.15	Associated Subjects	R. Abrahams	B41
B32		1.45–5.00	Road Construction	R. Abrahams	B42

GAS UTILISATION (II)

Course Tutor: N. Tindale

The course leads to the City and Guilds of London Institute Final examination.

Room	Day	Time	Subject	Lecturer	Class No
N.W.G.B.	F	9.00–12.15	Domestic		B43
N.W.G.B.		1.45–5.00	Domestic		B44

GENERAL COURSE IN CONSTRUCTION (I)

Course Tutor: K. Redhouse (Examining Body: U.L.C.I.)

This is a special one year course for students who may ultimately proceed either to a Technicians' Course or a National Certificate Course in Construction.

Entrants should have satisfactorily completed a five year secondary course up to the age of sixteen, including Mathematics and Science, but have not gained the necessary qualifications for entry to a National Certificate course.

Room	Day	Time	Subject	Lecturer	Class No
B32	F	9.00–11.00	Science	W. Watson	P215
B19		11.15–12.15	Drawing (Geometry)	A. Arnison	B271
B16		1.45–2.45	Drawing (Construction)	A. Arnison	B272
B16		2.45–5.30	Construction	A. Arnison	B273
B.20	Tu.	7.00–9.15	Mathematics	W. Watson	P214
B.12	Th.	7.00–9.15	General Studies		B274

CONSTRUCTION TECHNICIANS' CERTIFICATE

Course Tutor: A. Arnison

The course of four years duration is intended to meet the need of the construction industry for technical staff on the site and in the office who require a sound understanding of the principles of construction, a knowledge of techniques and appreciation of skills. After successful completion of the course and with appropriate experience the route to non-corporate membership of the Institute of Builders, Technician class, is open.
Entrants to the First Year of the course are required to have completed satisfactorily:

(I) their secondary education in which mathematics and an appropriate science subject were included in the last year (minimum age 16), or

(II) the first year of the General Construction Course, or

(III) the first stage of an appropriate craft course to the satisfaction of the Head of Department.

Entrants to the Second Year of the course are required to have:

(IV) obtained a pass in the first year of the course, or

(V) appropriate G.C.E. 'O' level passes (or equivalents), or

(VI) a General Construction Course certificate with passes in Construction Processes Materials and in Construction Drawing.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B19	Tu.	9.00–11.15	Science	A. Arnison	B251
B19		11.15–12.15	General Studies	A. Arnison	B252
B19		1.45–5.00	Construction	S. R. Cardwell	B253
Ty.8	W	7.00–9.00	Calculations		B254
B32	M	7.00–9.00	Construction		B255

2nd YEAR (Part 1) (II) Examining Body: C.G.L.I

B19	Th.	9.00–11.15	Science	K. Redhouse	B266
B19		11.15–12.15	General Studies	K. Redhouse	B267
B19		1.45–5.00	Construction	S. R. Cardwell	B268
B20	M	7.00–9.00	Calculations		B269
B19	Tu.	7.00–9.00	Construction		B270

BRICKWORK CRAFT CERTIFICATE

Course Tutor: W. S. Hunter

The course of three sessions duration provides for progressive study in preparation for examinations leading to the Craft Certificate of the City and Guilds of London Institute; a further period of two sessions provides preparation for the Advanced Craft Certificate.

Stage 1 (I) Examining Body: U.L.C.I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
B59	M	9.00–10.30	Building Drawing and Geometry	R. Abrahams	B48
B59		10.45–12.15	Technology	W. S. Hunter	B45
Ty.		1.45–3.15	Calculations	R. Abrahams	B46
Ty.		3.30–4.30	English		S277
B35	Tu.	7.00–9.00	Practical		B47

Group B

B59	F	9.00–10.30	Building Drawing and Geometry	R. Abrahams	B52
B59		10.45–12.15	Technology	W. S. Hunter	B49
Ty.		1.45–3.15	Calculations	R. Abrahams	B50
Ty.		3.30–4.30	English	J. M. McMaster	S438
B35	Th.	7.00–9.00	Practical		B51

Stage 2 (I) Examining Body : U.L.C.I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
B35	Tu.	9.00–12.15	Practical	T. H. Crisp	B54
B59		1.45–2.45	General Studies	W. S. Hunter	B55
B59		2.45–5.30	Technology	W. S. Hunter	B53
B59	Th.	7.00–9.00	Technology	W. Carr	B56
Ty.21	W	7.00–9.00	Optional: Mathematics and Science		B275

Group B

B35	Th.	9.00–12.15	Practica	T. H. Crisp	B58
B59		1.45–2.45	General Studies	W. S. Hunter	B59
B59		2.45–5.30	Technology	W. S. Hunter	B57
B59		7.00–9.00	Technology		B60
Ty.21	W	7.00–9.00	Optional: Mathematics and Science		B275

Stage 3 (I) Examining Body: C.G.L.I.

Group A

B35	W	9.00–12.15	Practical	T. H. Crisp	B62
B59		1.45–2.45	General Studies	W. S. Hunter	B63
B59		2.45–5.30	Technology	W. S. Hunter	B61
B59	M	7.00–9.00	Technology	H. Wilkinson	B64
Ty.21	Tu.	7.00–9.00	Optional: Mathematics and Science		B276

Group B

B35	M	9.00–12.15	Practical	T. H. Crisp	B184
B59		1.45–2.45	General Studies	W. S. Hunter	B183
B59		2.45–5.30	Technology	W. S. Hunter	B185
B59	W	7.00–9.00	Technology		B182
Ty.21	Tu.	7.00–9.00	Optional: Mathematics and Science		B276

BRICKWORK ADVANCED CRAFT CERTIFICATE (II)

Course Tutor: W. S. Hunter

Room	Day	Time	Subject	Lecturer	Class No
	Th.	9.00–12.15	Technology	W. S. Hunter	B187
B35		1.45–5.00	Practical	T. H. Crisp	B188
B41		6.00–8.00	Technology and General Studies		B190
	W	7.00–9.00	Optional: Mathematics and Science		B275

CARPENTRY AND JOINERY CRAFT CERTIFICATE

Course Tutor: W. S. Hunter

The course of three sessions duration provides for progressive study in preparation for examinations leading to the Craft Certificate of the City and Guilds of London Institute; a further period of two sessions provides preparation for the Advanced Craft Certificate.

Stage 1 (I) Examining Body: U.L.C.I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
B60	Tu.	9.00–10.30	Technology	T. H. Bower	B68
B60		10.45–12.15	Building Drawing and Geometry	T. H. Bower	B65
Ty.21		1.45–3.15	Calculations	T. H. Bower	B66
Ty.21	Tu.	3.30–4.30	English		S302
C4	F	7.00–9.00	Practical	R. A. Speight	B67

Group B

B60	W	9.00–10.30	Technology	T. H. Bower	B72
B60		10.45–12.15	Building Drawing and Geometry	T. H. Bower	B71
B58		1.45–3.15	Calculations	J. Lindley	B70
B58		3.30–4.30	English	A. B. Boom	S345
C4		6.00–8.00	Practical	T. H. Bower	B69

Group C

B60	Th.	9.00–10.30	Technology	T. H. Bower	B76
B60		10.45–12.15	Building Drawing and Geometry	T. H. Bower	B73
Ty.21		1.45–3.15	Calculations	A. K. Waller	B74
Ty.21		3.30–4.30	English	B. H. Scott	S363
C4		6.00–8.00	Practical	T. H. Bower	B75

Stage 2 (I) Examining Body: U.L.C.I.

Group A

C4	Tu.	9.00–12.15	Practical	J. Lindley	B36
B60		1.45–2.45	General Studies	J. Lindley	B87
B60		2.45–5.30	Technology	J. Lindley	B85
B60	W	7.00–9.00	Technology	R. A. Davies	B88
Ty.21	Th.	7.00–9.00	Optional: Mathematics and Science		B277

Group B

Room	Day	Time	Subject	Lecturer	Class No
C4	F	9.00–12.15	Practical	J. Lindley	B90
B60		1.45–2.45	General Studies	J. Lindley	B91
B60	F	2.45–5.30	Technology	J. Lindley	B89
B60	Tu.	7.00–9.00	Technology	S. Richardson	B92
Ty.21	Th.	7.00–9.00	Optional: Mathematics and Science		B277

Group C

C4	Th.	9.00–12.15	Practical	J. Lindley	B94
B60		1.45–2.45	General Studies	J. Lindley	B95
B60		2.45–5.30	Technology	J. Lindley	B93
B60	M	7.00–9.00	Technology	B. T. Whiteside	B96
Ty.21	Tu.	7.00–9.00	Optional: Mathematics and Science		B276

Group D

C4	W	9.00–12.15	Practical	J. Lindley	B98
B60		1.45–2.45	General Studies	T. H. Bower	B99
B60		2.45–5.30	Technology	T. H. Bower	B97
B60	F	7.00–9.00	Technology		B100
Ty.21	Th.	7.00–9.00	Optional: Mathematics and Science		B277

Stage 3 (I) Examining Body: C.G.L.I.

Group A

C2	M	9.00–12.15	Practical	J. Cross	B106
B60		1.45–2.45	General Studies	J. Cross	B107
B60		2.45–5.30	Technology	J. Cross	B105
B60	Th.	7.00–9.00	Technology	C. G. Melling	B108
Ty.21	Tu.	7.00–9.00	Optional: Mathematics and Science		B276

Group B

C2	F	9.00–12.15	Practical	J. Cross	B110
B58		1.45–2.45	General Studies	J. Cross	B111
B58		2.45–5.30	Technology	J. Cross	B109
B58	M	7.00–9.00	Technology		B112
Ty.21	Th.	7.00–9.00	Optional: Mathematics and Science		B277

Group C

C2	Tu.	9.00–12.15	Practical	J. Cross	B195
B58		1.45–2.45	General Studies	A. Arnison	B197
B58		2.45–5.30	Technology	A. Arnison	B196
B58	W	7.00–9.00	Technology		B198
Ty.21	Th.	7.00–9.00	Optional: Mathematics and Science		B277

Group D

Room	Day	Time	Subject	Lecturer	Class Mo
C2	Th.	9.00–12.15	Practical	J. Cross	B191
B58		1.45–2.45	General Studies	A. Arnison	B192
B58		2.45–5.30	Technology	A. Arnison	B193
B		7.00–9.00	Technology		B
Ty.21		7.00–9.00	Optional: Mathematics and Science		B276

CARPENTRY AND JOINERY ADVANCED CRAFT CERTIFICATE

Course Tutor: W. S. Hunter

Stage 1 (II) Examining Body: U.L.C.I.

Room	Day	Time	Subject	Lecturer	Class No
B58	W	9.00–12.15	Technology	J. Cross	B113
C2		1.45–5.00	Practical	J. Cross	B114
B19		6.00–8.00	Technology and General Studies	S. R. Cardwell	B116
	Th.	7.0–9.00	Optional: Mathematics and Science		B277

Stage 2 (II) Examining Body: C.G.L.I.

B58	M	9.00–12.15	Technology		B118
C2		1.45–5.00	Practical		B117
B19		6.00–8.00	Technology and General Studies		B120
	Th.	7.00–9.00	Optional: Mathematics and Science		B277

PLUMBING CRAFT CERTIFICATE

Course Tutor: W. S. Hunter

The course of three sessions duration provides for progressive study in preparation for examinations leading to the Craft Certificate of the City and Guilds of London Institute; a further period of two sessions provides preparation for the Advanced Craft Certificate.

Stage 1 (I) Examining Body: U.L.C.I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
B16	M	9.00–10.30	Technology	L. J. Pulford	B124
B16		10.45–12.15	Building Drawing and Geometry	L. J. Pulford	B121
Ty.21		1.45–3.15	Calculations	J. Lindley	B122
Ty.21		3.30–4.30	English	B. H. Scott	S276
C1	M	6.00–8.00	Practical	A. K. Waller	B123

Group B

Room	Day	Time	Subject	Lecturer	Class No.
B16	F	9.00–10.30	Technology	L. J. Pulford	B128
B16		10.45–12.15	Building Drawing and Geometry	L. J. Pulford	B125
Ty.21		1.45–3.15	Calculations	T. H. Bower	B126
Ty.21		3.30–4.30	English	S. Sartin	S437
C1		6.00–8.00	Practical	A. K. Waller	B127

Stage 2 (I) Examining Body: U.L.C.I.

Group A

C1	Tu.	9.00–12.15	Practical	A. K. Waller	B130
B16		1.45–2.45	General Studies	L. J. Pulford	B131
B16		2.45–5.30	Technology	L. J. Pulford	B129
B16	Th.	7.00–9.00	Technology	R. Baines	B132
Ty.21	W	7.00–9.00	Optional: Mathematics and Science		B275

Group B

C1	Th.	9.00–12.15	Practical	A. K. Waller	B134
B16		1.45–2.45	General Studies	L. J. Pulford	B135
B16		2.45–5.30	Technology	L. J. Pulford	B133
B16	Tu.	7.00–9.00	Technology		B136
De.1 Ty.21	W	7.00–9.00	Optional: Mathematics and Science		B275

Stage 3 (I) Examining Body: C.G.L.I.

Group A

C1	W	9.00–12.15	Practical	A. K. Waller	B138
B16		1.45–2.45	General Studies	L. J. Pulford	B139
B16		2.45–5.30	Technology	L. J. Pulford	B137
De.1	Tu.	7.00–9.00	Technology	L. J. Pulford	B140
Ty.21	Th.	7.00–9.00	Optional: Mathematics and Science		B276

Group B

C1	M	9.00–12.15	Practical	A. K. Waller	B203
B16		1.45–2.45	General Studies	L. J. Pulford	B204
B16		2.45–5.30	Technology	L. J. Pulford	B202
De.5	Th.	7.00–9.00	Technology	L. J. Pulford	B205
Ty.21	W	7.00–9.00	Optional: Mathematics and Science		B275

EVENING COURSES

HIGHER NATIONAL CERTIFICATE IN BUILDING

Course Tutor: K. Redhouse

The course is of two years duration and entrants should hold either:

(I) a National Certificate or Diploma in Building, or

(II) a Full Technological Certificate with passes in, Principles of Construction II, Building Science II and Building Mathematics II (see preamble to the F.T.C. Course)

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
B16	M	7.00–9.15	Quantity Surveying	R. L. Watson	B141
B	W	7.00–9.15	Science	A. Hindle	B142
B19	Th.	7.00–9.15	Construction		B143

2nd YEAR (III) Examining Body: U.L.C.I.

B32	Tu.	7.00–9.15	Construction		B144
B58	Th.	7.00–9.15	Services	H. S. Rigby	B145
B32	F	7.00–9.15	Quantity Surveying	R. L. Watson	B146

HIGHER NATIONAL CERTIFICATE ENDORSEMENT SUBJECTS (III)

Prospective students should consult the Course Tutor

FULL TECHNOLOGICAL CERTIFICATE

Course Tutor: W. S. Hunter Examining Body: C.G.L.I.

The course is for Building Craft Students intending to qualify for the award of the Full Technological Certificate of the City and Guilds of London Institute.

The examinations in Principles of Construction I, Building Science I, and Mathematics I may not be taken before obtaining a Craft Certificate. The examination in Craft Foremanship may be taken only after obtaining an Advanced Craft Certificate.

To be eligible for the award of a Full Technological Certificate a candidate shall:

(I) be at least 21 years of age at the time of application

(II) have appropriate industrial experience

(III) possess an Advanced Craft Certificate

either

(IV) have satisfactorily completed a course of study at a technical college and passed examinations in

either

(a) Principles of Construction I
Building Science I
Building Mathematics I
Craft Foremanship Studies

or

(b) Principles of Construction I and II
Building Science I and II
Building Mathematics I and II

or

(V) possess an Ordinary National Certificate in Building

Stage I (II)

Room	Day	Time	Subject	Lecturer	Class No
B31	Th.	7.00–9.00	Building Science I		B147
B31	Tu.	7.00–9.00	Principles of Construction I		B148
B41	M	7.00–9.00	Building Mathematics I	J. Topping	B149

Stage 2 (III)

Room	Day	Time	Subject	Lecturer	Class No
De.2	Tu.	7.00–9.00	Building Mathematics 2	W. Underwood	B150
B31	F	7.00–9.00	Principles of Construction 2		B151
B31	M	7.00–9.00	Building Science 2	A. Hindle	B152

CRAFT FOREMANSHIP (III)

Room	Day	Time	Subject	Lecturer	Class No
B18	M	7.00–9.00	Elements of Supervision	A. Arnison	B153
De.9	Th.	7.00–9.00	Elements of Supervision		B154

GAS UTILISATION

Course Tutor: N. Tindale

The course leads to the City and Guilds of London Institute Final examination.

Stage I (II)

Room	Day	Time	Subject	Lecturer	Class No
N.W.G.B.	M	7.00–9.00	Domestic	R. Ramsey	B279
N.W.G.B.	Th	7.00–9.00	Domestic	J. S. Farrier	B280

Stage 2 (III)

N.W.G.B.	Tu	7.00–9.00	Industrial and Commercial	R. Ramsey	B155
N.W.G.B.	Th	7.00–9.00	Industrial and Commercial	R. Ramsey	B156

GAS FITTING

Course Tutor: N. Tindale

The course leads to the joint examination of the Union of Lancashire and Cheshire Institutes and the City and Guilds of London Institute.

Stage 1 (I)

Room	Day	Time	Subject	Lecturer	Class No
N.W.G.B.	M	7.00–9.00	Technology	N. Townend	B157
N.W.G.B.	W	7.00–9.00	Practical	N. Townend	B158

Stage 2 Intermediate (I)

N.W.G.B.	M	7.00–9.00	Practical	J. S. Farrier	B159
N.W.G.B.	W	7.00–9.00	Technology	J. S. Farrier	B160

BRICKWORK CRAFT CERTIFICATE

Course Tutor: W. S. Hunter

Stage 3 of the course is for students who, having reached the age of 18 years and unable to obtain day-release, require to complete their studies for the Craft Certificate of the City and Guilds of London Institute. Entrants should have satisfactorily completed Stage 2 of the course.

Stage 3 (I) Examining Body: C.G.L.I.

Room	Day	Time	Subject	Lecturer	Class No
B35	M	7.00–9.00	Practical		B180
B59	W	7.00–9.00	Technology		B182
B59	F	7.00–9.00	Technology		B181

CARPENTRY AND JOINERY CRAFT CERTIFICATE

Course Tutor: W. S. Hunter

Stage 3 of the course is for students who, having reached the age of 18 years and unable to obtain day-release, require to complete their studies for the Craft Certificate of the City and Guilds of London Institute. Entrants should have satisfactorily completed Stage 2 of the course.

The course for the Advanced Craft Certificate is of two years' duration. Entrants should hold or be eligible for the award of a Craft Certificate.

Stage 3 (I) Examining Body: C.G.L.I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
C2	Th.	7.00–9.00	Practical	W. Hough	B161
B16	W	7.00–9.00	Technology	R. James	B162
B16	F	7.00–9.00	Technology		B163

Group B

C4	M	7.00–9.00	Practical	W. Hough	B210
B16	W	7.00–9.00	Technology	R. James	B162
B16	F	7.00–9.00	Technology		B163

CARPENTRY AND JOINERY ADVANCED CRAFT CERTIFICATE

Stage 1 (II) — Examining Body: U.L.C.I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
C2	M	7.00–9.00	Practical	N. Douglas	B164
B58	Tu.	7.00–9.00	Technology	J. D. Allen	B165
B58	F	7.00–9.00	Technology	W. H. Walker	B166

Group B

C2	W	7.00–9.00	Practical		B167
B58	Tu.	7.00–9.00	Technology	J. D. Allen	B165
B58	F	7.00–9.00	Technology	W. H. Walker	B166

Stage 2 (II) — Examining Body: C.G.L.I.

Group A

C2	Tu.	7.00–9.00	Practical	N. Douglas	B170
B32	W	7.00–9.15	Technology	J. Melling	B171
B32	Th.	7.00–9.15	Technology	J. Melling	B172

Group B

C2	F	7.00–9.00	Practical		B209
B32	W	7.00–9.15	Technology		B171
B32	Th.	7.00–9.15	Technology		B172

PLUMBING CRAFT CERTIFICATE

Course Tutor: W. S. Hunter

Stage 3 of the course is for students who, having reached the age of 18 years and unable to obtain day-release, require to complete their studies for the Craft Certificate of the City and Guilds of London Institute. Entrants should have satisfactorily completed Stage 2 of the course.

Stage 3 (I) — Examining Body : C.G.L.I.

Room	Day	Time	Subject	Lecturer	Class No
De.5	Th.	7.00–9.00	Technology		B205
C1	W	7.00–9.00	Practical	R. Balshaw	B174
De.8	Tu.	7.00–9.00	Technology		tB175

CARPENTRY AND JOINERY ADVANCED CRAFT CERTIFICATE

Stage 1 (II) — Examining Body: C.G.L.I.

Group A

Room	Day	Time	Subject	Lecturer	Class No
C2	M	7.00–9.00	Practical	N. Douglas	3164
B58	Tu.	7.00–9.00	Technology	J. D. Allen	3165
B58	F	7.00–9.00	Technology	W. H. Walker	3166

Group B

C2	W	7.00–9.00	Practical		3167
B56	Tu.	7.00–9.00	Technology	J. D. Allen	3165
B58	F	7.00–9.00	Technology	W. H. Walker	3166

Stage 2 (II) — Examining Body: C.G.L.I.

Group A

C2	Tu.	7.00–9.00	Practical	N. Douglas	3170
B32	W	7.00–9.15	Technology	J. Melling	3171
B32	Th.	7.00–9.15	Technology	J. Melling	3172

Group B

C2	F	7.00–9.00	Practical		3209
B32	W	7.00–9.15	Technology		3171
B32	Th.	7.00–9.15	Technology		3172

PLUMBING CRAFT CERTIFICATE

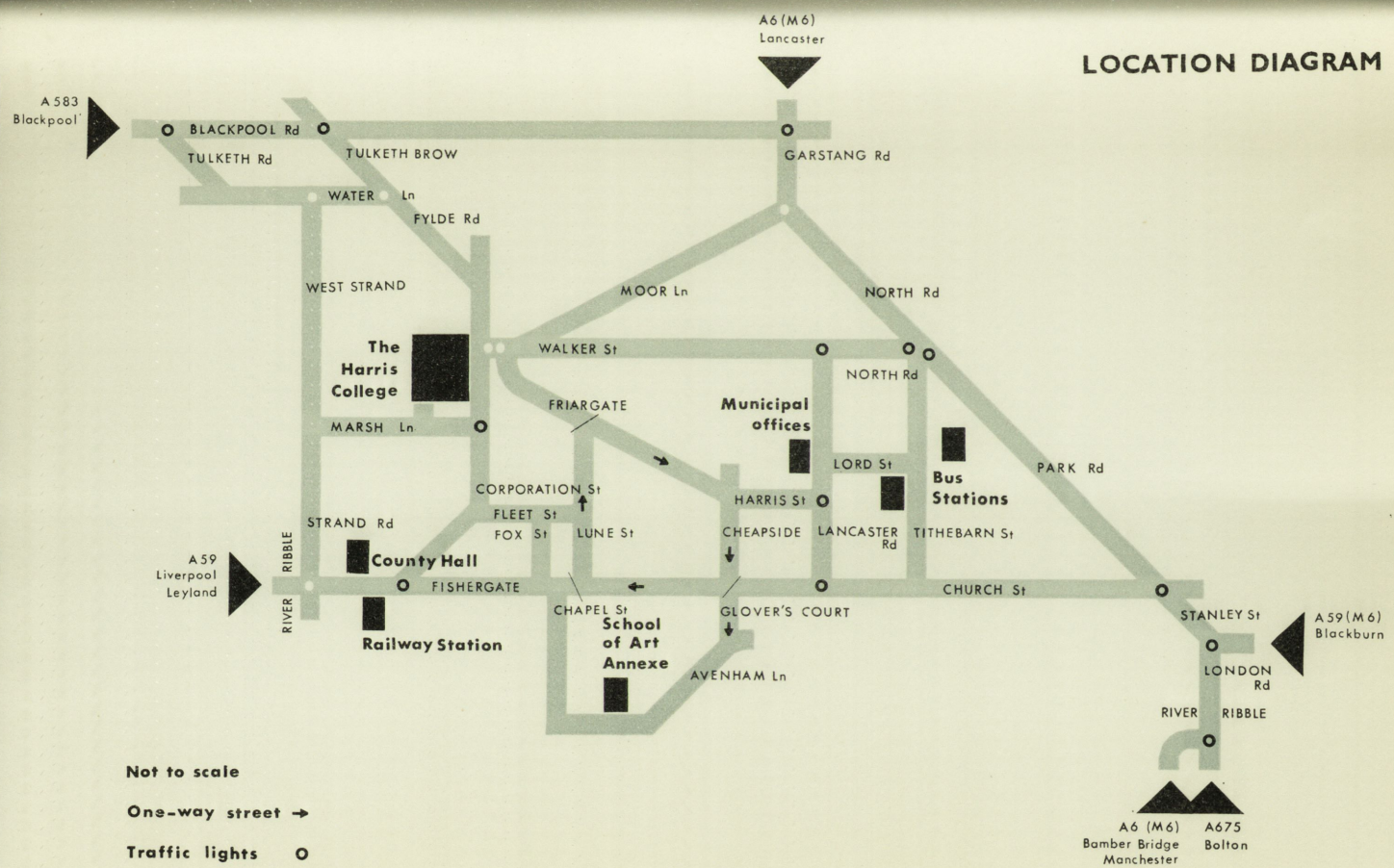
Course Tutor: W. S. Hunter

Stage 3 of the course is for students who, having reached the age of 18 years and unable to obtain day-release, require to complete their studies for the Craft Certificate of the City and Guilds of London Institute. Entrants should have satisfactorily completed Stage 2 of the course.

Stage 3 (I) — Examining Body: C.G.L.I.

Room	Day	Time	Subject	Lecturer	Class No
De.5	Th.	7.00–9.00	Technology		3205
C1	W	7.00–9.00	Practical	R. Belshaw	3174
De.3	Tu.	7.00–9.00	Technology		3175

LOCATION DIAGRAM



Not to scale

One-way street →

Traffic lights O

Head of Department

G. W. COBHAM, B.Com., M.Sc.(Econ), L.C.P., F.C.I.S., A.M.B.I.M.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF BUSINESS AND ADMINISTRATION

Corporation Street, Preston, Lancs.
Telephone: Preston 51831–5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme, and a later amendment to it, the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-eight members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, nine members representative of industry and commerce, and one member representative of the Universities.

THE HARRIS COUNCIL

President: ALDERMAN W. BECKETT, O.B.E., J.P.
(The Right Worshipful the Mayor of Preston)

Vice-President: COUNCILLOR J. HARGREAVES

Alderman J. Atkinson
Councillor W. Bradshaw
Councillor E. W. Bunker
Councillor Mrs. D. M. Dewhurst, J.P.
Councillor A. M. Korn, M.B., Ch.B.
Councillor J. Lund, J.P.
Councillor Mrs. C. Sharples, J.P.
Alderman Mrs. M. A. Wignall, J.P.

Alderman F. Longworth (Chairman of Lancashire County Council)
Councillor J. R. Ashton
Alderman J. Bradley, J.P.
Councillor H. Catlow
Councillor J. P. Ennis, J.P.
Councillor F. Ley
Councillor A. R. Pickles
Councillor P. Windham Hall

G. Grenfell Baines, O.B.E., F.R.I.B.A.
F. D. Crowe, B.Sc. (Eng.)., A.F.R.Ae.S.
C. M. Hey, B.Sc.Tech., A.T.I.
R. A. Hornby, F.C.A.
T. M. Naylor, M.Sc., A.M.I.Mech.E.
P. D. Oakley, B.Sc., F.R.I.C.
Alderman J. W. Taylor, J.P., F.C.I.S.
J. W. Walker
A. D. White, B.Sc., A.R.I.C.

Clerk to the Council:

W. R. TUSON, B.Sc., Chief Education Officer, Municipal Building, Preston, Lancs.

RESEARCH COUNCIL

Several departments of the College are actively engaged in research projects, and to assist in the promotion of research the Harris Council has established a Research Fund, appoints Research Assistants and Research Technicians, and has appointed a sub-committee (known as the RESEARCH COUNCIL) to give active support and consideration to research activities. The Research Council is composed as follows—

Chairman: The President of the Harris Council: Alderman W. Beckett, O.B.E., J.P.

Members: The Vice-President of the Harris Council: Councillor J. Hargreaves.
Professor E. R. Dobbs, University of Lancaster.
Dr. E. G. Edwards, Principal, Bradford Institute of Technology.
J. Jones, A.M.I.Mech.E.
Professor J. Lewis, University of Manchester.
P. D. Oakley, B.Sc., F.R.I.C., Member of the Harris Council.
A. D. White, B.Sc., A.R.I.C., Member of the Harris Council, and Senior Training Officer, U.K.A.E.A., Risley.
Dr. H. Wilkinson, Principal of the Harris College.
Dr. S. Skidmore, Vice-Principal of the Harris College.

ADVISORY BOARDS

The Harris Council is in the process of establishing Advisory Boards for each department of the College. The function of Advisory Boards is to advise the Harris Council, through the College Principal, on professional and technical matters pertaining to the work of the Department in such a way as to further the educational aims of the Department both regionally and nationally. The College Principal, Vice-Principal and the Head of Department are *ex-officio* members, as also is the Clerk to the Harris Council and the Chief Education Officer of the Lancashire County Authority.

Advisory Board for Chemistry, Biology and Metallurgy

Chairman: Professor J. C. Bevington, Department of Chemistry, University of Lancaster.

Members: L. R. Bays, A.R.I.C., P.A.I.W.E., Chemist and Bacteriologist, Fylde Water Board.
G. Browne, F.R.I.C., Chief Chemist, H.M. Chemical Inspectorate, Chorley.
Dr. V. G. Cove, Works Manager, Mond Division, I.C.I. Ltd., Thornton.
A. N. Edmondson, F.R.I.C., F.T.I., Chief Chemist, Birtwistle and Leigh Ltd., Preston.
Professor K. M. Entwistle, Manchester College of Science and Technology.
Professor W. E. Kershaw, Department of Parisitology and Entomology, University of Liverpool.
Professor J. Lewis, University of Manchester.
Dr. A. A. Miller, Group Pathologist, Preston and Chorley Hospital Management Committee.
P. D. Oakley, B.Sc., F.R.I.C.

Advisory Board for Mechanical, Civil and Production Engineering

Chairman: F. D. Crowe, B.Sc. (Eng.), A.F.R.Ae.S., Director and Chief Engineer, British Aircraft Corporation.

Members: Dr. N. G. Calvert, Department of Fluid Mechanics, University of Liverpool.

I. T. Clowes, A.M.I.Prod.E., I.M.C.T., Chief Machine Tool Designer, English Electric Co. Ltd.

P. E. F. Crewdson, Director, Gilbert Gilkes and Gordon, Kendal.

R. Crook, Preston District Secretary, A.E.U.

J. Drake, C.B.E., B.Sc., M.I.C.E., M.I.Mun.E., P.P.Inst.H.E., Lancashire County Surveyor and Bridgemaster.

Professor J. Loxham, College of Aeronautics, Cranfield.

T. E. Tindall, B.A., Training Manager, Leyland Motors Ltd.

LIAISON WITH INDUSTRY AND COMMERCE

The Department of Education and Science and the Ministry of Technology, in collaboration with Local Education Authorities, have set up a limited number of Industrial Liaison Centres throughout the country, based on technical colleges. The Harris College is to become a centre as soon as an Industrial Liaison Officer is appointed.

The functions of the Industrial Liaison Officer will be to make and maintain contact with local industry and commerce in order to promote an appreciation of technical innovation and to encourage the maximum use of technical and educational advisory services nationally available, including those of the College. He will provide practical assistance to industry in the framing of their technical enquiries, and in seeking out the best sources of information and directing enquirers to them.

The Industrial Liaison Officer will welcome enquiries from large or small organisations in connection with their technical or management problems.

Enquiries concerning College courses should be addressed to the Principal, not to the Industrial Liaison Officer.

TEACHING STAFF

Principal: H. WILKINSON, M.Sc.Tech., Ph.D., A.Inst.P.

Vice-Principal: S. SKIDMORE, B.Sc., Ph.D.(Lond.), F.R.I.C.

Full-time Lecturers

R. N. Abbot, B.Sc., G.I.E.E. E
R. Abrahams B
G. Allen, M.A. (Cantab.) S
R. Anderson, B.A. S
A. Arnison, L.I.O.B., F.B.I.C.C., M.R.S.H. B
J. Ashworth, M.Sc.Tech., A.M.C.T. A.T.I., F.C.S. P
J. A. Askew, M.Sc., Dip.Tech.(Eng.), G.I.E.E. E
J Bagot, B.Sc., A.Inst.P. P
J. W. Bailey, D.F.A. (Lond.) A
Mrs. E. J. G. Bairsto, B.A., F.R.G.S. BA
J. A. Barker, B.Sc. M
D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
G. J. Blackledge, B.Sc. P
S. Blake, B.A., Ph.D. C
A. Boom, Dip.Ed. S
H. Bowden, B.A. S
T. H. Bower, A.B.I.C.C., A.R.S.H. B
K. Bowker E
J. Braddock M
J. Brennand M
J. Briscoe, B.Sc., A.M.I.Mech.E. M
S. Britland, B.Sc. C
G. A. Brooke, B.Sc. P
J. A. Burton, A.M.I.Prod.E., A.M.I.Mech.E. M
N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E. M
D. Byford, B.A., Dip.Ed. S
S. R. Cardwell, A.I.A.S., A.I.O.B. B
G. S. Catterall, A.M.I.Prod.E. M
Mrs. B. D. Cave, F.S.C.T., A.F.T.Com. BA
D. M. Clapp, B.Sc., Ph.D., A.M.I.C.E., A.M.I.Mech.E. M
G. W. Cobham, B.Com., M.Sc.(Econ.), L.C.P., F.C.I.S., A.M.B.I.M. BA
A. G. Cottom, A.C.W.A. BA
T. H. Cowperthwaite E
T. H. Crisp, M.I.B.S.M. B
J. Cross, A.B.I.C.C. B
F. R. Dean, M.Sc., A.Inst.P., A.T.I. P
A. Dickson M
A. Diggles W
J. Ditchfield, F.I.B.D. A
J. Donnelly, B.Sc. C
F. H. Downham E
H. Duckworth, A.M.I.E.E. E
R. Duddle, G.I.E.E. E
S. L. Duxbury, B.Sc. M
L. J. Eccles M
R. T. Egerton, B.Sc. P
S. E. Egerton, G.I.E.R.E. E
H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol. C
W. E. Evison, B.Sc., Ph.D. BA
J. S. Fisher, B.Sc. P
P. J. Gaule, B.Comm.(Dublin) BA
Miss R. H. Gibbins, B.Sc. S
D. M. Glen A
S. Good, A.R.C.A. A
R. Greenhalgh M
E. S. Greening, B.Sc., A.F.R.Ae.S. P
F. W. Grimshaw, M.I.E.D., A.M.I.Mech.E. M
C. P. R. Gunstone M
S. Hales M
R. O. Hall, B.Sc.Tech., A.M.C.T., A.M.I.E.E. E
Mrs. B. J. Harrison G
Miss P. Harrison, A.T.D. A
H. Hartley, B.Sc.(Eng.), A.M.I.E.E. E
R. Hatton, A.M.I.Mech.E. M
Mrs. S. C. Heywood, S
K. D. Hicks, A.R.C.A. A
R. Hodkinson, B.Sc. P
R. H. Hodson, S.T.A.C., F.I.A.L. S
S. Hogg, M.I.Ptg.M. A
G. F. Hollingworth A
A. R. Howells, B.Sc., Grad.Inst.P. P
R. J. Hudson, B.Sc.(Econ.), A.C.C.A. BA
T. A. Hulton, A.M.I.M.I. M
W. S. Hunter, A.I.O.B. B
D. A. Jenkins, M.Sc., A.R.I.C. C
W. B. Jepson, B.Sc., Ph.D. C
D. Q. King, M.A. A
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
Miss G. M. Lea, B.A. S
A. Lewis, G.I.E.E. E
J. Lindley B

S. B. Lucas, B.Sc.	P
I. J. Lund	M
D. McKenzie, B.Sc.	M
J. M. McMaster	S
J. McRory	M
D. Maddox	S
M. J. Manning, B.Sc.(Eng.), A.F.R.Ae.S.	M
D. J. Marks, B.Sc., Ph.D.	C
D. P. Marples	G
G. R. Marr, M.Sc., A.Inst.P.	P
B. Marshall, A.M.I.E.E.	E
R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T.D., M.I.M.I.	M
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E., A.M.I.E.I.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
J. Paris, M.A., B.Litt.(Oxon.)	A
A. G. Parker, M.Sc.	M
H. C. Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
Miss I. Parsonage, A.C.I.S.	BA
F. K. Pearson, A.M.I.M.I.	M
L. Penrice, A.R.C.A.	A
A. D. Powell, Cert.R.A.S.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B.	B
L. J. Pulford, M.R.S.H., M.R.P.A.	B
G. T. Ramsden	M
K. Redhouse, A.I.O.B., M.R.S.H.	B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S.	P
Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
H. Roberts, Dipl.Ing., A.M.I.Mech.E.	M
C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
E. Schofield, B.A.(Com.), A.C.I.S.	BA
P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
R. J. Simpson, B.Sc.	E
N. T. Slater, B.Sc., A.M.I.E.E.	E
Mrs. T. M. Stableford	BA
D. Swift, B.A.	S
J. H. Taylor, B.Sc., Ph.D.	C
J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
J. Tirrell, Dip. Tech.	M
J. R. Topping, B.Sc.(Econ.), A.C.C.S., F.R.G.S.	BA
J. Unsworth, B.Sc.	P
J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H., M.R.P.A.	B
F. Walmsley, A.M.A.S.E.E., A.M.I.T.E.	E
T. D. Walshaw, D.L.C.(Eng.), B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
F. Whelan	M
J. B. Wignall, B.A.	P
K. E. Wilder	M
J. Wilson, M.A., G.I.E.E.	E
R. Wood, A.M.I.Mech.E., A.M.I.Prod.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A., A.C.C.S.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

Vacancy (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Miss M. A. Coop
Mrs. B. M. Crook
Miss M. A. Hoskinson
Miss D. Howarth
Mrs. M. J. Maddock
Miss C. M. Massey
Miss E. Shillito
Miss J. H. Slee
Mrs. C. Taylor
Miss J. S. Webster
Mrs. T. H. Holland

Telephonists:

Mrs. P. B. Bamford
Mrs. B. Kerry

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

E. Davis (Assistant Engineer)
R. Holmes (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
V. S. Baron
M. Fergus
R. Fletcher
H. Mee
W. Pullen
K. Wharton

Groundsman:

G. Cowell

Nightwatchmen:

S. Bitcon
F. S. Miller

Avenham Premises:

J. Crane (Caretaker)

CALENDAR

1965–66 SESSION

1965

Thursday	9th September	General Staff Meeting, 10-30 a.m.
Monday	13th September	Enrolment, first day
Tuesday	14th September	Enrolment, second day
Wednesday	15th September	Enrolment, last day
Monday	20th September	All day and evening classes commence for the Autumn term
Friday	17th December	All departments close for Christmas after evening classes

1966

Monday	3rd January	All classes re-open for the Spring term.
Tuesday	15th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	1st April	All departments close for Easter after evening classes
Monday	18th April	All classes re-open for the Summer term
Friday	27th May	All departments close for Whitsuntide after evening classes
Monday	6th June	All classes re-open
Friday	1st July	All classes close: end of session
Friday	8th July	End of term: submission of reports

1966-67 SESSION

1966

Thursday	15th September	Staff Meeting
Monday	19th September	Enrolment, first day
Tuesday	20th September	Enrolment, second day
Wednesday	21st September	Enrolment, last day
Monday	26th September	Classes commence

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Students will be enrolled between the times:

10.0 a.m. to 12.30 p.m.
1.30 p.m. to 4-30 p.m.
5-30 p.m. to 8-30 p.m.

on the following days:

Monday, 13th September, 1965
Tuesday, 14th September, 1965
Wednesday, 15th September, 1965

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

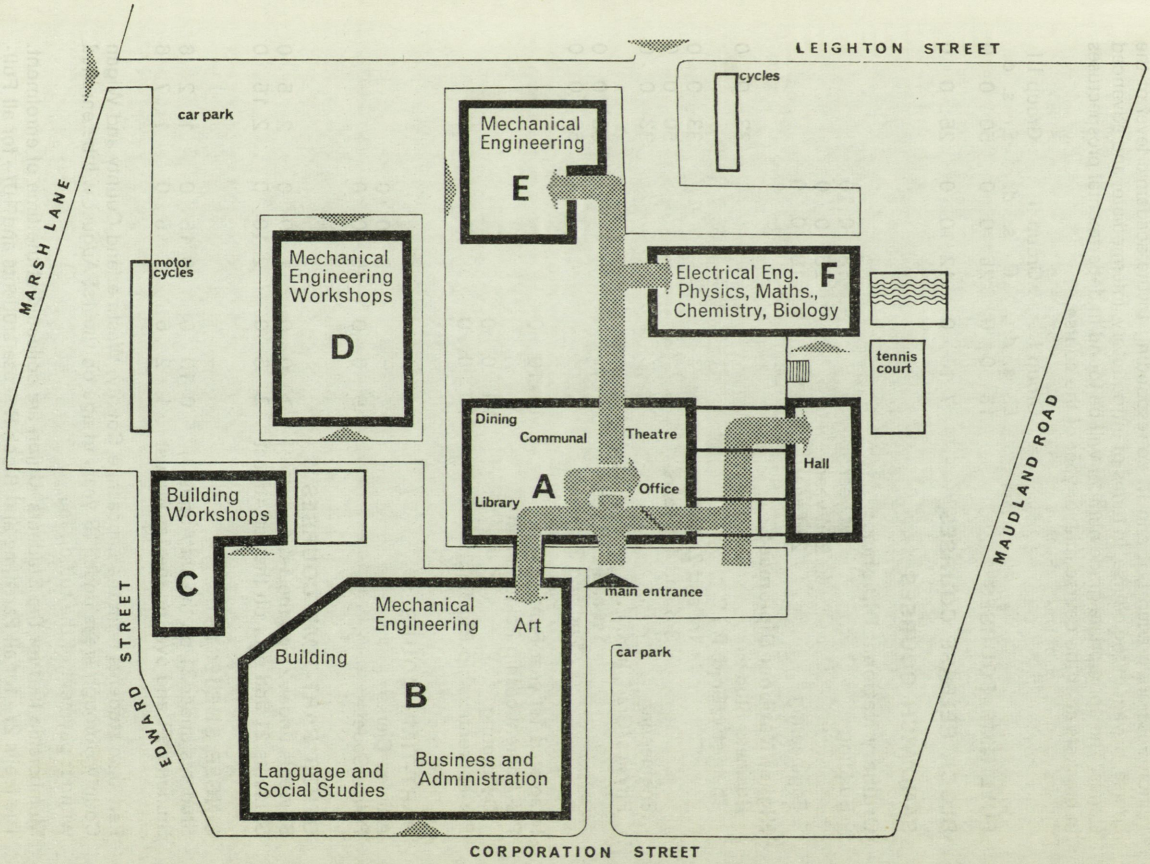
A Block
College Office and enquiries

B Block
School of Art (B7 and B8)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48, B49 and B50)
Language and Social Studies Department (B52 and B55)

E Block
Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block
Chemistry and Biology Department (F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
Mechanical Engineering
E
MARSH LANE
motor cycles
Mechanical Engineering Workshops
D
Electrical Eng. Physics, Maths., Chemistry, Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
MAUDLAND ROAD
EDWARD STREET
Mechanical Engineering
Art
Building
B
car park
Language and Social Studies
Business and Administration
CORPORATION STREET

TUITION FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate grade number will be found in departmental prospectuses in brackets after the course title, or year of the course.

	Group I			Group II			Group III		
	£	s.	d.	£	s.	d.	£	s.	d.
FULL-TIME COURSES	15	0	0	25	0	0	50	0	0
BLOCK RELEASE COURSES	7	10	0	12	10	0	25	0	0
SANDWICH COURSES									
Ordinary National Diplomas:									
Building 1st year				18	0	0			
2nd year				25	0	0			
Engineering 2nd year				18	0	0			
Higher National Diplomas:									
Business Studies							33	0	0
Chemistry/Grad. R.I.C.									
1st and 2nd years							33	0	0
3rd and 4th years							50	0	0
Engineering							33	0	0
Physics/Grad. Inst. P.									
1st and 2nd years							33	0	0
2nd and 3rd years							50	0	0
Integrated 1st year Printing	12	10	0						
Pre-Apprenticeship Painting and Decorating	10	0	0						
Pre-apprenticeship Building	10	0	0						
PART-TIME COURSES									
Articled Clerks				3	0	0			
Police Cadets	9	0	0	15	0	0			
OTHER PART-TIME COURSES									
Students under 21 on the 1st August	1	0	0	1	10	0	2	5	0
Students 21 and over on the 1st August	2	5	0	2	10	0	2	15	0
SINGLE SUBJECTS									
Students under 21 on the 1st August	0	10	0	0	15	0	1	2	6
Students 21 and over on the 1st August	1	2	6	1	5	0	1	7	6

Part-time students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Membership fees for the Students' Union are collected at the time of enrolment. The fee is 2/– for all Part-time and Block Release students and 10/– for all Full-time and Sandwich Course students (see page xvi).

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable. Suspended or excluded students automatically lose membership of the Students' Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will after the fourth week of session be notified of the absence of their employees, and will receive copies of students sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments, including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid by the student at the time of entry: accounts cannot be sent to employers.

Students will not be informed individually of the last dates of entry or of timetables of examinations, but these will be published on departmental notice boards. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	16th December, 1965
Union of Lancashire and Cheshire Institutes, series A	22nd January, 1966
Assessed papers for National Certificate courses, including endorsements	4th February, 1966
General Certificate of Education papers (N.U.J.M.B.)	11th February, 1966
Union of Lancashire and Cheshire Institutes, series B and C	18th February, 1966
City and Guilds of London Institute	23rd February, 1966
Royal Society of Arts, Summer series	6th May, 1966

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £3 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 7s. 6d. per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted. In the event of a Joint Committee agreeing to the re-examination of a student in a subject, the student will be required to pay the full cost of the re-examination, or to share the cost proportionately should more than one student be involved in the same re-examination.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

GRANTS

Full-time or College-based Sandwich Course students qualified for admission to he College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following :—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he has thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges. It is affiliated to the National Union of Students.

The membership fee is 10/- for full-time students, 2/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies. A Student Union Handbook, issued free to members, describes the activities of the Union.

Officers of the Students' Union:

President:	Mr. R. D. Johnson
Vice-President:	Mr. G. Nickson
Secretary:	Mr. D. Broadbent
Student Treasurer:	Mr. J. F. Stackhouse
Hon. Treasurerr	Mr. D. Swift

Dances and other major social events are regularly arranged in the College and in the town. A Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

An unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Ty	Trinity County Secondary School
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A., A.L.A.
G. W. Smith, A.L.A.

Librarian Assistants: Mrs. C. A. Blackledge
Miss J. A. Clarkson (on secondment)
Miss C. M. Rogers

The College Library, which is available to all students for reference purposes, has at present a stock of some 14,000 books, together with several thousand bound volumes of periodicals. 350 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags in the racks provided at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturers: D. P. Marples, Dip.P.E., Carnegie College (on secondment)
J. Gridley, A.G.A.
Mrs. B. J. Harrison, Dip.P.E., Dartford College.

Part-time staff:

A. Crowther
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Athletics
Badminton
Basket ball
Canoeing and sailing
Cricket
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Volley ball
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc.

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 2/- will be collected.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1965.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF BUSINESS AND ADMINISTRATION

Telephone – Preston 51831 Ext 17

Head of Department
G. W. Cobham, B.Com., M.Sc.(Econ.) L.C.P., F.C.I.S., A.M.B.I.M.

FULL-TIME STAFF

Senior Lecturer in Management

W. E. Evison, B.Sc., Ph.D.

Lecturers in Professional Studies

P. J. Gaule, B.Comm. (Dublin)
J. R. Meredith, B.Com. (Lond.), A.M.B.I.M.
E. Schofield, B.A.(Com.), A.C.I.S.
J. R. Topping, B.Sc.(Econ.), F.R.G.S., A.C.C.S.

Assistant Lecturers

Mrs E. J. G. Bairsto, B.A., F.R.G.S.
Mrs. B. D. Cave, F.S.C.T., A.F.T Com.
A. G. Cottom, A.C.W.A.
R. J. Hudson, B.Sc. (Econ.), A.C.C.A
B. Mellody, A.C.A.
Miss I. Parsonage, A.C.I.S.
Miss E. M. Rigg, B.A.
Mrs. T. M. Stableford
J. E. Varley, B.A. Admin.
Vacancy

PART-TIME STAFF

F. R. Anderton
J. Atkinson, A.I.M.T.A.
J. G. R. Barker, A.M.I.P.M., A.M.B.I.M.
Miss D. Berry
J. D. Blackburn, A.C.W.A.
W. Bone, A.M.I.Mech.E., A.M.I.Prod.E.
N. C. Buckle, B.Sc. (Econ.)
J. H. Brooks, A.R.I.C., A.M.B.I.M.
Mrs. J. B. Bushnell, P.C.T.
Mrs. M. J. Butterfield
D. Chapman
G. A. Chapman
D. L. Clarke, A.I.M.T.A.
R. Cocker, A.C.W.A.
D. C. Y. Dickson
E. Farnworth, A.M B.I.M.
P. Fitzhugh
P. Flatley, B.Sc., A.R.S.M.
J. T. Garratt, A.C.I.I., A C.I.B.
Mrs. E. J. Georgeson, F.S.C.T.
S. Graham, A A.C.C.A.
P. Hancock, A.C.A.
J. R. Hartley, B.A., A.I.M.T.A.
Mrs. J. Hayton
C. Heywood
Mrs. C. Higgins
C. Hill
S. Husband, A.C.W.A.
H. Johnstone, A.I.M.T.A., A.S.S.A.
F. D. Jones, B.A.
H. K. Jones, A.C.I.I.

I. H. Kay
H. A. Kench, M.I.P.E.
C. B. Lax, F.S.S.
D. Lyon, A.C.A
T. B. Maund, A.M.Inst.T.
M. H. McCann, LL.B.
N. McCormick, A.I.M.T.A.
P. McLaughlin, A.C.I.I.
Mrs. E. Moon
Mrs. B. Pierce
B. Ridgway, A.C.I S.
J. F. Rigby, A.C I.I
C. H. Riley, A.I.B.
A. Sample, A.C.I.S.
B. A. Sharples, A.M.Inst.T.
Miss I. Sharples
Miss O. M. Siddall
B. Sidwell, B.A.
J. Smith, A.I.M.T.A.
J. I. Smith, A.I.M.T.A.
F. Stanton, A.C.A.
Mrs. L. Stewart, M.I.P.S.
R. Sumner, A.C.C.S.
L. Taylor, A.C.W.A.
T. S. Thomas
M. A. Thompson, A.C.W.A.
D. A. Tuck, A.I.M.T.A.
J. G. Turner, LL..B.
K. Turner, A.I.M.T.A.
R. B. Wade, A.C.I.I.
E. J. Whittle, B.A.
F. V. Willcox
Mrs. C. Woods

Office Machines Technician

B. Parker

LIST OF COURSES

Full-Time Day page

Higher National Diploma in Business Studies (3 years) 62
Ordinary National Diploma in Business Studies (two years) 63
Day Secretarial (one or two years) 65
Day Commercial (one year) 65

Part-Time Day and Evening

Association of Certified and Corporate Accountants, Intermediate 67
Institute of Bankers Diploma in Banking, Parts 1 and 2 68
Institute of Chartered Accountants, Intermediate 68
Institute of Cost and Works Accountants, Parts 1 to 5 69
Institute of Municipal Treasurers and Accountants, Intermediate 71
Diploma in Municipal Administration, Intermediate and Final 72
Chartered Institute of Secretaries, Intermediate and Final 73
Corporation of Secretaries, Intermediate and Final 73
Institute of Legal Executives, Associates and Fellowship 75
Institute of Transport, Graduateship Parts 1 and 2 76
Chartered Insurance Institute, Associateship, Parts A and B 77
Diploma in Works Management 79
Institute of Marketing and Salesmanagement, Part 1 80
Industrial Administration 81
Certificate in Supervisory Studies 78
Work Study, C.G.L.I. 82
Certificate in Office Studies 83
Ordinary National Certificate in Business Studies 84
Higher National Certificate in Business Studies 85
Commercial Apprenticeship Scheme 86
National Council for the Training of Journalists 87
Office Skills—Shorthand, Typewriting and Office Practice 89
Office Skills—Audio-typing 89

Evening Only

General Certificate of Education, Advanced Level 83
Foremanship and Supervision 77
Certificate in Works Management 79
United Commercial Travellers' Association, Diploma 81
Institute of Commercial and Technical Representatives 81
Industrial Administration 82
B.Sc.(Econ.), Part 1, University of London 82
Ordinary National Certificate in Business Studies (1st year only) 85
Teachers' Certificate in Shorthand and in Typewriting 88
Office Skills—Shorthand, Typewriting and Office Practice 90
Shorthand Typists' Proficiency Certificate 92
Private Secretarial Diploma 92

Special Courses

Courses of an intensive and practical nature on special topics related to Management, Office Organisation, Accounting, Electronic Data Processing, Work Study, Cost Reduction, Budgetary Control, etc.

1965/66 Session :–

Elements of Supervision, 8 weeks from 4th October, 1965 94
Elements of Supervision, 8 weeks from 7th February, 1966 94
Work Study, 5 weeks from 16th November, 1965 94
Control Information, 5 weeks from 11th January, 1966 94

FULL-TIME COURSES

HIGHER NATIONAL DIPLOMA IN BUSINESS STUDIES (III)

This is a three year course of the "sandwich" type which links alternate periods of full-time college studies with periods of practical training within a business house. These periods will each be of approximately six months duration. The college periods will also include at least two residential weekends of special study.
On entry to the course, candidates must:–

(1) be not less than eighteen years of age,

(2) hold the General Certificate of Education at Ordinary level in English and in three other subjects from Mathematics, Geography, History, a language other than English, Science, Commerce, and

(3) hold the General Certificate of Education at Advanced level in at least one subject, or

(4) hold a good standard Ordinary National Diploma or Certificate in Business Studies.

Works based students will be those already employed in business or those recruited by companies for secondment to the course. In such cases the employer will provide each period of internal business training.

College based students will be those joining the course on their own initiative straight from school. Help will be given to them in finding suitable internal business training, and this may be undertaken with more than one company to widen the students' experience.

The award of the Diploma will be based upon:–

(1) success in the examinations in each year in each subject.

(2) making not less than 80% of the possible attendances in each year.

(3) submission of a thesis of approximately 5,000 words upon an approved business topic.

(4) the passing of an oral examination on the subject of the thesis.

The award of the Diploma carries with it exemption from the intermediate examination and exemption from certain subjects in the final examination of a large number of professional associations in business. The course itself covers the major part of the work required for the final examinations of the Association of Certified and Corporate Accountants, the Institute of Cost and Works Accountants, the Chartered Institute of Secretaries and the Corporation of Secretaries.

Grants from local authorities, on the same level as those given to university students, may be available to assist students during their full time attendance at the College.

The curriculum for the Higher National Diploma course is as follows:–

First year	Applied Economics	Accounting
	Mercantile Law	Statistics
	Business Organisation	General studies
Second year	Applied Economics	Advanced Accounting
	Industrial Law	Office Organisation
	Costing, or	General studies
	Secretarial and Administrative Practice	

Third year	Advanced Economics	Business Finance
	Company Law	Human relations
	Costing	Research project
		General studies

Candidates for admission to this course should apply for a form of application from the College office. An interview will be arranged after the completed form has been returned to the Head of the Department.

ORDINARY NATIONAL DIPLOMA IN BUSINESS STUDIES

This is a two-year course designed to give students a thorough and practical business training, covering the basic subjects of Accounting, Law and Economics, and including a much wider curriculum to prepare students for the major professional qualifications available in Accountancy, Banking, Insurance, Company Secretaryship, Costing, Transport and Local Government. In addition, the course includes an intensive study of a modern foreign language or, alternatively, shorthand and typewriting.

Students on entry must have reached the age of 16 and (i) hold a General Certificate of Education (Ordinary level) in English and three other subjects from Mathematics, Geography, History, a language other than English, Science, Commerce, OR (ii) have passed some other examination of equivalent standard.

This diploma is the hallmark of a basic, general education in business and it is accepted as an exempting qualification on a subject for subject basis by a number of professional associations at their Intermediate examination level.

Candidates for admission to this course should apply for provisional acceptance during their final school term. An application form can be obtained from the College office. A definite decision about the acceptance of a student cannot be reached until the G.C.E. results are available.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B61	M	9.00–10.00	Economic History	B. Mellody	BA1
B47		10.00–11.00	Typewriting	Mrs. T. M. Stableford	BA2
B45		11.15–12.15	Shorthand	Miss I. Parsonage	BA3
B47		1.45–2.45	Elements of Statistics	G. W. Cobham	BA4
B63		2.45–3.45	English I	Mrs. E. J. G. Bairsto	BA5
B47		4.00–5.00	Typewriting	Mrs. T. M. Stableford	BA6
B47	Tu	9.00–10.00	Typewriting	Mrs. T. M. Stableford	BA7
B61		10.00–11.00	Office Practice	B. Mellody	BA8
B47		11.15–12.15	Typewriting	Mrs. T. M. Stableford	BA9
B47		1.45–2.45	Structure of Commerce	A. G. Cottom	BA10
B12		2.45–3.45	Economic History	B. Mellody	BA11
B47		4.00–5.00	English I	Mrs. E. J. G. Bairsto	BA12
B66	W	9.00–10.00	Structure of Commerce	A. G. Cottom	BA13
B47		10.00–11.00	Shorthand	Miss I. Parsonage	BA14

Room	Day	Time	Subject	Lecturer	Class No
B66		11.15–12.15	Elements of Statistics	G. W. Cobham	BA15
B47		1.45–2.45	Typewriting	Mrs. T. M. Stableford	BA16
B61		2.45–3.45	Accounting I	P. J. Gaule	BA17
B61		4.00–5.00	English I	Mrs. E. J. G. Bairsto	BA18
B47	Th.	9.00–10.00	Shorthand	Miss I. Parsonage	BA19
B45		10.00–11.00	Typewriting	Mrs. T. M. Stableford	BA20
B47		11.15–12.15	Structure of Commerce	A. G. Cottom	BA21
B61		1.45–3.45	Accounting I	P. J. Gaule	BA22
A8		4.00–5.00	Physical Recreation	C. M. Robinson	G18
B61	F	9.00–10.00	Elements of Statistics	G. W. Cobham	BA23
B47		10.00–11.00	Typewriting	Mrs. T. M. Stableford	BA24
B47		11.15–12.15	English I	Mrs. E. J. G. Bairsto	BA25
		1.45–2.45	Liberal Studies		S11
B61		2.45–3.45	Office Practice	B. Mellody	BA26
B61		4.00–5.00	English I	Mrs. E. J. G. Bairsto	BA27

2nd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B63	M	9.00–10.00	Shorthand	Mrs. T. M. Stableford	BA28
B63		10.00–11.00	Economic Geography	Mrs. E. J. G. Bairsto	BA29
B63		11.15–12.15	Economics	R. J. Hudson	BA30
B58		1.45–2.45	British Constitution	J. R. Topping	BA31
B49		2.45–3.45	Typewriting	Mrs. B. D. Cave	BA32
B63		4.00–5.00	English II	Mrs. E. J. G. Bairsto	BA33
B63	Tu.	9.00–10.00	English II	Mrs. E. J. G. Bairsto	BA34
B63		10.00–11.00	General Principles of Law	E. Schofield	BA35
B61		11.15–12.15	Economics	R. J. Hudson	BA36
B63		1.45–2.45	Accounting II	E. Schofield	BA37
B63		2.45–3.45	Economic Geography	Mrs. E. J. G. Bairsto	BA38
A8		4.00–5.00	Physical Recreation	C. M. Robinson	G9
B63	W	9.00–10.00	British Constitution	J. R. Topping	BA39
B63		10.00–11.00	Extended Essay	J. R. Topping	BA40
B63		11.15–12.15	General Principles of Law	E. Schofield	BA41
B63		1.45–2.45	English II	Mrs. E. J. G. Bairsto	BA42
B45		2.45–3.45	Shorthand	Mrs. T. M. Stableford	BA43
B45		4.00–5.00	Office Practice	J. R. Meredith	BA44
B45	Th.	9.00–10.00	Shorthand	Mrs. T. M. Stableford	BA45
B61		10.00–11.00	Economics	R. J. Hudson	BA46
B32		11.15–12.15	Accounting II	E. Schofield	BA47
B45		1.45–3.45	Typewriting	Mrs. B. D. Cave	BA48
B45		4.00–5.00	General Principles of Law	E. Schofield	BA49
B63	F	9.00–10.00	Extended Essay	J. R. Topping	BA50
B63		10.00–11.00	Economic Geography	Mrs. E. J. G. Bairsto	BA51
B63		11.15–12.15	Economics	R. J. Hudson	BA52
		1.45–2.45	Liberal Studies		S
B49		2.45–5.00	Accounting II	E. Schofield	BA53

DAY SECRETARIAL COURSE (II)

This is a course covering either one or two years designed for students who wish to prepare themselves for secretarial and clerical appointments in the offices of industrial and professional firms, posts in local government offices and similar employment. Intending students must have obtained a good General Certificate of Education or its equivalent, in at least three subjects including English Language, or must pass a College Entrance Examination.

Students enter for the examinations of the Union of Lancashire and Cheshire Institutes and of the Royal Society of Arts, the majority of them taking the Shorthand Typists' Certificate, either Intermediate or Advanced. Students may also add to their General Certificate of Education some commercial subjects.

Intending students should complete and return an application form obtainable from the College Office.

Room	Day	Time	Subject	Lecturer	Class No
B49	M	9.00–10.00	Calculations	A. G. Cottom	BA54
B49		10.00–11.00	Local Government	J. R. Topping	BA55
B49		11.15–12.15	English	Miss E. M. Rigg	BA56
B49		1.45–2.45	Typewriting	Mrs. B. D. Cave	BA57
B58		2.45–3.45	Commerce	R. J. Hudson	BA58
B49		4.00–5.00	Typewriting	Mrs. B. D. Cave	BA59
B49	Tu.	9.00–10.00	Commerce	R. J. Hudson	BA60
B49		10.00–11.00	English	Miss E. M. Rigg	BA61
B49		1.15–12.15	Shorthand	Miss I. Parsonage	BA62
B49		1.45–2.45	Accounting I	B. Mellody	BA63
B21		2.45–3.45	English	Miss E. M. Rigg	BA64
B49		4.00–5.00	Office Practice	A. G. Cottom	BA65
B49	W	9.00–10.00	English	Miss E. M. Rigg	BA66
B49		10.00–11.00	Typewriting	Mrs. B. D. Cave	BA67
B49		11.15–12.15	Local Government	J. R. Topping	BA68
B49		1.45–2.45	Commerce	R. J. Hudson	BA69
B49		2.45–3.45	Typewriting	Mrs. B. D. Cave	BA70
B49		4.00–5.00	Calculations	A. G. Cottom	BA71
B49	Th.	9.00–10.00	English	Miss E. M. Rigg	BA72
B49		10.00–11.00	Office Practice	A. G. Cottom	BA73
B49		11.15–12.15	Shorthand	Miss I. Parsonage	BA74
		1.45–3.45	Accounting I	B. Mellody	BA75
B49		4.00–5.00	Typewriting	Mrs. B. D. Cave	BA76
B49	F	9.00–11.00	Typewriting	Mrs. B. D. Cave	BA77
B49		11.15–12.15	Shorthand	Miss I. Parsonage	BA78
		1.45–2.45	Liberal Studies		S11
B50		2.45–3.45	Calculations	A. G. Cottom	BA79
A8		4.00–5.00	Physical Recreation	C. M. Robinson	G24

DAY COMMERCIAL COURSE (I)

This is a one-year course of intensive training and is designed chiefly to meet the needs of girls who wish to prepare themselves for clerical posts.

At the end of the course students of good ability should be able to attain a speed in shorthand approximating to 90 words per minute and a speed in typewriting of 40/50 words per minute. They will enter for the appropriate examinations of the U.L.C.I. and the R.S.A. Selected students might also be able to take the General Certificate of Education in commercial subjects.

Intending students will be required to submit recent school reports and may also be required to pass a College Entrance Examination. In making the selection for admission to the course special attention will be paid to a candidate's proficiency in English and Arithmetic.

Students wishing to secure a place should obtain an application form from the College office. This form should be completed by the applicant, signed by his or her headteacher and then returned to the College during April in each year. An interview will then be arranged.

Room	Day	Time	Subject	Lecturer	Class No
B47	M	9.00–10.00	Typewriting	Miss I. Parsonage	BA80
B61		10.00–11.00	English	Miss E. M. Rigg	BA81
B47		11.15–12.15	Shorthand	Mrs. T. M. Stableford	BA82
		1.45–2.45	Commerce	A. G. Cottom	BA83
B45		2.45–3.45	Typewriting	Miss I. Parsonage	BA84
B58		4.00–5.00	Calculations	R. J. Hudson	BA85
B61	Tu.	9.00–10.00	English	Miss E. M. Rigg	BA86
B47		10.00–11.00	Typewriting	Miss I. Parsonage	BA87
B63		11.15–12.15	Geography	Mrs. E. J. G. Bairsto	BA88
B61		1.45–2.45	English	Miss E. M. Rigg	BA89
B61		2.45–3.45	Calculations	R. J. Hudson	BA90
A8		4.00–5.00	Physical Recreation	C. M. Robinson	G9
B47	W	9.00–10.00	Typewriting	Miss I. Parsonage	BA91
B66		10.00–11.00	English	Miss E. M. Rigg	BA92
B47		11.15–12.15	Typewriting	Miss I. Parsonage	BA93
B65		1.45–3.45	Book-keeping	A. G. Cottom	BA94
B65		4.00–5.00	Shorthand	Mrs. T. M. Stableford	BA95
B61	Th.	9.00–10.00	Commerce	A. G. Cottom	BA96
B47		10.00–11.00	Typewriting	Miss I. Parsonage	BA97
B61		11.15–12.15	Calculations	R. J. Hudson	BA98
B47		1.45–2.45	Book-keeping	A. G. Cottom	BA99
B47		2.45–3.45	Shorthand	Mrs. T. M. Stableford	BA100
B47		4.00–5.00	Typewriting	Miss I. Parsonage	BA101
B47	F	9.00–10.00	Typewriting	Miss I. Parsonage	BA102
B61		10.00–11.00	Commerce	A. G. Cottom	BA103
B61		11.15–12.15	English	Miss E. M. Rigg	BA104
		1.45–2.45	Liberal Studies		S
B63		2.45–3.45	Geography	Mrs. E. J. G. Bairsto	BA105
B47		4.00–5.00	Typewriting	Miss I. Parsonage	BA106

PROFESSIONAL COURSES

Full courses will be held for the Intermediate and Final Examinations of the professional bodies in Accountancy, Banking, Cost Accountancy, Secretaryship, Municipal Treasurers and Local Government, for the Graduate Examination of the Institute of Transport, the Associateship examination of the Chartered Insurance Institute and the Institute of Legal Executives.

In certain cases students may attend day-time classes for part of their course. Such classes are shown separately in the timetables set out below.

Intending students should obtain a copy of the current regulations of the appropriate professional body before embarking upon a course of study. Students are responsible for making sure that they can comply with such regulations as are in force from time to time.

ASSOCIATION OF CERTIFIED AND CORPORATE ACCOUNTANTS
INTERMEDIATE (II)

Day Classes

Section 1

Room	Day	Time	Subject	Lecturer	Class No
	Th.	1.45–3.15	Business Statistics, or	G. W. Cobham	BA111
B66	F	10.45–12.15	Business Statistics	G. W. Cobham	BA112
B66	Th.	1.45–3.15	Book-keeping and Accounts, or	E. Schofield	BA113
B66	F	1.45–3.45	Accounting I	J. R. Meredith	BA114
B46	Th.	3.30–5.00	Economics	J. R. Topping	BA115

Section 2

B65	M	9.00–11.00	Mercantile Law	E. Schofield	BA116
B65	M	11.15–12.15	Accounting III, and	E. Schofield	BA117
B65	M	1.45–2.45	Accounting III	E. Schofield	BA117

Evening Classes

Section 1

B62	W	5.45–7.15	Business Statistics	C. B. Lax	BA118
B62	W	7.15–9.15	Economics	N. C. Buckle	BA119
B62	Th.	7.15–9.15	Book-keeping and Accounts	S. Graham	BA120
Ty.11	Th.	6.30–8.30	Accounting I	P. Hancock	BA121
B63	Th.	7.15–9.15	Accounting (Intermediate)	A. G. Cottom	BA122
B63	Tu.	7.15–9.15	Costing	R. Cocker	BA123
Ty.8	F	7.15–9.15	Costing	R. Cocker	BA124

Section 2

B61	M	6.15–7.45	Mercantile Law	P. J. Gaule	BA125
	W	7.00–8.15	Taxation		BA126
	W	8.15–9.15	Auditing		BA127
B65	Th.	6.15–8.15	Book-keeping and Accounts	E. Schofield	BA128

Candidates holding the Ordinary National Certificate in Business Studies with passes at credit level may be granted subject for subject exemption from the above Intermediate Examination in Book-keeping and Accounts 1, Mercantile Law, and Economics and Business Statistics. The Association are also prepared to consider the exemption of holders of a Higher National award from their subjects of Costing and Book-keeping and Accounts 2 where the syllabus for the latter includes Taxation

Syllabuses and regulations for admission can be obtained from the Secretary, The Association of Certified and Corporate Accountants, 22 Bedford Square, London, W.C.1.

INSTITUTE OF CHARTERED ACCOUNTANTS INTERMEDIATE EXAMINATION

Introductory Course for Articled Clerks (II)

A special introductory course is being arranged for articled clerks who are just starting their preparation for professional qualification. This will operate from 9 a.m. to 5 p.m. on Mondays to Fridays for a period of four weeks early in the session. The aim of the course is to take students rapidly through the early stages of their professional studies to ensure a sound foundation upon which subsequent specialist studies can be based.

The course will include General Commercial and Financial Knowledge, Principles of Accounting, Law and Auditing. Guidance will be given also on methods of further study and there will be a concluding talk by a practising Chartered Accountant on the ethics and practice of the profession.

The fee for the course will be £3.0.0. Students interested in joining the course should communicate with the Head of the Department.

Special pre-examination revision courses are also in preparation to take place during the last four weeks prior to the May examinations in 1966 and the March examinations in subsequent years. Enquiries are invited well in advance of the course.

General information and syllabuses of the examinations can be obtained from the Secretary, The Institute of Chartered Accountants, City House, 56/66 Goswell Road, London, E.C.1.

INSTITUTE OF BANKERS: BANKING DIPLOMA

Part 1 (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	Th.	9.00–10.30	General Principles of Law	E. Schofield	BA326
B62		10.45–12.15	English	Miss E. M. Rigg	BA130
B66		1.45–3.15	Book-keeping	E. Schofield	BA113
B63	Th.	1.45–3.15	Economic Geography	Mrs. E. J. G. Bairsto	BA131
B46		3.30–5.00	Economics	J. R. Topping	BA115
B66	F	1.45–3.45	Accounting I (Beginners)	J. R. Meredith	BA114

Evening Classes

B66	M	7.15–9.15	Economics	F. D. Jones	BA132
B61	Tu.	7.15–9.15	General Principles of Law	J. G. Turner	BA133
B63	W	7.15–9.15	Economic Geography	Mrs. E. J. G. Bairsto	BA134
B63	Th.	7.15–9.15	Accounting (Intermediate)	A. G. Cottom	BA122
B62		7.15–9.15	Book-keeping	S. Graham	BA120
B61	F	7.15–9.15	English		BA135

Part 2 (III)

Day Classes

B65	M	11.15–12.15	Accountancy	E. Schofield	BA117
B65	M	1.45–2.45	Accountancy	E. Schofield	BA117

Evening Classes

B63	M	7.15–9.15	Monetary Theory and Practice	C. H. Riley	BA136
B48	Tu.	6.15–7.45	Finance of Foreign Trade and Foreign Exchange		BA137
B48	Tu.	7.45–9.15	Practice of Banking		BA138
B65	Th.	6.15–8.15	Accountancy	E. Schofield	BA128
B62	F	7.15–9.15	Law relating to Banking	P. J. Gaule	BA139

The College is a recognised teaching institution, and students who pass the College Internal Examinations in the subjects of Part 1 may claim exemption from the same subjects in the Institute of Bankers' Examination, subject to a minimum attendance of 75 per cent of the possible attendances in each subject and a minimum of 40 per cent of marks awarded for written work during the session.

Candidates are given the choice of sitting in any subject, EITHER the April (external) examination of the Institute of Bankers, OR the College internal examination in May, BUT NOT BOTH.

Candidates must pass in at least TWO subjects at ONE SITTING before proceeding to the remainder of the examinations. For this purpose the April examination of the Institute is one sitting and the May internal examination is another. For further details students should refer to the Institute's Syllabus.

Candidates holding the Ordinary National Certificate in Business Studies with passes in appropriate subjects at credit level may be granted subject for subject exemption from all five subjects of the Part 1 examination.

Syllabuses and regulations for admission can be obtained from The Secretary, The Institute of Bankers, 10 Lombard Street, London, E.C.3.

INSTITUTE OF COST AND WORKS ACCOUNTANTS

Part 1 (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B66	Th.	1.45–3.15	Book-keeping	E. Schofield	BA113
B46	Th.	3.30–5.00	Economics	J. R. Topping	BA115
	Th.	1.45–3.15	Statistics, or	G. W. Cobham	BA111
B66	F	10.45–12.15	Statistics	G. W. Cobham	BA112

Evening Classes

B66	Tu.	7.00–9.15	Industrial Administration	P. Flatley	BA140
B62	W	5.45–7.15	Statistics	C. B. Lax	BA118
B62	W	7.15–9.15	Economics	N. C. Buckle	BA119
B62	Th.	7.15–9.15	Book-keeping	S. Graham	BA120
B63	Th.	7.15–9.15	Book-keeping (Intermediate)	A. G. Cottom	BA122

Part 2 (II)

Day Class

B31	Th.	3.30–5.00	Costing	A. G. Cottom	BA243

Evening Classes

B63	Tu.	7.15–9.15	Costing, and	R. Cocker	BA123
Ty8	F	7.15–9.15	Costing	R. Cocker	BA124

Part 3 (III)

Day Class

B65	M	9.00–11.00	Commercial Law	E. Schofield	BA116

Evening Classes

B61	M	6.15–7.45	Commercial Law	P. J. Gaule	BA125
B62	M	7.45–9.15	Industrial Law	P. J. Gaule	BA141
B41	Tu.	7.15–9.15	Office Management	P. Fitzhugh	BA142
B65	Th.	6.15–8.15	Financial Accountancy	E. Schofield	BA128

Part 4 (III)

Room	Day	Time	Subject	Lecturer	Class No
B50	Tu.	6.15–9.15	Advanced Cost and Management Accountancy	J. D. Blackburn	BA143

Part 5 (III)

B42	M	6.00–7.45	Advanced Accountancy and Financial Management	M. A. Thompson	BA144
B50	W	6.30–8.30	Management Principles & Practice	J. R. Meredith	BA145
B61	M	7.45–9.15	Company Law	B. Ridgway	BA146
B42	Tu.	7.15–9.15	Taxation	D. Lyon	BA147

Candidates holding the Ordinary National Certificate in Business Studies with passes at credit level in equivalent subjects may be exempted from the whole of Part 1 of the above examination.

Syllabuses and regulations for admission can be obtained from the Director, Institute of Cost and Works Accountants, 63 Portland Place, London, W.1.

INSTITUTE OF MUNICIPAL TREASURERS AND ACCOUNTANTS

Intermediate (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B62	W	9.00–11.00	Accountancy I (including Costing) 22nd Sept., 1965 to 23rd Feb., 1966	E. Schofield	BA148
B62	W	9.00–11.00	Municipal Auditing 2nd March to 27th April, 1966	J. R. Hartley	BA149
B62	W	11.15–12.15	Commercial Law 22nd Sept., to 24th Nov., 1965	P. J. Gaule	BA150
B62	W	1.45–2.45	Commercial Law 22nd Sept., to 24th Nov., 1965	P. J. Gaule	BA151
B62	W	11.15–12.15	Commercial Auditing 1st Dec., 1965 to 2nd Feb., 1966	B. Mellody	BA152
B62	W	1.45–2.45	Commercial Auditing 1st Dec., 1965 to 2nd Feb., 1966	B. Mellody	BA153
B62	W	11.15–12.15	Elements of Public Administration 9th Feb. to 27th April, 1966	J. E. Varley	BA154
B62	W	1.45–2.45	Elements of Public Administration 9th Feb. to 27th April, 1966	J. E. Varley	BA155
B62	W	2.45–5.00	Financial Administration 22nd Sept. to 10th Nov., 1965	J. I. Smith, H. Johnstone and other visiting lecturers	BA156
B62	W	2.45–5.00	Commercial Income Tax 17th Nov. to 1st Dec., 1965	F. Stanton	BA157
B62	W	2.45–5.00	Accountancy II 8th Dec., 1965 to 27th April, 1966	J. Smith, J. I. Smith and other visiting lecturers	BA158

Intermediate—Intensive Full-time Course (II)

Arrangements are at present under consideration for the conversion of the present day release course into an intensive full-time course concentrated into a period of six months preceding the Intermediate examination. This change will enable the course of study to be made more comprehensive, and the additional time will allow the subjects of the course to be studied to a greater depth.

This development has already taken place in certain other study centres, and the Preston scheme follows closely upon the report on education and training recently issued by the Institute of Municipal Treasurers and Accountants.

Inquiries are invited in September from students wishing to enrol for the intensive course.

Syllabuses and regulations for admission can be obtained from the Secretary, The Institute of Municipal Treasurers and Accountants, 1 Buckingham Place, Westminster, London, S.W.1.

LOCAL GOVERNMENT EXAMINATIONS BOARD ADMINISTRATIVE EXAMINATION

Intermediate (II)

Day Classes

First Year

Room	Day	Time	Subject	Lecturer	Class No
B65	Th.	9.00–10.30	Elements of English Law	E. Schofield	BA326
B62		9.00–10.30	Social and Political History	J. E. Varley	BA159
B62		10.45–12.15	Essay and Precis	Miss E. M. Rigg	BA130
B		1.45–3.15	Statistics	G. W. Cobham	BA111
B65		1.45–3.15	Economics	R. J. Hudson	BA162
B65		3.30–5.00	Local and Central Government	J. E. Varley	BA161

Second Year

Room	Day	Time	Subject	Lecturer	Class No
B66	Th.	9.00–10.30	Elements of English Law	P. J. Gaule	BA129
B63		9.00–10.30	Regional and Physical Geography	Mrs. E. J. G. Bairsto	BA327
B62		9.00–10.30	Social and Political History	J. E. Varley	BA159
B65		10.45–12.15	Local and Central Government	J. E. Varley	BA160
B62		1.45–3.15	Economics	J. R. Topping	BA328
B62		3.30–5.00	Essay and Precis	Miss E. M. Rigg	BA163

From the above list of classes students must select a timetable approved by the member of staff accepting the enrolment. This timetable must include Local and Central Government, and Essay and Precis, together with either Economics or Statistics and a fourth subject chosen from Law, History or Geography.

The Local Government Examinations Board gives notice that from next session (1966/67) the Intermediate Administrative Examination will be taken on a revised syllabus, organised to cover a two year period of study. The papers for the revised examination will be in the following subjects, all of which are compulsory:–

Local and Central Government (2 papers)
The Development of the Social Services
Elements of Public Finance
Elements of Public Law
English

The examination will be taken in two parts. Part 1 will be taken at the end of the first year of study and Part 2 at the end of the second year of study.

Final: Part 1 (III)

Room	Day	Time	Subject	Lecturer	Class No
B62	M	9.00–11.00	Principles and Problems of Public Administration (Local Government)	J. E. Varley	BA165
B62	M	11.15–12.15	The Social Services, &	J. E. Varley	BA166
B62	M	1.45–2.45	The Social Services	J. E. Varley	BA166
B62	M	2.45–5.00	Principles and Problems of Public Administration (General)	J. R. Topping	BA167

Final: Part 2 (III)

B62	Tu.	9.00–11.00	Education (Group B)	J. R. Topping	BA168
B62		11.15–12.15	Education Seminar	J. R. Topping	BA168
B		9.00–11.00	Social and Political Theory (Group A)	J. E. Varley	BA329
B		11.15–12.15	Social and Political Theory Seminar	J. E. Varley	BA329
B62		1.45–3.45	Political Institutions (Group A)	J. E. Varley	BA169
B62		4.00–5.00	Political Institutions Seminar	J. E. Varley	BA169
B		1.45–3.45	Economics of Public Finance (Group A)	J. R. Topping	BA330
B		4.00–5.00	Economics of Public Finance Seminar	J. R. Topping	BA330

Classes in other optional subjects will be arranged according to demand

Syllabuses and regulations for admission to the examinations can be obtained from the Secretary, The Local Government Examinations Board, 41 Belgrave Square, London, S.W.1.

CHARTERED INSTITUTE OF SECRETARIES and CORPORATION OF SECRETARIES

Intermediate (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	Th.	9.00–10.30	General Principles of English Law	E. Schofield	BA326
B62	Th.	10.45–12.15	English	Miss E. M. Rigg	BA130
B66	Th.	1.45–3.15	Accountancy	E. Schofield	BA113
B46	Th.	3.30–5.00	Economic Theory	J. T. Topping	BA115
B66	F	1.45–3.45	Accounting I (Beginners)	J. R. Meredith	BA114

Evening Classes

B66	M	7.15–9.15	Economic Theory	F. D. Jones	BA132
B61	Tu.	7.15–9.15	General Principles of English Law	J. G. Turner	BA133
B62	Th.	7.15–9.15	Accountancy	S. Graham	BA120
B63	Th.	7.15–9.15	Accounting (Intermediate)	A. G. Cottom	BA122
B61	F	7.15–9 15	English		BA135

The Corporation of Secretaries recognises conditionally the College sessional examinations as exempting a candidate from the corresponding subjects of the Intermediate examination of the Corporation.

Candidates holding the Ordinary National Certificate or Diploma in Business Studies with passes in appropriate subjects at credit level may be granted exemption on a subject for subject basis from all four subjects of the Intermediate examination of the respective professional association.

Final: Part 1 (III)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	M	9.00–11.00	Mercantile Law	E. Schofield	BA116
B65	M	3.00–5.00	Economic Policies and Problems	J. E. Varley	BA170

Evening Classes

B61	M	6.15–7.45	Mercantile Law	P. J. Gaule	BA125
B41	Tu.	7.15–9.15	Secretarial and Administrative Practice I	P. Fitzhugh	BA142
B48	F	7.15–9.15	Economic Policies and Problems	R. J. Hudson	BA171

Final: Part 2 (III)

Day Classes

B65	M	11.15–12.15	Advanced Accountancy	E. Schofield	BA117
B65	M	1.45–2.45	Advanced Accountancy	E. Schofield	BA117

Evening Classes

B61	M	7.45–9.15	Company Law	B. Ridgway	BA146
B65	Th.	6.15–8.15	Advanced Accountancy	E. Schofield	BA128
Ty9	F	7.15–9.15	Secretarial and Administrative Practice II	A. Sample	BA172

Final: Part 3 (III)

	M	7.15–9.15	Company Secretarial Practice	BA173
	W	7.15–9.15	Meetings—Law and Procedure	BA174
	Th.	7.15–9.15	Secretarial and Administrative Practice III	BA175

Classes in Local Government subjects are also arranged for the final examination. Details can be obtained at the time of enrolment.

Syllabuses and regulations for admission to the secretarial institutions can be obtained from the Secretary, The Chartered Institute of Secretaries, 16, Park Crescent, London, W.1., or from the Secretary, The Corporation of Secretaries, Devonshire House, 13, Devonshire Street, London, W.1.

INSTITUTE OF LEGAL EXECUTIVES ASSOCIATES EXAMINATION

Part 1 (II)

Part-time Day and Evening Courses

Room	Day	Time	Subject	Lecturer	Class No
B61	M	1.45–5.00	Law	P. J. Gaule	BA176
B48	Th.	7.15–9.15	Litigation 23rd Sept., 1965 to 27th Jan., 1966	I. H. Kay	BA177
B48	Th.	7.15–9.15	Conveyancing Practice 3rd Feb. to 19th May, 1966	M. H. McCann	BA177

Part 2 (II)

B66	Tu.	1.45–5.00	Law	P. J. Gaule	BA178
B50	F	7.15–9.15	Litigation 24th Sept., 1965 to 25th Feb., 1966	I. H. Kay	BA331
B50	F	7.15–9.15	Probate 4th March to 22nd April, 1966	D. C. Y. Dickson	BA331
B50	F	7.15–9.15	Companies 29th April to 20th May, 1966	P. J. Gaule	BA331

FELLOWSHIP EXAMINATION (III)

Room	Day	Time	Subject	Lecturer	Class No
B61	M	6.15–7.45	Law of Contract	P. J. Gaule	BA125
B61	M	7.45–9.15	Company Law	B. Ridgway	BA146
B	M	6.15–7.45	Partnership Law	to be arranged	
B61	M	6.15–7.45	Commercial Law	P. J. Gaule	BA125
B	M	1.45–5.00	Law of Tort	to be arranged	
B	Th.	9.00–10.30	Criminal Law	to be arranged	
B50	F	7.15–9.15	Probate	to be arranged	
B66	Tu.	1.45–5.00	Succession	to be arranged	

Candidates for the Fellowship examination are required to select three subjects from the list given above. Classes will be arranged to suit the majority of students after enrolment.

Copies of the syllabuses and regulations for admission to the examinations can be obtained from the Secretary of Education and Training, The Institute of Legal Executives, Maltravers House, Arundel Street, Strand, London, W.C.2.

INSTITUTE OF TRANSPORT (II)

GRADUATESHIP: Part 1

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B62	Th.	10.45–12.15	English, or	Miss E. M. Rigg	BA130
B62	Th.	3.30–5.00	English	Miss E. M. Rigg	BA163

Evening Classes

Room	Day	Time	Subject	Lecturer	Class No
B46	M	7.15–9.15	Evolution of Modern Transport	T. B. Maund	BA179
B66	W	7.15–9.15	Elements of Transport	T. B. Maund	BA180
B61	F	7.15–9.15	English		BA135

GRADUATESHIP: Part 2

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	Th.	9.00–10.30	Principles of Law	E. Schofield	BA326
B63	Th.	1.45–3.15	Geography	Mrs. E. J. G. Bairsto	BA131
B46	Th.	3.30–5.00	Economics	J. R. Topping	BA115

Evening Classes

Room	Day	Time	Subject	Lecturer	Class No
B66	M	7.15–9.15	Economics	F. D. Jones	BA132
B61	Tu.	7.15–9.15	Principles of Law	J. G. Turner	BA133
B63	W	7.15–9.15	Geography	Mrs. E. J. G. Bairsto	BA134

ASSOCIATE MEMBERSHIP EXAMINATION (III)

Part 1

Room	Day	Time	Subject	Lecturer	Class No
B62	W	5.45–7.15	Elements of Statistics	C. B. Lax	BA118
B	Th.	1.45–3.15	Elements of Statistics	G. W. Cobham	BA111
B42	Th.	6.30–8.30	Law of Inland Transport	B. A. Sharples	BA181
B	Th.		Transport Finance and Accounting	to be arranged	BA346

Candidates holding the Ordinary National Certificate in Business Studies with passes in appropriate subjects at credit level may be granted exemption on a subject for subject basis from the subjects of the Institute's Graduateship Examination.

Syllabuses and regulations for admission can be obtained from the Secretary, The Institute of Transport, 80 Portland Place, London, W.1.

CHARTERED INSURANCE INSTITUTE (II)
ASSOCIATESHIP

Part A

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B66	M	1.45–3.15	Commercial Practice	B. Mellody	BA182
B66	M	3.30–5.00	General Principles of English Law	E. Schofield	BA183

Evening Class

B46	M	5.30–7.00	Elements of Insurance	P. McLaughlin	BA184

Part A (Alternative day)

Day Classes

B66	W	1.45–3.15	General Principles of English Law	E. Schofield	BA185
B66	W	3.30–5.00	Commercial Practice	B. Mellody	BA186

Evening Class

B66	W	5.30–7.00	Elements of Insurance	J. F. Rigby	BA187

Part B

Evening Classes

Room	Day	Time	Subject	Lecturer	Class No
B66	M	5.30–7.00	Fire Insurance	J. T. Garratt	BA188
B61	Tu.	5.30–7.00	Accident Insurance	H. K. Jones	BA189
B46	Th.	5.30–7.00	Life Assurance	J. F. Rigby	BA190
B61	F	5.30–7.00	Marine Insurance		BA191

Candidates holding the Ordinary National Certificate or Diploma in Business Studies with passes at credit level may be granted a subject for subject exemption from the subjects of Part A of the Institute's examinations.

Syllabuses and regulations for admission can be obtained from the Secretary, The Chartered Insurance Institute, 20 Aldermanbury, London, E.C.2.

MANAGEMENT COURSES

FOREMANSHIP AND SUPERVISION (II)

This is a course of a general character to give men and women an opportunity to study their jobs in relation to modern works organisation. The course is primarily intended for:–

(a) those who are established in posts as foremen and women, charge hands and section heads, and who would welcome a refresher course;

(b) those who wish to train themselves for promotion to foremanship.

(c) those needing a course of comprehensive study for a Certificate in Supervisory Studies or to lead on to a Certificate in Management Studies.

The aim of the course is to provide established and potential foremen with a knowledge of various background and tool subjects, and the content of the course will be varied to meet the different needs of students possessing different interests and experiences.

The existing scheme of study for the Certificate in Foremanship and Supervision is to be superseded, but those students who have already completed successfully the first year of the present course will be able to continue and finish the course, taking their second year examination in 1966.

2nd YEAR

Room	Day	Time	Subject	Lecturer	Class No
B48	M	7.15–8.15	Production Planning and Control	T. S. Thomas	BA195
B48	M	8.15–9.15	Principles of Remuneration, Estimating and Costing	M. A. Thompson	BA196
B48	W	7.15–8.15	Theory and Practice of Supervision	T. S. Thomas	BA197
B48	W	8.15–9.15	Elements of Labour Management	T. S. Thomas	BA198

CERTIFICATE IN SUPERVISORY STUDIES (II)

This is a certificate which may be awarded by the National Examinations Board in Supervisory Studies. This Board was established in 1964 under the aegis of the Department of Education and Science, following the decision of the B.I.M. to relinquish its function as an examining body.

The College course leading to the Certificate in Supervisory Studies will cover two years. It will involve attendance on one day and one evening per week for two separate periods of eight weeks in each year of the course (i.e. sixteen weeks in all, each year).

The main topics of the course will be :–

Elements of Supervision

Techniques of Work Planning and Control

Communications

Personnel aspects of Supervision

Economic and Financial aspects for Supervision

Full details of the course will be available for publication after official approval has been received. New students in foremanship and supervision should enrol during the normal enrolment period in preparation for the start of the new course.

INSTITUTION OF WORKS MANAGERS

CERTIFICATE IN WORKS MANAGEMENT (III)

This is an intensive course covering two years of study. Candidates take the I.W.M. examinations at the end of each year. Intending students must communicate in the first instance with the I.W.M. Local Education Officer, Mr. W. Huddleston, A.M.I.W.M., at 8 Powis Road, Ashton, Preston, telephone Preston 29770 (or office at Preston 29351).

1st YEAR

Room	Day	Time	Subject	Lecturer	Class No
B62	M	6.00–7.45	Economics of Industry	J. E. Varley	BA199
B62	M	7.45–9.15	Management Law	P. J. Gaule	BA141
B65	W	7.00–9.00	Fundamentals of Management	E. Farnworth	BA200

2nd YEAR

B50	W	6.30–8.30	Works Management in Practice	J. R. Meredith	BA145
B46	Th.	7.15–9.15	Human Relations and Communications	J. G. R. Barker	BA201

Candidates for the Certificate Examination must register as student members of the Institution of Works Managers at least six months before the date of sitting for the first subject of the examination. Application forms can be obtained from Mr. Huddleston, and students are responsible for submitting them to the I.W.M. head office before the closing date.

DIPLOMA IN WORKS MANAGEMENT (III)

Room	Day	Time	Subject	Lecturer	Class No
B50	Tu.	6.30–9.00	Seminars and Report Sessions	J. R. Meredith	BA202
B50	Th.	1.45–7.00	Works Management Practice	J. R. Meredith	BA203

Applicants for admission to this course must be recommended by the local branch of the I.W.M. following a personal interview by a Branch/College panel.

The course consists of a minimum of lectures and a great deal of practical work through case studies and projects, business exercises and other methods of group participation. Many exercises will take place in the actual work situation by the kind co-operation of the management of a number of local companies. Members of the course will be required to write a report of at least 2,000 words on some management problem, and to attend, in addition, week-end residential study groups as organised by the College.

At the end of the course the whole of the students' work will be appraised. There will be no written examination as normally understood, but candidates will be interviewed personally by a Branch/College panel under an independent chairman.

Syllabuses and regulations for admission to both the Certificate and Diploma courses can be obtained from Mr. Huddleston at the time of registration or at the address given above.

Works Visits

Throughout each Management Course a number of visits will be arranged for students to go to selected factories to discuss management problems on the spot with the people actively concerned. Such visits may be arranged either in the day time or in the evening. They will not normally include tours of works.

Film and Discussion Evenings

These will be arranged independently of the normal courses for the purpose of showing students plant and equipment in actual operation, and demonstrating the processes of planning, organisation and control These special evenings will form an integral part of all management courses.

INSTITUTE OF MARKETING AND SALES MANAGEMENT

DIPLOMA IN MARKETING, Part 1 (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B63	Th.	1.45–3.15	Economic Geography	Mrs. E. J. G. Bairsto	BA131
B46	Th.	3.30–5.00	Economics	J. R. Topping	BA115
	F	10.45–12.15	Marketing		BA204
B66	F	9.00–10.30	Business History of the U.K.	R. J. Hudson	BA205

Evening Classes

Room	Day	Time	Subject	Lecturer	Class No
B66	M	7.15–9.15	Economics	F. D. Jones	BA132
B65	Tu.	6.15–7.45	Business History of the U.K.	B. Mellody	BA206
B12	Tu.	7.45–9.15	Marketing	G. A. Chapman	BA207
B63	W	7.15–9.15	Economic Geography	Mrs. E. J. G. Bairsto	BA134

DIPLOMA IN MARKETING, Part 2 (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	M	9.00–11.00	Commercial Law	E. Schofield	BA116
B66	F	10.45–12.15	Applied Statistics	G. W. Cobham	BA112
			Accounting Marketing (2)	To be arranged	

Evening Classes

B61	M	6.15–7.45	Commercial Law	P. J. Gaule	BA125
B62	W	5.45–7.15	Applied Statistics	C. B. Lax	BA118
			Accounting Marketing (2)	To be arranged	

Syllabuses and regulations for admission can be obtained from the Secretary, The Institute of Marketing and Sales Management, 51 Palace Street, Westminster London, S.W.1.

UNITED COMMERCIAL TRAVELLERS' ASSOCIATION DIPLOMA (II)

Room	Day	Time	Subject	Lecturer	Class No
B46	F	7.15–9.15	Marketing and Salesmanship	G. A. Chapman	BA208

Syllabuses and regulations for admission can be obtained from the General Secretary, United Commercial Travellers' Association, 180-182a Tottenham Court Road, London, W.1.

INSTITUTE OF COMMERCIAL AND TECHNICAL REPRESENTATIVES (II) GRADUATESHIP

Compulsory Subjects

Room	Day	Time	Subject	Lecturer	Class No
B18	Tu.	6.15–8.15	English	E. J. Whittle	BA209
B46	F	7.15–9.15	Salesmanship	G. A. Chapman	BA208

Elective Subjects (of which three must be offered)

Room	Day	Time	Subject	Lecturer	Class No
B66	M	7.15–9.15	Economics	F. D. Jones	BA132
B61	Tu.	7.15–9.15	Principles of English Law	J. G. Turner	BA133
B62	W	5.45–7.15	Statistics	C. B. Lax	BA118
B63	W	7.15–9.15	Economic Geography	Mrs. E. J. G. Bairsto	BA134
Ty11	Th.	6.30–8.30	Accounting	P. Hancock	BA121

Syllabuses and regulations for admission can be obtained from The Secretary, The Institute of Commercial and Technical Representatives Ltd., Queen's House, 180 Tottenham Court Road, London, W.1.

INDUSTRIAL ADMINISTRATION (III)

The course in this subject covers a wide range of management topics as a background study suitable for staff occupying positions of responsibility in all types of industry.

Section A deals with the development of industrial organisation and its relationship with economics, law and accounting. Section B deals with the internal aspects of industrial management.

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B50	W	9.00–12.15	Industrial Administration A	W. E. Evison	BA210
B50	W	1.45–5.00	Industrial Administration B	W. E. Evison	BA211

Evening Classes

Ty11	M	6.45–9.15	Industrial Administration A (i)	J. H. Brooks	BA212
Ty20	M	6.45–9.15	Industrial Administration A (ii)		BA332
B62	W	6.45–9.15	Industrial Administration B	W. Bone	BA213

WORK STUDY—City and Guilds of London Institute Certificate (III)

This course has been devised for existing and intending work study practitioners with adequate educational qualifications or practical experience.

The College has a new and fully equipped work study laboratory and has already established connections with a number of local companies for practical exercises in the work situation.

Candidates should satisfy the following requirements. For entry to the course and examination, they should EITHER

(a) be at least 23 years of age at the time of entry to the course and possess a Final or Full Technological Certificate awarded by the C.G.L.I., a university degree, or a Higher National Certificate, or be able to produce evidence of three years full-time or five years part-time study after the age of 17 years;

OR

(b) satisfy the College authorities that they can profit from the course and be at least 28 years of age at the time of taking the examination; candidates who have had three years' experience in work study may take the examination at 26 years of age.

For entry to the examination as external candidates, they should have three years' experience in work study at the date of entry to the examination and be at least 26 years of age at the time of taking the examination.

The course will be of two years' duration on two half days per week. In general, one of these will be spent in the laboratory and the other will be spent working under supervision in small groups on projects in factories.

Day Course

Room	Day	Time	Subject	Lecturer	Class No
	Tu.	9.00–12.15	Work Study, and	J. R. Meredith	BA217
	Tu.	1.45–5.00	Work Study	J. R. Meredith	BA218

Evening Course

	Tu.	6.00–9.00	Work Study, and	W. E. Evison	BA219
	Th.	6.00–9.00	Work Study	W. E. Evison	BA220

UNIVERSITY OF LONDON

BACHELOR OF SCIENCE (ECONOMICS) DEGREE (III)

Part 1 (new regulations)

Compulsory Subjects

Room	Day	Time	Subject	Lecturer	Class No
B48	M	5.15–7.15	Economic History		BA221
B63	W	5.15–7.15	British Government		BA222
B48	F	7.15–9.15	Economics	R. J. Hudson	BA171

Alternative Subjects

B63	Tu.	5.15–7.15	Geography	BA223
B63	Th.	5.15–7.15	English Legal Institutions	BA224

Classes may also be arranged if the demand is adequate, in Political History and English Economic History (1066–1485).

Syllabuses and regulations for admission can be obtained from the External Registrar, University of London, Senate House, London, W.C.1. Students are advised to write for a copy of the University of London Regulations for degrees in Economics and Political Science for External Students.

All correspondence concerning entrance requirements should be addressed to The Secretary, University Entrance Requirements Department, University of London, Senate House, London, W.C.1.

BUSINESS STUDIES

GENERAL CERTIFICATE OF EDUCATION ADVANCED LEVEL (II)

Students in economics are required to attend on two evenings per week or the equivalent time in the day-time.

Room	Day	Time	Subject	Lecturer	Class No
B61	M	1.45–5.00	General Principles of Law	P. J. Gaule	BA176
B63	M	5.15–7.00	Economics	J. R. Topping	BA225
B62	Th.	5.15–7.00	Economics	J. R. Topping	BA226
B65	Th.	6.15–8.15	Book-keeping and Accounting	E. Schofield	*BA128

*Students must have studied Accountancy already up to Ordinary level.

Classes in other subjects at Advanced level will be arranged to meet adequate demand. Intending students should obtain the booklet "G.C.E. Regulations, 1966" available at 2/– post free from John Sherratt, Publishers, Park Road, Timperley, Cheshire.

THE CERTIFICATE IN OFFICE STUDIES

This is a two-year part-time day course for a national award designed for young office workers who wish to pursue courses of further education but who do not possess the necessary General Certificate or other qualifications required for entry to a course leading to the Ordinary National Certificate in Business Studies. The normal age of entry to the course will be 16 years. While no formal academic standard of entry is prescribed, students will normally be expected to have completed:–

(a) a five-year course of secondary education;

OR

(b) a four-year course of secondary education and a one-year full-time or part-time day or evening course of further education.

To qualify for the award of the certificate the student must have: (a) made not less than 60% of the possible attendances in each year of the course; (b) obtained not less than 40% of the possible marks in each subject of the examination.

Students who obtain 60% or more of the total possible marks in any one subject will be awarded a credit in that subject.

Part-time Day Course

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B45	W	9.00–10.30	Typewriting and Office Machinery	Miss I. Parsonage	*BA227
B61		9.00–10.30	Social Studies	B. Mellody	*BA228
B61		10.45–12.15	Clerical Duties	A. G. Cottom	BA229
Ty20		1.45–3.15	English and General Studies	Mrs. A. Hartley	BA230
Ty20		3.30–5.00	Book-keeping	R. J. Hudson	BA231

The subjects marked * are alternatives.

2nd YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B66	M	9.00–10.30	Book-keeping	R. J. Hudson	BA232
B66	M	10.45–12.15	Social Studies	B. Mellody	BA233
Ty22	M	1.45–3.15	English and General Studies	Mrs. A. Hartley	BA234
Ty22	M	3.30–5.00	Clerical Duties	A. G. Cottom	BA235

ORDINARY NATIONAL CERTIFICATE IN BUSINESS STUDIES (II)

This is a two-year course in basic training designed to give a student a general education for business covering law, accounting and economics and related subjects. The National Certificate is awarded by a Joint Committee consisting of representatives of the Ministry of Education and of the principal Educational and Professional Bodies connected with Commerce. The award is based upon satisfactory attendance and homework records, and the passing of appropriate examinations at the end of each year of the course. The examining body is the Union of Lancashire and Cheshire Institutes.

Students on entry must have reached the age of 16 and (i) hold a General Certificate of Education (Ordinary level) in English and three other subjects from Mathematics, Geography, History, a language other than English, Science, Commerce, OR (ii) have passed some other examination of equivalent standard.

Holders of an Ordinary National Certificate in Business Studies may claim exemption from the Preliminary Examination and certain subjects of the Intermediate Examination of a number of professional bodies provided that candidates achieve an adequate percentage of marks in the O.N.C. examinations. This concession is already granted by the

Association of Certified and Corporate Accountants;
Institute of Bankers;
Chartered Institute of Secretaries;
Chartered Insurance Institute;
Corporation of Secretaries;
Institute of Cost and Works Accountants;
Institute of Export;
Institute of Municipal Treasurers and Accountants;
Institute of Transport.

Part-time Day Course

1st YEAR Group A

Room	Day	Time	Subject	Lecturer	Class No
B66	F	9.00–10.30	Economic History II	R. J. Hudson	BA205
B66	F	10.45–12.15	Elements of Statistics	G. W. Cobham	BA112
B66	F	1.45–3.45	Accounting I	J. R. Meredith	BA114
B66	F	4.00–5.00	Structure of Commerce	A. G. Cottom	BA236

1st YEAR Group B

Room	Day	Time	Subject	Lecturer	Class No
B65	F	9.00–11.00	Accounting I	J. R. Meredith	BA237
B65	F	11.15–12.15	Structure of Commerce	B. Mellody	BA238
B65	F	1.45–3.15	Elements of Statistics	J. E. Varley	BA239
B65	F	3.30–5.00	Economic History II	R. J. Hudson	BA240

2nd YEAR

B18	Tu.	6.15–8.15	English	E. J. Whittle	BA209
B66	Th.	9.00–10.30	Principles of English Law	P. J. Gaule	BA129
B66	Th.	10.45–12.15	English (Extended Essay)	J. R. Topping	BA241
B66	Th	1.45–3.15	Accounting II	E. Schofield	BA113
B66	Th.	3.30–5.00	Economics	R. J. Hudson	BA333

Evening Course

1st YEAR

B65	Tu.	6.15–7.45	Economic History II	B. Mellody	BA206
B65	Tu.	7.45–9.15	Structure of Commerce	B. Mellody	BA242
B62	W	5.45–7.15	Elements of Statistics	C. B. Lax	BA118
B63	W	7.15–9.15	Economic Geography	Mrs. E. J. G. Bairsto	*BA134
Ty11	Th.	6.30–8.30	Accounting I	P. Hancock	BA121

*Alternative to Economic History II

No course can be offered for the second year in the evenings only. Students can be accommodated in the Part-time Day/Evening course above.

HIGHER NATIONAL CERTIFICATE IN BUSINESS STUDIES (III)

This course is designed for students who wish to carry their studies beyond the stage of the Ordinary National Certificate whether or not they intend to seek a specialist professional qualification. The award is based upon satisfactory attendance and homework records, and the passing of the appropriate examinations at the end of each of the two years of the course.

Students must on entry (i) hold an Ordinary National Certificate in Business Studies or Commerce OR (ii) be otherwise suitably qualified. For this purpose a student will be expected to hold a General Certificate of Education at Advanced level in two subjects which in the opinion of the Principal are directly related with Business Studies, OR to have completed to the satisfaction of the Principal a preliminary course of study commenced after reaching the age of 18, and including a good working knowledge of at least two of the following subjects: Accounting, Economics and General Principles of Law.

Students must take Applied Economics in each year of the course and select TWO others from the subjects offered.

Part-time Day Course

1st YEAR

Room	Day	Time	Subject	Lecturer	Class No
B65	M	9.00–11.00	Commercial Law	E. Schofield	BA116
B65	M	11.15–12.15	Accounting III	E. Schofield	BA117
B65	M	1.45–2.45	Accounting III	E. Schofield	BA117
B65	M	3.00–5.00	Applied Economics I	J. E. Varley	BA170
B41	Tu.	7.15–9.15	Office Organisation	P. Fitzhugh	BA142
B65	W	7.00–9.00	Production Methods	E. Farnworth	BA200
	Th.	1.45–3.15	Application of Statistics	G. W. Cobham	BA111
B31	Th.	3.30–5.00	Costing I	A. G. Cottom	BA243

2nd YEAR 1966/67

	M	3.00–5.00	Industrial Law	P. J. Gaule	
	W	9.00–11.00	Applied Economics II	J. R. Topping	
	W	11.15–12.15	Accounting IV	E. Schofield	
	W	1.45–2.45	Accounting IV	E. Schofield	
	W	3.00–5.00	Costing II, or	A. G. Cottom	
	W	3.00–5.00	Human Relations	J. R. Meredith	
	W	7.15–9.15	Economics of Transport	T. B. Maund	
	Th.	6.15–7.15	Purchasing		
	F	10.45–12.15	Marketing		

Evening Course

1st YEAR

B61	M	6.15–7 45	Commercial Law, or	P. J. Gaule	BA125
B62	M	7.45–9.15	Industrial Law	P. J. Gaule	BA141
B63	Tu.	7.15–9.15	Costing I	R. Cocker	BA123
B41	Tu.	7.15–9.15	Office Organisation	P. Fitzhugh	BA142
	W	5.45–7.15	Application of Statistics		
B65	W	7.00–9.00	Production Methods	E. Farnworth	BA200
B65	Th.	6.15–8.15	Accounting III	E. Schofield	BA128
B48	F	7.15–9.15	Applied Economics I	R. J. Hudson	BA171

COMMERCIAL APPRENTICESHIP COURSE (II)

The Association of British Chambers of Commerce has launched a scheme for COMMERCIAL APPRENTICES to give a lead at national level to the need for more intensive general and professional commercial training, and it offers the award of a Diploma to such an apprentice on the successful completion of his apprenticeship.

The scheme is based upon a contract between employer and employee in which it is agreed that an organised five-year period of approved practical commercial training shall be undertaken, combined with a course of study which, during the first two years, will be based upon the National Certificate in Business Studies, and during the next three years will be based either upon the Higher National Certificate in Business Studies, or upon the Intermediate and Final examinations of a professional body approved by the Commercial Apprenticeship Board.

The Preston & District Chamber of Commerce is affiliated to the Association, and will conduct the scheme in this area. Full information with reference to the Commercial Apprenticeship Scheme and specimens of the draft Articles can be obtained on application to T. R. Flintoff, Esq.. M.B.E., The Secretary, The Chamber of Commerce, 49a Fishergate, Preston.

Courses of study to meet the requirements of the Commercial Apprenticeship Scheme are arranged at this College, based upon part-time day release for a minimum of one day per week (or its equivalent) together with some evening study as the curriculum expands.

Students follow the Part-time Day Course for the National Certificate in Business Studies set out previously. Second year students proposing to take the Institute of Cost & Works Accountants Part 1 examination must attend the following additional evening class:–

Room	Day	Time	Subject	Lecturer	Class No
B66	Tu.	7.00–9.15	Industrial Administration	P. Flatley	BA140

In the remaining years of the course students taking the Company Secretary's course will follow the three-year programme for their Final Examination, whilst students taking the Cost and Works Accountants' Course will prepare for Parts 2 to 5 of their professional examinations.

JOURNALISTS

By special arrangement with the National Council for the Training of Journalists a two-year course is offered in preparation for the Council's Proficiency Test which takes place at the end of a student's three-year apprenticeship in the newspaper industry.

Students on entry to the course must have reached the age of 16 and hold the General Certificate of Education at Ordinary level in English, English Literature and at least one other subject in which the student may wish to specialise later on in his career.

At the end of each year of the course students must take an external examination in Shorthand, and internal examinations set by the National Council and the College in all the other subjects.

The regulations require a student to obtain a Shorthand certificate at 100 w.p.m. before he can take his Proficiency Test.

1st YEAR (I)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B62	F	9.00–10.00	Shorthand	Mrs. T. M. Stableford	BA244
B62		10.00–11.00	English	Miss I. Parsonage	BA245
B62		11.15–12.15	Shorthand	Mrs. T. M. Stableford	BA246
B62		1.45–2.45	Current Affairs	B. Mellody	BA247
B62		2.45–3.45	English	Miss I. Parsonage	BA248
B62		4.00–5.00	Government	J. E. Varley	BA249

in addition, students may take an evening course in Typewriting.

2nd YEAR (II)

Day Classes

Room	Day	Time	Subject	Lecturer	Class No
B65	Tu.	9.00–10.30	Newspaper Law	P. J. Gaule	BA334
B65		10.45–12.15	Shorthand	Mrs. B. D. Cave	BA250
B65		1.45–3.15	Practical Journalism	C. Heywood	BA251
B65		3.30–5.00	English II	J. R. Topping	BA252

A copy of the explanatory leaflet summarising the training scheme and giving the regulations for admission can be obtained from the Director, The National Council for the Training of Journalists, 6 Carmelite Street, London, E.C.4.

TEACHERS' CERTIFICATES IN SHORTHAND AND TYPEWRITING (III)

These two courses are intended for students who have already developed a high degree of skill in these subjects, viz.: Shorthand 80–100 w.p.m. or Typewriting 35–40 w.p.m. The courses prepare students for the Certificate Examinations of the Royal Society of Arts.

A student may enrol for the Teachers' Certificate Course in both Shorthand and Typewriting, but the regulations of the R.S.A. prevent any candidate from qualifying for both certificates during the same examination series.

TEACHERS' CERTIFICATE IN SHORTHAND—R.S.A.

Room	Day	Time	Subject	Lecturer	Class No
B65	M	6.15–7.15	Principles of Teaching Shorthand and the Principles of the Shorthand System	Mrs. B. D. Cave	BA253
B65	M	7.15–8.15	Principles of Teaching (General)	Mrs. B. D. Cave	BA254

TEACHERS' CERTIFICATE IN TYPEWRITING—R.S.A.

Room	Day	Time	Subject	Lecturer	Class No
B65	M	7.15–8.15	Principles of Teaching (General)	Mrs. B. D. Cave	BA254
B65/45	M	8.15–9.15	Typewriting Technique and Principles of Teaching Typewriting	Mrs. B. D. Cave	BA255

A copy of the regulations relating to these examinations may be obtained on application to the Examinations Officer, Royal Society of Arts, Murray Road, St. Paul's Cray, Kent, or from 18 Adam Street, Adelphi, London, W.C.2.

OFFICE SKILLS

These courses extend over a period of at least three years and at the end of each session students take the group course examinations of the U.L.C.I. or the R.S.A. English is an integral part of all first and second year courses in Shorthand and Typewriting. All students in such courses must include English both in their courses and in their examinations. Students holding a G.C.E. in English at ordinary level are NOT exempt from this provision.

The instruction in Typewriting in each of the following courses will include the use of electric typewriters in addition to manual machines, and will also include audio-typewriting using a variety of modern dictating machines.

Part-time Day Courses

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B48	M	1.45–2.45	Shorthand (beginners)	Mrs. T. M. Stableford	BA256
B47		2.45–3.45	Typewriting I	Mrs. T. M. Stableford	BA257
B48		4.00–5.00	English I	B. Mellody	BA258
B45	W	5.15–6.15	Typewriting I	Mrs. T. M. Stableford	BA336
B45		6.15–7.15	Shorthand (beginners)	Mrs. T. M. Stableford	BA337
B47	F	1.45–2.45	Shorthand (beginners)	Mrs. T. M. Stableford	BA259
B47		2.45–3.45	Typewriting I	Mrs. T. M. Stableford	BA260
B63		4.00–5.00	Shorthand (beginners)	Mrs. T. M. Stableford	BA338

2nd YEAR (I)

B45	M	5.15–6.15	Shorthand 70/80 w.p.m.	Miss I. Parsonage	BA261
B45		6.15–7.15	Typewriting II	Miss I. Parsonage	BA262
B48	Tu.	1.45–2.45	Shorthand 70/80 w.p.m.	Miss I. Parsonage	BA263
B49		2.45–3.45	Typewriting II	Miss I. Parsonage	BA264
B48		4.00–5.00	Shorthand 70/80 w.p.m.	Miss I. Parsonage	BA265
B49	Th.	1.45–2.45	Shorthand 70/80 w.p.m.	Miss I. Parsonage	BA266
B49		2.45–3.45	Typewriting II	Miss I. Parsonage	BA267
B48		4.00–5.00	English II	B. Mellody	BA268

3rd YEAR (I)

B45	Tu.	1.45–2.45	Shorthand 90/100 w.p.m.	Mrs. B. D. Cave	BA269
B47		2.45–3.45	Typewriting III	Mrs. B. D. Cave	BA270
B45		4.00–5.00	Shorthand 90/100 w.p.m.	Mrs. B. D. Cave	BA271
B61	W	1.45–2.45	Shorthand 90/100 w.p.m.	Mrs. B. D. Cave	BA272
B47		2.45–3.45	Office Practice	J. R. Meredith	BA273
B47		4.00–5.00	Typewriting III	Mrs. B. D. Cave	BA274
B45	Th.	5.15–6.15	Shorthand 90/100 w.p.m.	Mrs. B. D. Cave	BA275
B45		6.15–7.15	Typewriting III	Mrs. B. D. Cave	BA276

Evening Courses

1st YEAR (I)

Group C

Room	Day	Time	Subject	Lecturer	Class No
B47	M	5.15–6.15	English I		BA277
B47		6.15–7.15	Typewriting I	Mrs. B. Pierce	BA278
B47	Tu.	5.15–7.15	Typewriting I	Mrs. B. Pierce	BA279
B45	F	5.15–6.15	Typewriting I	Mrs. B. Pierce	BA280
B46		6.15–7.15	English I		BA281

Group D

B49	M	5.15–6.15	Typewriting I	Miss D. Berry	BA282
B49		6.15–7.15	English I		BA283
B49	Th.	5.15–7.15	Typewriting I	Miss D. Berry	BA284
B46	F	5.15–6.15	English I		BA285
B45		6.15–7.15	Typewriting I	Miss D. Berry	BA286

Group E

B62	Tu.	7.15–8.15	English I	Mrs. E. J. Georgeson	BA339
B47		8.15–9.15	Typewriting I	Mrs. E. J. Georgeson	BA340
B47	Th.	5.15–7.15	Typewriting I	Mrs. E. J. Georgeson	BA341
B18	F	7.15–8.15	English I	Mrs. E. J. Georgeson	BA342
B47		8.15–9.15	Typewriting I	Mrs. E. J. Georgeson	BA343

Group F

B47	M	7.15–8.15	Typewriting II	C. Hill	BA287
B47		8.15–9.15	Shorthand (beginners)	C. Hill	BA288
B45	Tu.	7.15–9.15	Transcription	C. Hill	BA289
B47	Th.	7.15–8.15	Typewriting II	C. Hill	BA290
B47		8.15–9.15	Shorthand (beginners)	C. Hill	BA291

Group G

B49	M	7.15–8.15	Shorthand 50/60 w.p.m.	Mrs. J. B. Bushnell	BA292
B49		8.15–9.15	Typewriting II	Mrs. J. B. Bushnell	BA293
B49	Th	7.15–8.15	Shorthand 50/60 w.p.m.	Mrs. J. B. Bushnell	BA294
B49		8.15–9.15	Typewriting II	Mrs. J. B. Bushnell	BA295
B45	F	7.15–9.15	Transcription	Mrs. J. B. Bushnell	BA296

2nd YEAR (I)

Group C

B47	Tu.	7.15–8.15	Typewriting II	Mrs. L. Stewart	BA297
B46	Tu.	8.15–9.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA298
B55	W	7.15–8.15	English II	F. R. Anderton	BA299
B55	W	8.15–9.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA300
B47	F	7.15–8.15	Typewriting II	Mrs. L. Stewart	BA301
B41	F	8.15–9.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA302

Group D

B46	Tu.	7.15–8.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA303
B49	Tu.	8.15–9.15	Typewriting II	Mrs. L. Stewart	BA304
B45	W	7.15–8.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA305
B45	W	8.15–9.15	English II	F. R. Anderton	BA306
B41	F	7.15–8.15	Shorthand 70/80 w.p.m.	F. V. Willcox	BA307
B49	F	8 15–9 15	Typewriting II	Mrs. L. Stewart	BA308

Group E

Room	Day	Time	Subject	Lecturer	Class No
B49	Tu.	7.15–8.15	Typewriting II	Miss I. Sharples	BA309
B62		8.15–9.15	Shorthand 70/80 w.p.m.	Mrs. J. Hayton	BA310
B48	W	5.15–6.15	English II	F. R. Anderton	BA311
B48		6.15–7.15	Shorthand 70/80 w.p.m.	Mrs. J. Hayton	BA312
B49	F	7.15–8.15	Typewriting II	Miss I. Sharples	BA313
B18		8.15–9.15	Shorthand 70/80 w.p.m.	Mrs. J. Hayton	BA314

3rd YEAR (I)

Group C

B49	W	6.15–7.45	Typewriting III	Mrs. E. Moon	BA315
B61	Th.	6.15–7.45	Shorthand 90/100 w.p.m.	Mrs. C. Woods	BA316
B66	F	7.15–9.15	Office Practice	R. Sumner	BA317

Group D

B47	W	6.15–7.45	Typewriting III	Miss O. M. Siddall	BA318
B61	Th.	7.45–9.15	Shorthand 90/100 w.p.m.	Mrs. E. J. Georgeson	BA319
B66	F	7.15–9.15	Office Practice	R. Sumner	BA317

Group F

B46	W	6.15–7.45	Shorthand 90/100 w.p.m.	Mrs. M. J. Butterfield	BA320
B49	W	7.45–9.15	Typewriting III	Mrs. E. Moon	BA344
B63	F	7.15–9.15	Office Practice	A. Sample	BA345

Examination Notes

SHORTHAND 1

Paper 1 (20 minutes)

A passage of printed shorthand (in the Pitman's system only) with outlines appropriate to these speeds will be set for transcription into longhand.

Paper 2

One passage of two minutes duration and one passage of three minutes duration will be dictated at 50 words a minute.

One passage of two minutes duration and one passage of three minutes duration will be dictated at 60 words a minute.

Candidates may submit transcripts at 50 words a minute or at 60 words a minute but NOT at both speeds.

SHORTHAND 2 to 4

For each speed, the following commercial or general passages will be dictated :–

(i) One passage of 1 minute's duration. Interval of ½ minute.

(ii) One passage of 1 minute's duration. Interval of ½ minute.

(iii) One passage of 2 minutes' duration. Interval of 1 minute.

(iv) One passage of 4 minutes' duration.

Within each of the following grades, candidates may submit transcripts at one of the speeds, but NOT both.

Shorthand Grade II	70–80 words per min.
Shorthand Grade III	90–100 words per min.
Shorthand Grade IV	110–120 words per min.
Shorthand Grade V	130–140 words per min.
Shorthand Grade VI	150–160 words per min.

Note.—There will be an interval of 1 minute between the dictation of the passages at the lower speed and the dictation of the passages at the higher speed.

SHORTHAND TYPISTS' PROFICIENCY CERTIFICATE (I)

This proficiency certificate is offered by the U.L.C.I. to candidates who pass at one sitting an integrated examination in English, Shorthand and Typewriting. There will be one examination of 3 hours' duration and the answers to all questions will be typewritten. Candidates will be required to pass in both Section A and Section B :–

Section A will include questions to test the candidates' ability to use English.

Section B will include :–

(i) Dictation and transcription of (a) two letters each of 80 words, (b) one letter of 160 words, (c) one report of 320 words, all dictated at 80 words per minute.

(ii) A letter (with envelope) or circular composed from notes dictated at 60 w.p.m. (Carbon copy may be required).

(iii) A manuscript tabulation of a standard comparable with that in Grade II Typewriting.

SECRETARIAL DIPLOMA COURSE (II)

This diploma in offered by the U.L.C.I. to candidates who pass the examination at one sitting in :–

(i) Private Secretarial Work and Office Organisation, and

(ii) Shorthand (130 w p.m.) with Advanced Typewriting.

The examination in Shorthand with Advanced Typewriting will be divided into two sections and candidates will be required to pass in both Section A and Section B.

Section A

Dictation and typewritten transcription of (a) a letter of 65 words at 130 w.p.m., (b) a letter of 130 words at 130 w.p.m., (c) a letter of 240 words at 120 w.p.m., (d) a report (four minutes' duration at 120 w.p.m.).

Section B

(a) A typewriting speed test at 50 w.p.m. for 10 minutes, (b) a letter composed from dictated notes of reply, (c) a manuscript tabulation.

Examination Notes

(1) Marks will be allocated as follows:–

Section A		Section B	
Transcription:			
65-word letter	10	Speed Test	30
130-word letter	15	Letter composed from dictated notes	30
240-word letter	25	Manuscript Tabulation ..	40
Report	35		
Display	15		
	100		100

(2) Candidates will be permitted to use English dictionaries.

Group F

Room	Day	Time	Subject	Lecturer	Class No
B41	Tu.	7.15–9.15	Private Secretarial Work and Office Organisation	P. Fitzhugh	BA142
B47	W	7.45–9.15	Typewriting IV	Miss O. M. Siddall	BA321
B66	Th.	7.15–9.15	Shorthand IV, or	Mrs. C. Higgins	BA322
Ty12		6.15–8.15	Shorthand V	Mrs. T. M. Stableford	BA323

Students who do not propose to offer themselves for the full diploma may join the course provided that that they can already write shorthand at 100 w.p.m.

TYPISTS' COURSE (I)

These classes will be of particular value to journalists, housewives, police cadets, school teachers, etc., who wish to learn typewriting as a personal skill, not primarily for business purposes. Such students may enrol for one or both of the evenings mentioned below.

Room	Day	Time	Subject	Lecturer	Class No
B49	Tu.	5.15–7.15	Typewriting I		BA324
B49	F	5.15–7.15	Typewriting I		BA325

SPECIAL COURSES

Courses of an intensive and practical nature are offered from time to time during each session on special topics related to Management, Office Organisation, Accounting, Electronic Data Processing, Work Study, Cost Reduction, Budgetary Control, etc.

During 1965/66 session arrangements are already being made to hold the following programme of short courses :–

(1) ELEMENTS OF SUPERVISION. This course is organised in conjunction with the Ministry of Labour Industrial Relations Branch. It will meet on Monday afternoons from 2 p.m. to 5 p.m. for the EIGHT weeks from 4th October to 22nd November, 1965, inclusive. A panel of speakers will give talks and lead discussions covering many aspects of the subject. The fee will be £2.10.0 for the complete course. It will be a course suitable for both existing and potential foremen and women and it will serve as an excellent introduction to the full Certificate course outlined earlier in this prospectus.

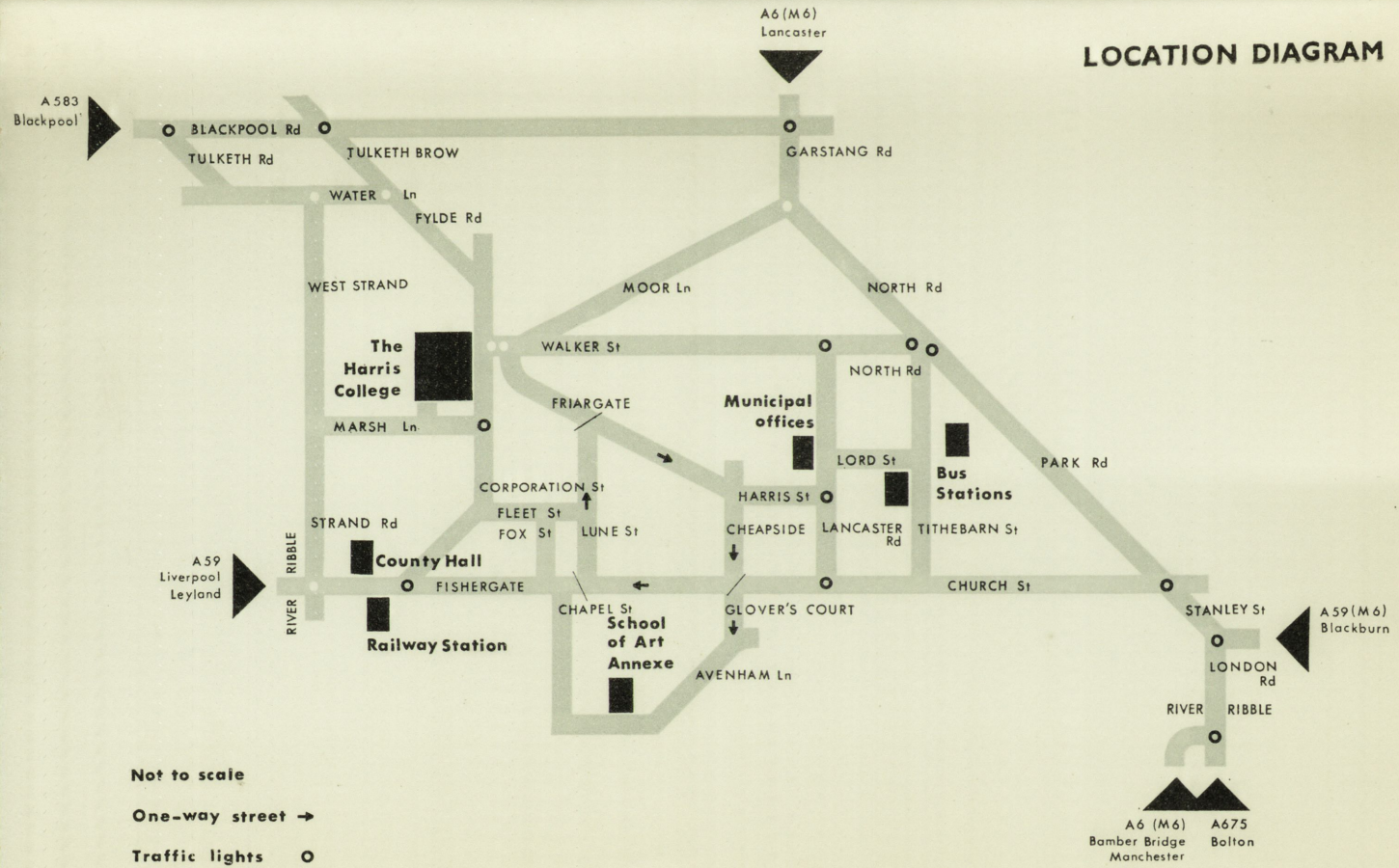
(2) ELEMENTS OF SUPERVISION. This will be a similar course to that outlined in item (1) above, but it will be held in the Spring term from Monday, 7th February to Monday, 28th March, 1966, inclusive.

(3) WORK STUDY. This course is organised in conjunction with the Preston and District Productivity Association. It is essentially a practical course dealing with the analytical approach to Motion Study, Method Study and some Work Measurement. It will include a case study as a practical exercise. The course will meet on Tuesdays from 9 a.m. to 5 p.m. for the FIVE weeks from 16th November to 14th December, 1965, inclusive. The fee will be £3.3.0 inclusive of all lectures and the full exercise.

(4) CONTROL INFORMATION. This course will be concerned with the effective use for control purposes of industrial and business information. It will deal with existing sources of control information and with potential sources, together with the application of such information to decision making in business. It will be concerned with the correct and complete interpretation of business information, particularly that compiled within the company itself. The course will meet on Tuesdays from 9 a.m. to 5 p.m. for the FIVE weeks from 11th January to 8th February, 1966, inclusive. The fee will be £3.3.0 for the complete course.

Special leaflets giving more details of each of the above courses and providing a detailed programme, will be available within the two or three weeks preceding the start of each course. Such leaflets and application forms can be obtained from the Head of the Department.

LOCATION DIAGRAM



Not to scale

One-way street →

Traffic lights O

Head of Department

J. J. BETTS, B.Sc.(Lond), Ph.D.(Cantab.), Ph.D.(Birm.), F.R.I.C.

THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF CHEMISTRY AND BIOLOGY

Corporation Street, Preston, Lancs.
Telephone: Preston 51831–5

Head of Department

J. J. BETTS, B.Sc.(Lond), Ph.D.(Cantab.), Ph.D.(Birm.), F.R.I.C.

THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF CHEMISTRY AND BIOLOGY

Corporation Street, Preston, Lancs.

Telephone: Preston 51831–6

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme, and a later amendment to it, the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-eight members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, nine members representative of industry and commerce, and one member representative of the Universities.

THE HARRIS COUNCIL

President: ALDERMAN W. BECKETT, O.B.E., J.P.
(The Right Worshipful the Mayor of Preston)

Vice-President: COUNCILLOR J. HARGREAVES

Alderman J. Atkinson
Councillor W. Bradshaw
Councillor E. W. Bunker
Councillor Mrs. D. M. Dewhurst, J.P.
Councillor A. M. Korn, M.B., Ch.B.
Councillor J. Lund, J.P.
Councillor Mrs. C. Sharples, J.P.
Alderman Mrs. M. A. Wignall, J.P.

Alderman F. Longworth (Chairman of Lancashire County Council)
Councillor J. R. Ashton
Alderman J. Bradley, J.P.
Councillor H. Catlow
Councillor J. P. Ennis, J.P.
Councillor F. Ley
Councillor A. R. Pickles
Councillor P. Windham Hall

G. Grenfell Baines, O.B.E., F.R.I.B.A.
F. D. Crowe, B.Sc. (Eng.)., A.F.R.Ae.S.
C. M. Hey, B.Sc.Tech., A.T.I.
R. A. Hornby, F.C.A.
T. M. Naylor, M.Sc., A.M.I.Mech.E.
P. D. Oakley, B.Sc., F.R.I.C.
Alderman J. W. Taylor, J.P., F.C.I.S.
J. W. Walker
A. D. White, B.Sc., A.R.I.C.

Clerk to the Council:

W. R. TUSON, B.Sc., Chief Education Officer, Municipal Building, Preston, Lancs

RESEARCH COUNCIL

Several departments of the College are actively engaged in research projects, and to assist in the promotion of research the Harris Council has established a Research Fund, appoints Research Assistants and Research Technicians, and has appointed a sub-committee (known as the RESEARCH COUNCIL) to give active support and consideration to research activities. The Research Council is composed as follows—

Chairman: The President of the Harris Council: Alderman W. Beckett, O.B.E., J.P.

Members: The Vice-President of the Harris Council: Councillor J. Hargreaves.
Professor E. R. Dobbs, University of Lancaster.
Dr. E. G. Edwards, Principal, Bradford Institute of Technology.
J. Jones, A.M.I.Mech.E.
Professor J. Lewis, University of Manchester.
P. D. Oakley, B.Sc., F.R.I.C., Member of the Harris Council.
A. D. White, B.Sc., A.R.I.C., Member of the Harris Council, and Senior Training Officer, U.K.A.E.A., Risley.
Dr. H. Wilkinson, Principal of the Harris College.
Dr. S. Skidmore, Vice-Principal of the Harris College.

ADVISORY BOARDS

The Harris Council is in the process of establishing Advisory Boards for each department of the College. The function of Advisory Boards is to advise the Harris Council, through the College Principal, on professional and technical matters pertaining to the work of the Department in such a way as to further the educational aims of the Department both regionally and nationally. The College Principal, Vice-Principal and the Head of Department are *ex-officio* members, as also is the Clerk to the Harris Council and the Chief Education Officer of the Lancashire County Authority.

Advisory Board for Chemistry, Biology and Metallurgy

Chairman: Professor J. C. Bevington, Department of Chemistry, University of Lancaster.

Members: L. R. Bays, A.R.I.C., P.A.I.W.E., Chemist and Bacteriologist, Fylde Water Board.
G. Browne, F.R.I.C., Chief Chemist, H.M. Chemical Inspectorate, Chorley.
Dr. V. G. Cove, Works Manager, Mond Division, I.C.I. Ltd., Thornton.
A. N. Edmondson, F.R.I.C., F.T.I., Chief Chemist, Birtwistle and Leigh Ltd., Preston.
Professor K. M. Entwistle, Manchester College of Science and Technology.
Professor W. E. Kershaw, Department of Parisitology and Entomology, University of Liverpool.
Professor J. Lewis, University of Manchester.
Dr. A. A. Miller, Group Pathologist, Preston and Chorley Hospital Management Committee.
P. D. Oakley, B.Sc., F.R.I.C.

Advisory Board for Mechanical, Civil and Production Engineering

Chairman: F. D. Crowe, B.Sc. (Eng.), A.F.R.Ae.S., Director and Chief Engineer, British Aircraft Corporation.

Members: Dr. N. G. Calvert, Department of Fluid Mechanics, University of Liverpool.

I. T. Clowes, A.M.I.Prod.E., I.M.C.T., Chief Machine Tool Designer, English Electric Co. Ltd.

P. E. F. Crewdson, Director, Gilbert Gilkes and Gordon, Kendal.

R. Crook, Preston District Secretary, A.E.U.

J. Drake, C.B.E., B.Sc., M.I.C.E., M.I.Mun.E., P.P.Inst.H.E., Lancashire County Surveyor and Bridgemaster.

Professor J. Loxham, College of Aeronautics, Cranfield.

T. E. Tindall, B.A., Training Manager, Leyland Motors Ltd.

LIAISON WITH INDUSTRY AND COMMERCE

The Department of Education and Science and the Ministry of Technology, in collaboration with Local Education Authorities, have set up a limited number of Industrial Liaison Centres throughout the country, based on technical colleges. The Harris College is to become a centre as soon as an Industrial Liaison Officer is appointed.

The functions of the Industrial Liaison Officer will be to make and maintain contact with local industry and commerce in order to promote an appreciation of technical innovation and to encourage the maximum use of technical and educational advisory services nationally available, including those of the College. He will provide practical assistance to industry in the framing of their technical enquiries, and in seeking out the best sources of information and directing enquirers to them.

The Industrial Liaison Officer will welcome enquiries from large or small organisations in connection with their technical or management problems.

Enquiries concerning College courses should be addressed to the Principal, not to the Industrial Liaison Officer.

TEACHING STAFF

Principal: H. WILKINSON, M.Sc.Tech., Ph.D., A.Inst.P.

Vice-Principal: S. SKIDMORE, B.Sc., Ph.D.(Lond.), F.R.I.C.

Full-time Lecturers

R. N. Abbot, B.Sc., G.I.E.E. E
R. Abrahams B
G. Allen, M.A. (Cantab.) S
R. Anderson, B.A. S
A. Arnison, L.I.O.B., F.B.I.C.C., M.R.S.H. B
J. Ashworth, M.Sc.Tech., A.M.C.T. A.T.I., F.C.S. P
J. A. Askew, M.Sc., Dip.Tech.(Eng.), G.I.E.E. E
J. Bagot, B.Sc., A.Inst.P. P
J. W. Bailey, D.F.A. (Lond.) A
Mrs. E. J. G. Bairsto, B.A., F.R.G.S. BA
J. A. Barker, B.Sc. M
D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
G. J. Blackledge, B.Sc. P
S. Blake, B.A., Ph.D. C
A. Boom, Dip.Ed. S
H. Bowden, B.A. S
T. H. Bower, A.B.I.C.C., A.R.S.H. B
K. Bowker E
J. Braddock M
J. Brennand M
J. Briscoe, B.Sc., A.M.I.Mech.E. M
S. Britland, B.Sc. C
G. A. Brooke, B.Sc. P
J. A. Burton, A.M.I.Prod.E., A.M.I.Mech.E. M
N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E. M
D. Byford, B.A., Dip.Ed. S
S. R. Cardwell, A.I.A.S., A.I.O.B. B
G. S. Catterall, A.M.I.Prod.E. M
Mrs. B. D. Cave, F.S.C.T., A.F.T.Com. BA
D. M. Clapp, B.Sc., Ph.D., A.M.I.C.E., A.M.I.Mech.E. M
G. W. Cobham, B.Com., M.Sc.(Econ.), L.C.P., F.C.I.S., A.M.B.I.M. BA
A. G. Cottom, A.C.W.A. BA
T. H. Cowperthwaite E
T. H. Crisp, M.I.B.S.M. B
J. Cross, A.B.I.C.C. B
F. R. Dean, M.Sc., A.Inst.P., A.T.I. P
A. Dickson M
A. Diggles M
J. Ditchfield, F.I.B.D. A
J. Donnelly, B.Sc. C
F. H. Downham E
H. Duckworth, A.M.I.E.E. E
R. Duddle, G.I.E.E. E
S. L. Duxbury, B.Sc. M
L. J. Eccles M
R. T. Egerton, B.Sc. P
S. E. Egerton, G.I.E.R.E. E
H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol. C
W. E. Evison, B.Sc., Ph.D. BA
J. S. Fisher, B.Sc. P
P. J. Gaule, B.Comm.(Dublin) BA
Miss R. H. Gibbins, B.Sc. S
D. M. Glen A
S. Good, A.R.C.A. A
R. Greenhalgh M
E. S. Greening, B.Sc., A.F.R.Ae.S. P
F. W. Grimshaw, M.I.E.D., A.M.I.Mech.E. M
C. P. R. Gunstone M
S. Hales M
R. O. Hall, B.Sc.Tech., A.M.C.T., A.M.I.E.E. E
Mrs. B. J. Harrison G
Miss P. Harrison, A.T.D. A
H. Hartley, B.Sc.(Eng.), A.M.I.E.E. E
R. Hatton, A.M.I.Mech.E. M
Mrs. S. C. Heywood, K. D. Hicks, A.R.C.A. S A
R. Hodkinson, B.Sc. P
R. H. Hodson, S.T.A.C., F.I.A.L. S
S. Hogg, M.I.Ptg.M. A
G. F. Hollingworth A
A. R. Howells, B.Sc., Grad.Inst.P. P
R. J. Hudson, B.Sc.(Econ.), A.C.C.A. BA
T. A. Hulton, A.M.I.M.I. M
W. S. Hunter, A.I.O.B. B
D. A. Jenkins, M.Sc., A.R.I.C. C
W. B. Jepson, B.Sc., Ph.D. C
D. Q. King, M.A. A
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
Miss G. M. Lea, B.A. S
A. Lewis, G.I.E.E. E
J. Lindley B

S. B. Lucas, B.Sc.	P
I. J. Lund	M
D. McKenzie, B.Sc.	M
J. M. McMaster	S
J. McRory	M
D. Maddox	S
M. J. Manning, B.Sc.(Eng.), A.F.R.Ae.S.	M
D. J. Marks, B.Sc., Ph.D.	C
D. P. Marples	G
G. R. Marr, M.Sc., A.Inst.P.	P
B. Marshall, A.M.I.E.E.	E
R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T.D., M.I.M.I.	M
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E., A.M.I.E.I.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
J. Paris, M.A., B.Litt.(Oxon.)	A
A. G. Parker, M.Sc.	M
H. C. Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
Miss I. Parsonage, A.C.I.S.	BA
F. K. Pearson, A.M.I.M.I.	M
L. Penrice, A.R.C.A.	A
A. D. Powell, Cert.R.A.S.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B.	B
L. J. Pulford, M.R.S.H., M.R.P.A.	B
G. T. Ramsden	M
K. Redhouse, A.I.O.B., M.R.S.H.	B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S.	P
Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
H. Roberts, Dipl.Ing., A.M.I.Mech.E.	M
C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
E. Schofield, B.A.(Com.), A.C.I.S.	BA
P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
R. J. Simpson, B.Sc.	E
N. T. Slater, B.Sc., A.M.I.E.E.	E
Mrs. T. M. Stableford	BA
D. Swift, B.A.	S
J. H. Taylor, B.Sc., Ph.D.	C
J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
J. Tirrell, Dip. Tech.	M
J. R. Topping, B.Sc.(Econ.), A.C.C.S., F.R.G.S.	BA
J. Unsworth, B.Sc.	P
J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H., M.R.P.A.	B
F. Walmsley, A.M.A.S.E.E., A.M.I.T.E.	E
T. D. Walshaw, D.L.C.(Eng.), B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
F. Whelan	M
J. B. Wignall, B.A.	P
K. E. Wilder	M
J. Wilson, M.A., G.I.E.E.	E
R. Wood, A.M.I.Mech.E., A.M.I.Prod.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A., A.C.C.S.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

Vacancy (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Miss M. A. Coop
Mrs. B. M. Crook
Miss M. A. Hoskinson
Miss D. Howarth
Mrs. M. J. Maddock
Miss C. M. Massey
Miss E. Shillito
Miss J. H. Slee
Mrs. C. Taylor
Miss J. S. Webster
Mrs. T. H. Holland

Telephonists:

Mrs. P. B. Bamford
Mrs. B. Kerry

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

E. Davis (Assistant Engineer)
R. Holmes (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
V. S. Baron
M. Fergus
R. Fletcher
H. Mee
W. Pullen
K. Wharton

Groundsman:

G. Cowell

Nightwatchmen:

S. Bitcon
F. S. Miller

Avenham Premises:

J. Crane (Caretaker)

CALENDAR

1965–66 SESSION

1965

Thursday	9th September	General Staff Meeting, 10-30 a.m.
Monday	13th September	Enrolment, first day
Tuesday	14th September	Enrolment, second day
Wednesday	15th September	Enrolment, last day
Monday	20th September	All day and evening classes commence for the Autumn term
Friday	17th December	All departments close for Christmas after evening classes

1966

Monday	3rd January	All classes re-open for the Spring term.
Tuesday	15th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	1st April	All departments close for Easter after evening classes
Monday	18th April	All classes re-open for the Summer term
Friday	27th May	All departments close for Whitsuntide after evening classes
Monday	6th June	All classes re-open
Friday	1st July	All classes close: end of session
Friday	8th July	End of term: submission of reports

1966-67 SESSION

1966

Thursday	15th September	Staff Meeting
Monday	19th September	Enrolment, first day
Tuesday	20th September	Enrolment, second day
Wednesday	21st September	Enrolment, last day
Monday	26th September	Classes commence

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Students will be enrolled between the times:

10.0 a.m. to 12.30 p.m.
1.30 p.m. to 4-30 p.m.
5-30 p.m. to 8-30 p.m.

on the following days:

Monday, 13th September, 1965
Tuesday, 14th September, 1965
Wednesday, 15th September, 1965

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

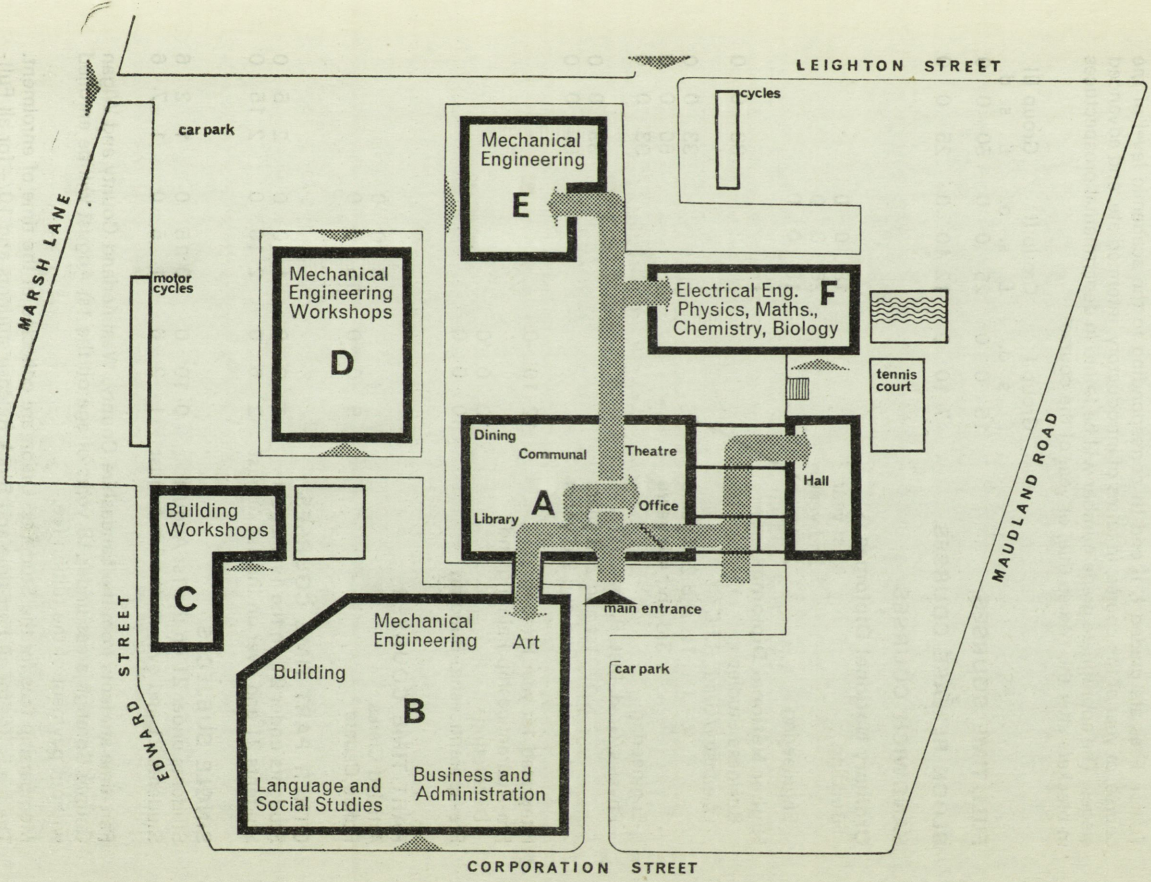
A Block
College Office and enquiries

B Block
School of Art (B7 and B8)
Building Department (B31, B32 and B33)*
Business and Administration Department (B45, B46, B47, B48, B49 and B50)
Language and Social Studies Department (B52 and B55)

E Block
Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block
Chemistry and Biology Department (F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
MARSH LANE
Mechanical Engineering
E
motor cycles
Mechanical Engineering Workshops
D
Electrical Eng. Physics, Maths., Chemistry, Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
MAUDLAND ROAD
EDWARD STREET
Mechanical Engineering
Art
Building
B
car park
Language and Social Studies
Business and Administration
CORPORATION STREET

TUITION FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate grade number will be found in departmental prospectuses in brackets after the course title, or year of the course.

	Group I	Group II	Group III
	£ s. d.	£ s. d.	£ s. d.
FULL-TIME COURSES	15 0 0	25 0 0	50 0 0
BLOCK RELEASE COURSES	7 10 0	12 10 0	25 0 0
SANDWICH COURSES			
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Engineering 2nd year		18 0 0	
Higher National Diplomas:			
Business Studies			33 0 0
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st and 2nd years			33 0 0
2nd and 3rd years			50 0 0
Integrated 1st year Printing	12 10 0		
Pre-Apprenticeship Painting and Decorating	10 0 0		
Pre-apprenticeship Building	10 0 0		
PART-TIME COURSES			
Articled Clerks		3 0 0	
Police Cadets	9 0 0	15 0 0	
OTHER PART-TIME COURSES			
Students under 21 on the 1st August	1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS			
Students under 21 on the 1st August	0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

Part-time students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Membership fees for the Students' Union are collected at the time of enrolment. The fee is 2/– for all Part-time and Block Release students and 10/– for all Full-time and Sandwich Course students (see page xvi).

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable. Suspended or excluded students automatically lose membership of the Students' Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will after the fourth week of session be notified of the absence of their employees, and will receive copies of students sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments, including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid by the student at the time of entry: accounts cannot be sent to employers.

Students will not be informed individually of the last dates of entry or of timetables of examinations, but these will be published on departmental notice boards. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	16th December, 1965
Union of Lancashire and Cheshire Institutes, series A	22nd January, 1966
Assessed papers for National Certificate courses, including endorsements	4th February, 1966
General Certificate of Education papers (N.U.J.M.B.)	11th February, 1966
Union of Lancashire and Cheshire Institutes, series B and C	18th February, 1966
City and Guilds of London Institute	23rd February, 1966
Royal Society of Arts, Summer series	6th May, 1966

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £3 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 7s. 6d. per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted. In the event of a Joint Committee agreeing to the re-examination of a student in a subject, the student will be required to pay the full cost of the re-examination, or to share the cost proportionately should more than one student be involved in the same re-examination.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

GRANTS

Full-time or College-based Sandwich Course students qualified for admission to the College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following:—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he has thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges. It is affiliated to the National Union of Students.

The membership fee is 10/- for full-time students, 2/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies. A Student Union Handbook, issued free to members, describes the activities of the Union.

Officers of the Students' Union:

President:	Mr. R. D. Johnson
Vice-President:	Mr. G. Nickson
Secretary:	Mr. D. Broadbent
Student Treasurer:	Mr. J. F. Stackhouse
Hon. Treasurerr	Mr. D. Swift

Dances and other major social events are regularly arranged in the College and in the town. A Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

An unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Ty.	Trinity County Secondary School
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A., A.L.A.
G. W. Smith, A.L.A.

Librarian Assistants: Mrs. C. A. Blackledge
Miss J. A. Clarkson (on secondment)
Miss C. M. Rogers

The College Library, which is available to all students for reference purposes, has at present a stock of some 14,000 books, together with several thousand bound volumes of periodicals. 350 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags in the racks provided at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturers: D. P. Marples, Dip.P.E., Carnegie College (on secondment)
J. Gridley, A.G.A.
Mrs. B. J. Harrison, Dip.P.E., Dartford College.

Part-time staff:

A. Crowther
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Athletics
Badminton
Basket ball
Canoeing and sailing
Cricket
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Volley ball
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc.

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 2/- will be collected.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1965.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF CHEMISTRY AND BIOLOGY

Telephone – Preston 51831–5 Ext 9

Head of Department

J. J. Betts, B.Sc.(Lond.), Ph.D.(Cantab.), Ph.D.(Birm.), F.R.I.C.

FULL-TIME STAFF

Senior Lecturers in Chemistry

J. Donnelly, B.Sc.
W. B. Jepson, B.Sc., Ph.D.
J. L. Latham, B.Sc., Ph.D., F.R.I.C.
C. A. Russell, M.Sc., Ph.D., F.R.I.C.

Lecturers in Chemistry

S. Blake, B.A., Ph.D.
D. A. Jenkins, M.Sc., A.R.I.C.
D. J. Marks, B.Sc., Ph.D.
G. Newton, B.Sc., Ph.D.
J. H. Taylor, B.Sc., Ph.D.

Lecturer in Metallurgy

A. Ottewell, B.Sc., A.I.M.

Assistant Lecturers in Chemistry

S. Britland, B.Sc.
A. Sherrington, A.R.I.C.
Vacancy

Lecturer in Biology

H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol.

Assistant Lecturer in Physiology

W. H. Rothwell, B.Sc.

PART-TIME STAFF

L. R. Bays, B.Sc., A.R.I.C.
J. P. Betts, B.Sc.
G. Clarke, A.R.I.C.
H. Dawkins, F.I.M.L.T.
A. N. Edmondson, F.R.I.C.
D. R. Evans
R. Field, F.P.S., Ph.C., D.B.A.
J. A. Gatt, B.Sc.
H. H. Gunson, M.D., M.C.Path.
J. S. Kay
M. Kingston, B.Sc.
D. H. Locke, B.Sc., Ph.D.
J. Lord, F.I.M.L.T.
J. C. Mathews, B.Sc., Dip.Ed.
G. Mullard, F.I.M.L.T.
G. Padmore, F.R.I.C.
F. Ramsden, F.I.M.L.T.
R. Rawlinson, F.I.M.L.T.
L. Robertson, M.A., B.M., Dip.Bact., M.C.Path
E. Rogers, A.R.I.C.
N. D. Stears, B.Sc.
H. O. Waring, B.Sc., A.R.I.C. A.I.M.
D. W. White, B.Sc., F.R.I.C.
B. A. Wolstenholme, B.Sc.

LABORATORY STAFF

Senior Laboratory Technician

T. Nicol

Laboratory Technicians

G. R. Cunliffe
J. L. Stoker

Laboratory Assistant

P. Cairns
G. A. Lancaster
S. Van Dolder

College Glassblower

D. R. Evans

IMPORTANT DATES

1965

27th September	Sandwich Courses Begin.
4th October to 8th November	Course on Industrial Corrosion Problems.
13th/27th October	Seminars on Introduction to Ligand Field Theory.

1966

18th/19th February	Short Course on Developments in Chemical Education.
25th March	End of College period for Sandwich Students.
28th March	Industrial Training Period for Sandwich Course Students Begins.
16th September	Industrial Training Period for Sandwich Course Students Ends.

LIST OF COURSES

Full Time and Sandwich page

Graduateship of the Royal Institute of Chemistry (Sandwich) 99
Higher National Diploma in Chemistry 99
Graduateship of the Royal Institute of Chemistry (Full Time) 102
General Certificate of Education: Advanced Level 104

Part Time Day

Graduateship of the Royal Institute of Chemistry 106
Licentiateship of the Royal Institute of Chemistry 107
Higher National Certificate in Chemistry 107
Ancillary Subjects for the Royal Institute of Chemistry 109
Institute of Medical Laboratory Technology: Intermediate 110
Ordinary National Certificate in Chemistry 111
Ordinary National Certificate in Metallurgy 111
General Certificate of Education: Advanced Level 113
General Certificate of Education: Ordinary Level 113
Certificated Gardners Course 113
Dispensing Assistants. Society of Apothecaries Certificate 114

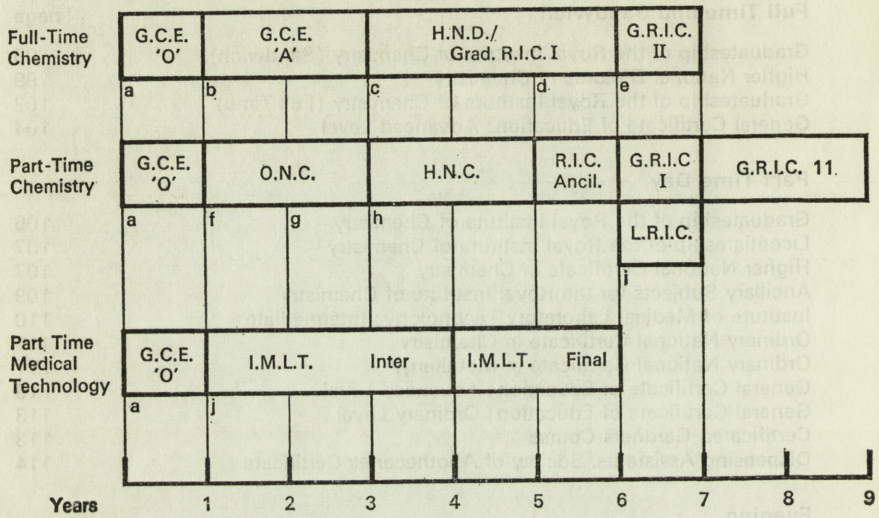
Evening

Institute of Medical Laboratory Technology: Final 115
Diploma in Nursing of the University of London 115
Ancillary Subjects for the Royal Institute of Chemistry 115
Ordinary National Certificate in Chemistry 116
General Certificate of Education: Advanced Level 116
General Certificate of Education: Ordinary Level 117
Natural History and Field Studies 117

Special Courses

Industrial Corrosion Problems 117
Research Courses leading to M.Sc. and Ph.D. degrees 118
Developments in Chemical Education 118

QUALIFICATIONS FOR ENTRY TO COURSES



(a) School until 16, some G.C.E. (Ordinary) subjects an advantage.

(b) G.C.E. (Ordinary) in Chemistry, Physics, Mathematics and English; an 'Arts' or a Language subject for those students working for a professional qualification.

(c) G.C.E. Ordinary in Chemistry, Physics, Mathematics, English, and an 'Arts' subject; Good G.C.E. (Advanced) in Chemistry; Study of Physics and Mathematics to at least one year full-time beyond G.C.E. (Ordinary) level.

(d) H.N.C. in Chemistry; G.C.E. (Ordinary) in English and an 'Arts' subject.

(e) Grad. R.I.C. Part 1. Passes in Mathematics and Physics and a third ancillary subject.

(f) G.C.E. (Ordinary) in Chemistry, Physics, Mathematics, English.

(g) G.C.E. (Ordinary) in Physics, Mathematics, English; G.C.E. (Advanced) in Chemistry and one other subject.

(h) G.C.E. (Ordinary) in Chemistry Physics, Mathematics, English and an 'Arts subject if L.R.I.C. is contemplated; G.C.E. (Advanced) in Chemistry and two other subjects, usually Physics and Mathematics. O.N.C. in Chemistry plus an 'Arts' subject and English at G.C.E. Ordinary level.

(i) H.N.C. in Chemistry; R.I.C. Ancillary subjects Physics and Mathematics, G.C.E. (Ordinary) in English and an 'Arts' subject.

(j) G.C.E. (Ordinary) in Mathematics, English, a Science subject and one other subject.

FULL-TIME/SANDWICH COURSES

GENERAL INFORMATION OF QUALIFICATIONS OF THE ROYAL INSTITUTE OF CHEMISTRY

The Royal Institute of Chemistry is the qualifying professional organisation for Chemists, including those engaged on the advancement, teaching, and practice of chemistry and in the applications of the science in industry and the public service.

There are three grades of corporate membership, Licentiateship (L.R.I.C.), Associateship (A.R.I.C.) and Fellowship (F.R.I.C.). The qualifications to enter the Licentiate or Associate grades are: (a) one or two years in the practice of chemistry ; (b) success in either qualifying examinations of the Royal Institute of Chemistry or examinations of associated bodies like the Joint Committee for Chemistry, or of Universities ; (c) acceptable general education.

General education requirements for both grades are : G.C.E. (Ordinary) level in English Language, Elementary Mathematics, and at least one "art" and two science subjects or *vice versa*.

Academic requirements for admission to Licentiateship may be any of the following :—

(i) H.N C. in Chemistry, Ancillary Mathematics and Physics, satisfactory completion of an approved post-H N.C. course in a field of applied or pure chemistry, the final examination being externally assessed

(ii) Qualified for entry to, and passed Part I of the Graduate Membership (Grad. R.I.C.) examination, subject to evidence of having pursued an appropriate course of practical work and having passed an approved practical examination.

(iii) Degree in Science at a British University with Chemistry as the main subject.

Academic requirements for admission to the Associateship may be either :—

(i) G.C.E. (Advanced) level Chemistry, or O.N.C. (Chemistry) Ancillary Mathematics and Physics, success in Part I of the Graduate Membership of the Royal Institute of Chemistry examination, a third Ancillary subject, *e.g.* Metallurgy, success in Part 2 of the Grad. R.I.C. examination.
or

(ii) Honours degree in Chemistry with either a First Class or Upper Second Class Honours pass.

HIGHER NATIONAL DIPLOMA, LICENTIATESHIP AND ASSOCIATESHIP OF THE ROYAL INSTITUTE OF CHEMISTRY (Sandwich Course)

This course is a Sandwich Course of four years duration leading to the final professional examination of the Royal Institute of Chemistry.

In each of the first two years, students will spend alternate periods in industry and in full-time study at the College, *e.g.*

College—October to April.
Industry—April to October

The College will be responsible for placing students in suitable employment with selected firms during their industrial training period.

The third and fourth years of the course will consist of nine months full-time study at the College.

Examination and Awards

On the successful conclusion of the first three years of the course, students will qualify for the award of a Higher National Diploma in Chemistry by an internal examination. Good marks in the examination will gain exemption from Grad. R.I.C. Part I. Students may also take the June examination for Part I of the Graduate Membership of the Royal Institute of Chemistry. Success in the Part I examination will enable the student to claim exemption from the qualifying examinations of the Licentiateship of the Royal Institute of Chemistry.

At the end of the fourth year of the course students will take the Part II examination for the Graduate Membership. The standard of this examination is equivalent to that of a good honours degree in Chemistry and is recognised by most Universities as a qualification for entry to their research schools and subsequent awards of higher degrees.

Conditions of Entry

Candidates for entry to the first year of the course must have passed the General Certificate of Education at Ordinary Level in Mathematics, English Language, one Arts subject, one Science subject (other than Chemistry).

and

either General Certificate of Education Advanced Level Chemistry—together with the study of Mathematics and Physics to one year beyond the (O) level syllabus ;

or Possess an Ordinary National Certificate in Chemistry and one other G.C.E. (O) level subject in addition to the four above.

for further details and application forms, intending students should consult the Head of Department.

1st YEAR (III) (24 weeks)

Inorganic Chemistry: Chemical bonding, atomic structure, valency, further study of typical elements radiochemistry.

Organic Chemistry: Electronic theory of organic chemistry and its application, stereo-chemistry I.

Physical Chemistry: Thermodynamics, First Law, Quantum Theory and Spectrophotometry, Kinetic-Molecular Theory of Gases, electrochemistry.

Room	Day	Time	Subject	Lecturer	Class No
F38	M	9.00–10.00	Organic Theory	S. Blake	C1
F35		10.00–11.00	Tutorial	G. Newton	C2
F38		11.00–12.00	Inorganic Theory	A. Sherrington	C3
F38		1.30–2.30	Physical Theory	S. Britland	C4
F40		2.30–5.30	Organic Practical	S. Blake	C5
F41	Tu.	9.00–12.15	Chemistry Practical	D. J. Marks	C6
F45		1.45–2.45	Inorganic Tutorial	A. Sherrington	C7
F35		2.45–3.45	Liberal Studies	D. Swift	S301
F35·11		3.45–5.15	Glass Blowing/ Tutorial	D. J. Marks	C8
	W	9.00–10.00	Physics Theory	F. R. Dean	P221
F38		10.00–11.00	Organic Tutorial	S. Blake	C9
F32		11.00–12.30	Mathematics	S. B. Lucas	P222

Room	Day	Time	Subject	Lecturer	Class No
F46	Th.	9.00–12.15	Chemistry Practical	S. Britland	C10
F11		1.45–3.15	Mathematics	S. B. Lucas	P223
F35		3.15–4.15	Physical Tutorial	J. J. Betts	C11
B12		4.15–5.15	Physics Theory	F. R. Dean	P224
F11	F	9.00–10.30	Mathematics	S. B. Lucas	P225
Lib.		10.30–11.15	Tutorial	S. Britland	C12
B46		11.15–12.15	Liberal Studies		S393–406
F11		1.45–2.45	Physics Theory	F. R. Dean	P226
F18		3.00–5.15	Physics Practical	F. R. Dean	P227

2nd YEAR (III) (24 weeks)

Inorganic Chemistry: Transition elements, co-ordination compounds, carbonyls, Interhalogens.

Organic Chemistry: Aromatic Chemistry, Stereochemistry 2.

Physical Chemistry: Thermodynamics (Second and Third Laws), Electrochemistry (Galvanic Cells), Phase Equilibria, Reaction Kinetics.

F41	M	9.00–12.15	Chemistry Practical	J. Taylor	C13
F27		1.45–3.45	Statistics	G. J. Blackledge	P228
F35		3.45–5.00	Tuturial	G. Newton	C14
F35	Tu.	9.00–10.00	Theoretical Chemistry	J. Taylor	C15
F35		10.00–11.00	Liberal Studies	G. Allen	S453
F45		11.00–12.15	Inorganic Tutorial	J. Donnelly	C16
		1.45–2.45	Metallurgy	A. Ottewell	C17
		1.45–2.45	Microbiology Theory	H. E. G. Emmett	C18
F34		2.45–5 15	Metallurgy	A. Ottewell	C19
F36		2.45–5.15	Microbiology Practical	H. E. G. Emmett	C20
F40	W	9.00–12.15	Organic Practical	G. Newton	C21
F38	Th.	9.00–10.00	Inorganic Theory	J. Taylor	C22
F45		10.00–11.00	Chemistry Tutorial	D. A Jenkins	C23
F38		11.00–12.15	Physical Theory	D. A. Jenkins	C24
F38		1.45–2.45	Organic Theory	G. Newton	C25
F45		2.45–3.45	Chemistry Tutorial	C. A. Russell	C26
F45		3.45–5.00	Chemistry Tutorial	D. J. Marks	C27
F35	F	9.00–10.00	Metallurgy Theory	A. Ottewell	C28
F45		9.00–10.00	Microbiology	H. E. G. Emmett	C29
F45		10.00–11.15	Organic Tutorial	C. A. Russell	C30
B62		11.15–12.15	Liberal Studies		S175
F46		1.45–5.15	Chemistry Practical	J. J. Betts	C31

3rd YEAR (III)

Inorganic Chemistry: Comparative Chemistry of the Groups, review and extension of theoretical chemistry.

Organic Chemistry: Alicyclic and Heterocyclic Chemistry, Stereochemistry 3.

Physical Chemistry: Extension of Thermodynamics, Surface and Colloid Chemistry, Thermodynamics of solutions.

F35	M	9.00–10.00	Chemistry Tutorial	J. J. Betts	C32
F38		10.00–11.00	Metallurgy	A. Ottewell	C33
F37		10.00–11.00	Microbiology Theory	H. E. G. Emmett	C34

Room	Day	Time	Subject	Lecturer	Class No
Lib/F35		11.00–12.15	Library/Tutorial		C70
F35		1.45–2.45	Tutorial	G. Newton	C35
F35		2.45–3.45	Tutorial	D. A. Jenkins	C36
F38		4.00–5.15	Tutorial	J. J. Betts	C37
F38	Tu.	9.00–10.00	Physical Theory	D. A. Jenkins	C38
F35		10.00–11.00	Liberal Studies	G. Allen	S454
F38		11.00–12.00	Organic Theory	D. W. White	C39
F38		1.30–2.30	Inorganic Theory	J. Donnelly	C40
F41		2.30–5.15	Chemistry Practical	J. Donnelly	C41
F46	W	9.00–12.15	Chemistry Practical	J. L. Latham	C42
B20	Th.	9.00–10.00	Metallorgy	A. Ottewell	C43
		9.00–10.00	Microbiology Theory	H. E. G. Emmett	C44
F34		10.00–12.15	Metallorgy	A. Ottewell	C44
F36		10.00–12.15	Microbiology Practical	H. E. G. Emmett	C45
F45		1.45–2.45	Theoretical Chemistry	D. J. Marks	C46
Lib.		2.45–4.15	Library Tutorial	J. Donnelly	C47
F35		4.15–5.15	Inorganic Tutorial	J. Donnelly	C48
B50	F	9.00–11.00	Industrial Administration	W. E. Evison	BA361
B44		11.15–12.15	Liberal Studies		S175
F40		1.45–5.15	Organic Practical	C. A. Russell	C49

4th YEAR (III)

F45	M	9.00–10.00	Inorganic Theory	J. Donnelly	C50
F45		10.00–11.00	Tutorial	C. A. Russell	C51
F45		11.00–12.00	Organic Theory	C. A. Russell	C52
F45		1.30–2.30	Physical Theory	J. J. Betts	C53
Lib/B48		2.30–4.15	Tutorial	J. Donnelly	C54
Lib/B48		4.15–5.15	Tutorial	C. A. Russell	C55
F45	Tu.	9.00–10.00	Organic Theory	C. A. Russell	C56
F40		10.00–1.00	Organic Practical	G. Newton	C57
F40		1.00–5.15	Organic Practical	D. W. White	C58
F38	W	9.00–10.00	Inorganic Theory	D. J. Marks	C59
Lib		10.00–11.00	Library Tutorial	C. A. Russell	C60
F35		11.00–12.15	Inorganic Tutorial	J. Donnelly	C61
F41	Th.	9.00–12.15	Chemistry Practical	D. J. Marks	C62
F35		1.45–2.45	Physical Theory	J. L. Latham	C63
F38		2.45–3.45	Tutorial		C64
F38		3.45–5.15	Organic Tutorial	S. Blake	C65
F/46	F	9.00–12.15	Chemistry Practical	J. L. Latham	C66
F45		1.45–2.45	Physical Tutorial	J. L. Latham	C67
F45/Lib		2.45–4.15	Library Tutorial	J. Donnelly	C68
F45		4.15–5.15	Theoretical Chemistry	J. Taylor	C69

GRADUATE MEMBERSHIP OF THE ROYAL INSTITUTE OF CHEMISTRY

Full-time Post Higher National Certificate Course

This course is a full-time course of two years duration, leading to the final professional examination of the Royal Institute of Chemistry.

Examination and Awards

At the end of the first year of the course, students will take the June examination for Part 1 of the Graduate Membership of the Royal Institute of Chemistry. Success in this examination will enable students to claim exemption from the qualifying examinations of the Licentiateship of the Royal Institute of Chemistry.

The Part 2 examination for Graduate Membership will be taken at the end of the second year of the course. This examination takes place in September. The standard of the examination is that of a good honours degree in Chemistry and is recognised by most Universities as a qualification for entry to their research schools and subsequent awards of higher degrees.

Conditions of Entry

Candidates for entry to the first year of the course must have passed the General Certificate of Education at Ordinary level in Mathematics, English Language, one Arts subject, one Science subject (other than Chemistry), and possess Higher National Certificate in Chemistry.

The Royal Institute of Chemistry requirements with regard to ancillary Mathematics and Physics at the equivalent of General Certificate of Education, Advanced Level, will be dealt with during the first year of this course.

Candidates for entry to the Second Year of the course must have passed the Grad. R.I.C. Part 1 examination and either have passed the Third ancillary subject or else have studied it for one year.

Further details may be obtained from the Head of Department.

1st YEAR (III)

Examinations in Physics and Mathematics will be held about Easter 1966 and the Grad. R.I.C. Part 1 examination in June 1966.

Room	Day	Time	Subject	Lecturer	Class No
F35	M	9.00–10.00	Chemistry Tutorial	J. J. Betts	C32
F38/37		10.00–11.00	Metallurgy	A. Ottewell	C33
F37		10.00–11.00	Microbiology Theory	H. E. G. Emmett	C34
Lib/F35		11.00–12.15	Library Tutorial		C70
F35		1.45–2.45	Organic Tutorial	G. Newton	C35
F35		2.45–3.45	Tutorial	D. A. Jenkins	C36
F38		4.00–4.15	Physical Tutorial	J. J. Betts	C37
F38	Tu.	9.00–10.00	Physical Theory	D. A. Jenkins	C38
F38		10.00–11.00	Liberal Studies		
F38		11.00–12.00	Organic Theory	D. W. White	C39
F38		1.30–2.30	Inorganic Theory	J. Donnelly	C40
F41		2.30–5.15	Chemistry Practical	J. Donnelly	C41
	W	9.00–10 00	Physics Theory	F. R. Dean	P221
Lib		10.00–11.00	Tutorial		
		11.00–12.00	Mathematics	S. B. Lucas	P222
	Th.	9.00–10.00	Metallurgy	A. Ottewell	C43
		9.00–10.00	Microbiology Theory	H. E. G. Emmett	C44
		10.00–12.15	Metallurgy	A. Ottewell	C44
		10.00–12.15	Microbiology Practical	H. E. G. Emmett	C45
F45		1.45–2.45	Theoretical Chemistry	D. J. Marks	C46
Lib		2.45–4.15	Library Tutorial	J. Donnelly	C47
F35		4.15–5.15	Inorganic Tutorial	J. Donnelly	C48

Room	Day	Time	Subject	Lecturer	Class No
F26	F	9.00–10.30	Mathematics	S. B. Lucas	P225
Lib		10.30–12.15	Tutorial	S. Britland	C12
F33		1.45–3.15	Physics Theory	F. R. Dean	P226
F18		3.15–5.15	Physics Practical	F. R. Dean	P226

2nd YEAR (III)

F45	M	9.00–10.00	Inorganic Theory	J. Donnelly	C50
F45		10.00–11.00	Tutorial	C. A. Russell	C51
F45		11.00–12.00	Organic Theory	C. A. Russell	C52
F45		1.30–2.30	Physical Theory	J. J. Betts	C53
Lib/B48		2.30–4.15	Tutorial	J. Donnelly	C54
Lib/B48		4.15–5.15	Tutorial	C. A. Russell	C55
F45	Tu.	9.00–10.00	Organic Theory	C. A. Russell	C56
F40		10.00–1.00	Organic Practical	G. Newton	C57
F40		1.00–5.15	Organic Practical	D. W. White	C58
F35	W	9.00–10.00	Inorganic Theory	D. J. Marks	C59
Lib		10.00–11.00	Library Tutorial	C. A. Russell	C60
F35		11.00–12.15	Inorganic Tutorial	J. Donnelly	C61
F41	Th.	9.00–12.15	Chemistry Practical	D. J. Marks	C62
F35		1.45–2.45	Physical Theory	J. L. Latham	C63
F38		2.45–3.45	Tutorial		C64
F38		3.45–5.15	Organic Tutorial	S. Blake	C65
F41/46	F	9.00–12.15	Chemistry Practical	J. L. Latham	C66
F45		1.45–2.45	Physical Tutorial	J. L. Latham	C67
F45/Lib		2.45–4.15	Library Tutorial	J. Donnelly	C68
F45		4.15–5.15	Theoretical Chemistry	S. Taylor	C69
F35		6.30–8.00	Metallurgy Theory	D. H. Locke	C71
F34		8.00–9.30	Metallurgy Practical	D. H. Locke	C72

GENERAL CERTIFICATE OF EDUCATION, ADVANCED LEVEL

The department combines with the Physics department to provide a full-time course which is suitable for those students who are preparing for the Intermediate B.Sc., and the Advanced Level of the General Certificate of Education. The College is a centre for the General Certificate Examination for the theory and practical papers.

Classes are provided in Chemistry, Biology, Botany, Zoology, Physics and Mathematics.

Students will normally be expected to have attained G.C.E. (O) level in Chemistry, Physics, Mathematics and English Language before being admitted to this course.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F37	M	9.00–10.00	Biology Theory	H. E. G. Emmett	C73
F11		9.00–10.00	Theoretical Mechanics	S. B. Lucas	P85
F11		10.00–11.00	Physics Tutorial	F. Richardson	P86
F20		11.00–12.30	Physics Practical	F. Richardson	P87
F21		2.00–3.00	Mathematics	S. B. Lucas	P88
B19		2.00–3.00	Biology Theory	H. E. G. Emmett	C74
F26		3.00–4.00	Physics Tutorial	M. Evison	P89
F27		4.00–5.15	Theoretical Mechanics	J. R. Wignall	P90

Room	Day	Time	Subject	Lecturer	Class No
F37	Tu.	9.00–11.15	Biology Practical	B. A. Wolstenholme	C74
F11		10.00–11.15	Mathematics	S. B. Lucas	P91
B18		11.15–12.15	Inorganic Chemistry Theory	A. Sherrington	C75
B18		1.45–2.45	Physical Chemistry Theory	S. Britland	C76
F26		3.00–4.00	Theoretical Mechanics	J. B. Wignall	P92
F45		4.15–5.15	Organic Theory	S. Blake	C77
F32	W	9.00–10.00	Physics Theory	M. Evison	P93
F32		10.00–11.00	Theoretical Mechanics	J. B. Wignall	P95
F35		10.00–11.00	Biology Theory	H. E. G. Emmett	C78
		11.15–12.15	Use of English	B. Palfrey	S327
F20		1.30–3.00	Physics Practical	F. Richardson	P96
F40/41		3.30–5.15	Chemistry Practical	A. Sherrington	C79
F26	Th.	9.00–10.00	Physics Theory	M. Evison	P97
F38		10.00–11.00	Chemistry Tutorial		
F26		10.00–11.00	Mathematics	S. B. Lucas	P99
F26		11.15–12.15	Theoretical Mechanics	J. B. Wignall	P100
F27		1.30–3.00	Computation	J. S. Moorman	P101
		2.00–3.00	Biology Theory		C80
F20		3.00–5.00	Mathematics Laboratory		P102
F42	F	9.00–11.15	Chemistry Practical		C81
F35		11.15–12.15	Inorganic Theory	A. Sherrington	C82
		1.45–2.45	Liberal Studies		S414–429
F37		2.45–5.15	Biology Practical	H. E. G. Emmett	C83
F11		2.45–3.45	Electronics	R. Hodgkinson	P103
F33		4.00–5.00	Electronics	R. Hodgkinson	P104
2nd YEAR (II)					
F27	M	9.00–11.00	Computation	J. D. Rimmer	P105
B60		9.00–10.00	Biology	W. Rothwell	C84
F33		11.00–12.15	Mathematics	J. D. Rimmer	P106
F26		1.45–3.00	Theoretical Mechanics	J. S. Moorman	P107
B12		2.00–3.00	Biology Theory	W. Rothwell	C85
F33		3.00–4.00	Physics Theory	G. R. Marr	P108
F21		4.00–5.30	Physics Practical Group A	F. R. Dean	P109
F20		4.00–5.30	Physics Practical Group B	M. Evison	P110
F37	Tu.	9.00–11.15	Biology Practical	H. E. G. Emmett	C86
F11		9.00–10.00	Mathematics	J. D. Rimmer	P111
F27		10.00–11.15	Computation	J. D. Rimmer	P112
F35		11.15–12.15	Organic Theory	S. Blake	C87
F35		1.45–2.45	Inorganic Theory		C88
F45		2.45–3.45	Use of English	B. Palfrey	S300
F38		4 15–5.15	Physical Theory	J. J. Betts	C89
F30	W	9.00–10.30	Physics Theory	D. O. Hughes	P113
F11		10.30–12.15	Physics Tutorial Group A	G. R. Marr	P114
F20		10.30–12.15	Physics Practical Group B	F. R. Dean	P115
F35		1.45–3.00	Biology Thoery	H. E. G. Emmett	C90
F26		1.45–3.00	Mathematics	J. D. Rimmer	P116
F41/40		3.30–5.15	Chemistry Practical		C91

Room	Day	Time	Subject	Lecturer	Class No
F33	Th.	9.00–10.00	Physics Theory	G. R. Marr	P117
F33		10.00–11.00	Theoretical Mechanics	J. S. Moorman	P118
F20		11.00–12.30	Physics Practical Group A	M. Evison	P119
F11		11.00–12.30	Physics Tutorial Group B	D. O. Hughes	P120
F32		2.00–3.00	Mathematics	J. D. Rimmer	P121
		2.00–3.00	Biology	H. E. G. Emmett	C92
F26		3.15–5.15	Theoretical Mechanics	J. S. Moorman	P122
B18		4.15–5.15	Chemistry Tutorial		C93
F26		4.15–5.15	Electronics	A. R. Howells	P123
F40	F	9.00–11.15	Chemistry Practical	S. Blake	C94
F45		11.15–12.15	Inorganic Chemistry Theory		C95
		1.45–2.45	Liberal Studies		S414–429
F37		2.45–5.15	Biology Practical	W. Rothwell	C96
F32		3.15–4.15	Theoretical Mechanics	J. S. Moorman	P124

PART-TIME COURSES

GRADUATESHIP OF THE ROYAL INSTITUTE OF CHEMISTRY

The College is recognised by the Institute as a centre for preparing students for the academic requirements of the Associateship (see page 99). A five-year course has been arranged, the first two years being the first and second years of the Licentiate/ H.N.C. course, details of which are set out on page 99 Students entering this three-year final course should have reached Higher National Certificate standard in Chemistry and have passed ancillary Mathematics and Physics.

The Grad. R.I.C. Part 1 examination is taken at the end of the first year.

Course members are advised to register as Student Members of the Institute as soon as possible and should write for details to : The Registrar, The Royal Institute of Chemistry, 30 Russell Square, London, W.C.1. Student Members receive the Journal of the Royal Institute of Chemistry and may attend meetings of the Institute. Students entering this course must produce evidence of having obtained the G.C.E. (Advanced Level) in Chemistry or having obtained an Ordinary National Certificate in Chemistry.

Grad. R.I.C. Part 1 (III)

Room	Day	Time	Subject	Lecturer	Class No
F38	Tu.	9.00–10.00	Physical Theory	A. Sherrington	C97
F45		10.00–11.00	Inorganic Tutorial	J. Taylor	C98
F38		11.00–12.00	Organic Theory	C. A. Russell	C99
F38		1.30–2.30	Inorganic Theory	D. J. Marks	C100
F38		2.30–3.30	Organic Tutorial	C. A. Russell	C101
F46		3.30–5.30	Chemistry Practical		C102
F45	Th.	6.30–7.30	Theorectical Chemistry	D. J. Marks	C103
F45		7.30–9.00	Physical Tutorial	J. L. Latham	C104

Grad R.I.C. Part 2. 1st/2nd YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
F45	M	9.00–10.00	Inorganic Theory	D. J. Marks	C105
F45		10.00–11.00	Tutorial	D. A. Jenkins	C106
F45		11.00–12.00	Organic Theory	G. Newton	C107
F45		1.30–2.30	Physical Theory	C. A. Russell	C108
F45		2.30–3.30	Tutorial	C. A. Russell	C109
F45		3.30–4.30	Theorectical Chemistry	J. Taylor	C110
F41		6.30–9.30	Chemistry Practical	J. C. Mathews	C111
F40	Th.	6.30–9.30	Organic Practical	P. Emmott	C112

LICENTIATESHIP OF THE ROYAL INSTITUTE OF CHEMISTRY (L.R.I.C.) AND HIGHER NATIONAL CERTIFICATE

The Department provides a three-year course to prepare students for examinations necessary to fulfill the academic requirements for the Licentiateship grade. After the first two years, students take the Higher National Certificate examinations in Chemistry. The final year of the Course is devoted to the application of modern aspects of chemistry to Chemical Analysis, and the qualifying examination is an endorsement on the Higher National Certificate.

Students taking the course should have passed the Ordinary National Certificate in Chemistry or have obtained G.C.E. (Advanced) level passes in Chemistry, Mathematics and Physics.

1st YEAR (III)

General Chemistry: Chemical Bonding, atomic structure, kinetic and thermodynamic principles, stereochemistry.

Inorganic Chemistry: Atomic Structure, Valency, Further study of Typical elements, Radiochemistry.

Organic Chemistry: Advanced aliphatic chemistry.

Physical Chemistry: Thermodynamics (First Law), Liquids, phase equilibria electrochemistry (conductivities).

Group A

Room	Day	Time	Subject	Lecturer	Class No
F38	M	9.00–10.00	Organic Theory	C. A. Russell	C113
F35		10.00–11.00	Tutorial	S. Britland	C114
F38		11.00–12.00	Inorganic Theory	D. J. Marks	C115
F38		1.30–2,30	Physical Theory	D. A. Jenkins	C116
F46		2.30–5.30	Physical Practical 1st Term	S. Britland	C117
F41		2.45–5.30	Inorganic Practical 2nd Term	A. Sherrington	C118
F40		2.30–5.30	Organic Practical 3rd Term	S. Blake	C119
F11	Tu.	6.30–8.30	Glassblowing (10 weeks)	D. Evans	C120

Room	Day	Time	Subject	Lecturer	Class No
F40	W	6.30–9.30	Organic Practical 1st Term	A. N. Edmondson	C121
F42		6.30–9.30	Physical Practical 2nd Term	S. Britland	C122
F41		6.30–9.30	Inorganic Practical 3rd Term	E. Rogers	C123

Group B

F38	M	9.00–10.00	Organic Theory	A. Sherrington	C124
F35		10.00–11.00	Tutorial	S. Blake	C125
F38		11.00–12.00	Inorganic Theory	S. Britland	C126
F38		1.30–2.30	Physical Theory	D. J. Marks	C127
F41		2.45–5.30	Inorganic Practical 1st and 3rd Terms	A. Sherrington	C128
F46		2.30–5.30	Physical Practical 2nd Term	S Britland	C129
F11	Tu.	6.30–8.30	Glassblowing (10 weeks)	D. Evans	C130
F42	W	6.30–9.30	Physical Practical 1st Term	S. Britland	C131
F40		6.30–9.30	Organic Practical 2nd and 3rd Terms	A. N. Edmondson	C132

2nd Year (III)

Inorganic Chemistry: Transition Elements, Co-ordination Compounds, Carbonyls, Interhalogens.

Organic Chemistry: Aromatic Chemistry.

Physical Chemistry: Thermodynamics (2nd Law), electrochemistry (galvanic cells), colloids, reaction kinetics.

Group A

F46	Tu.	6.30–9.30	Physical Practical 1st Term	J. L. Latham	C133
F41		6.30–9.30	Inorganic Practical 2nd Term	D. J. Marks	C134
F40		6.30–9.30	Organic Practical 3rd Term	S. Blake	C135
F38	Th.	9.00–10.00	Inorganic Theory	J. Donnelly	C136
Lib		10.00–11.00	Physical Tutorial	J. L. Latham	C137
F38		11.00–12.15	Physical Theory	J. Taylor	C138
F38		1.45–2.45	Organic Theory	S. Blake	C139
F40		2.45–5.30	Organic Practical 1st Term	G. Newton	C140
F46		2.45–5.30	Physical Practical 2nd Term	D. A. Jenkins	C141
F41		2.45–5.30	Inorganic Practical 3rd Term	J. Taylor	C142
F40/42	F	6.30–8.30	Organic Practical	G. Newton	C143

Group B

Room	Day	Time	Subject	Lecturer	Class No
F41	Tu.	6.30–9.30	Inorganic Practical 1st and 3rd Terms	D. J. Marks	C144
F46		6.30–9.30	Physical Practical 2nd Term	J. L. Latham	C145
F38	Th.	9.00–10.00	Inorganic Theory	J. L. Latham	C146
Lib		10.00–11.00	Tutorial	J. Taylor	C147
F38		11.00–12 15	Physical Theory	J. L. Latham	C148
F38		1.45–2.45	Organic Theory	C. A. Russell	C149
F46		2.45–5.30	Physical Practical 1st Term	D. A. Jenkins	C150
F40		2.45–5.30	Organic Practical 2nd and 3rd Terms	G. Newton	C151
F40/42	F	6.30–8.30	Organic Practical		C152

3rd YEAR (III)

Analysis Theory 1: Radiochemistry, Complexímetry, Non-Aqueous Titrimetry, Ion Exchange Resins.

Analysis Theory 2: Potentiometry, pH, Electro-analysis, Coulometry, Polarography, Amperometry.

Analysis Theory 3: Spectrometry, Spectrophotometry, Chromatography.

ADVANCED ANALYTICAL CHEMISTRY (III)

Room	Day	Time	Subject	Lecturer	Class No
F45	W	9.00–10.15	Analysis Theory 2	D. A. Jenkins	C153
F45		10.15–11.30	Analysis Theory 3	J. Taylor/D. J. Marks	C154
F45		11.30–12.30	Tutorial	D. A. Jenkins	C155
F45		2.00–3.00	Analysis Theory 1	J. Donnelly/ D. J. Marks	C156
F46/F30		3.00–5.00	Practical Analysis	J. Donnelly J. Taylor D. A. Jenkins	C157
F46/F30		6.30–8.30	Practical Analysis	J. Donnelly J. Taylor D. A. Jenkins	C158

ANCILLARY SUBJECTS FOR LICENTIATE AND ASSOCIATE MEMBERSHIP QUALIFICATIONS (II and III)

Courses are provided for Ancillary Subjects as required by the Royal Institute of Chemistry. Examinations in these subjects are set internally but are externally assessed by assessors approved by the R.I.C.

Students who have not obtained Mathematics and Physics at G.C.E. (Advanced) level may take the Ancillary Year either after O.N.C. or after the second year of the L.R.I.C./A.R.I.C. course.

For students who require only one ancillary subject to complete the ancillary qualification, it is advisable to attend an evening course in the subject and thus save having to study a further year in order to complete the ancillary requirement.

Students contemplating transferring from the Part-time to the full-time L.R.I.C./A.R.I.C. course at the end of the second year, should remember that they must have read Metallurgy for at least one year as well as having Mathematics and Physics ancillaries.

Room	Day	Time	Subject	Lecturer	Class No
F33	F	9.00–10.00	Physics Theory	F. R. Dean	P229
F20		10.00–11.30	Physics Practical	F. R. Dean	P230
F33		11.30–12.30	Physics Theory	F. R. Dean	P231
F27		1.45–4.00	Mathematics	S. B. Lucas	P232
F35		4.15–5.15	Chemistry Tutorial	J. L. Latham	C159
F35		6.30–8.00 III	Metallurgy Theory	D. H. Locke	C71
F34		8.00–9.00	Metallurgy Practical	D. H. Locke	C72
F46/41	Tu.	6.30–8.30	Chemistry Practical	D. A. Jenkins	C160
F33	M	6.30–8.00	Physics Theory	F. R. Dean	P185
F20		8.00–9.30	Physics Practical	F. R. Dean	P186
B12	W	6.30–9.00	Theoretical Mechanics	C. P. Brightling	P178
F32	Th.	6.30–9.00	Mathematics	E. S. Greening	P187

INSTITUTE OF MEDICAL LABORATORY TECHNOLOGY

This course of three years duration, is designed for Medical Laboratory Technicians who wish to prepare themselves for the Intermediate examination of the Institute of Medical Laboratory Technology.

Entry qualifications for the course are passes in four G.C.E. Ordinary level subjects including English, Mathematics, and a Science. Before taking the examination, candidates should have completed two years medical laboratory experience.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B18	F	9.00–11.00	Mathematics and Statistics	T. Herod	P233
F37		11.00–12.30	Biology Practical	W. Rothwell	C161
F35		1.45–2.45	Biology Theory	W. Rothwell	C162
F33		2.45–3.45	Physics Theory	M. Evison	P234
F11		3.45–5.15	Physics Practical	M. Evison	P235
F35		6.30–7.30	Chemistry Theory	L. R. Bays	C163
F41		7.30–9.00	Chemistry Practical	L. R Bays	C164

2nd YEAR (II)

Group A

F42	Tu.	9.00–11.30	Chemistry Practical	S. Britland	C165
B12		11.30–12.30	Chemistry Theory	S. Britland	C166
B12		1.45–2.45	Physiology Theory	W. Rothwell	C167
F37		3.00–5.00	Physiology Practical	W. Rothwell	C168
F35		6.00–7.00	Biochemistry Theory	W. Rothwell	C169
F36		7.00–9.00	Bacteriology	F. Ramsden	C170

Group B

F37	Th.	9.00–10.00	Physiology Theory	W. Rothwell	C171
F37		10.00–12.15	Physioiogy Practical	W. Rothwell	C172
B46		1.45–2.45	Biochemistry Theory	W. Rothwell	C173
F42		2.45–5.00	Chemistry Practical	S. Britland	C174
F35		6.00–7.00	Chemistry Theory	S. Britland	C175
F36		7.00–9.00	Bacteriology	F. Ramsden	C176

3rd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F35	W	9.00–10.00	Bacteriology Theory/ Physiology Theory	H. Dawkins/ W. Rothwell	C177
F42/37		10.00–12.15	Bacteriology Practical/ Physiology Practical	H. Dawkins/ W. Rothwell	C178
F37		1.45–5.00	Haematology/ Blood Transfusion	J. A. Lord/ G. Mullard	C179
F37		6.00–7.00	Chemical Pathology/ Histopathology Theory	G. Padmore/ R. Rawlinson	C180
F37/41/42		7.00–9.00	Chemical Pathology/ Histopathology Practical	G. Padmore/ R. Rawlinson	C181

ORDINARY NATIONAL CERTIFICATE IN CHEMISTRY/METALLURGY

By September 1966 the Ordinary National Certificate in Science will have completely replaced the Ordinary National Certificate in Chemistry/Metallurgy. This session the 3rd Years only of the old National Certificate courses are planned and the entry qualifications are *either* S2 pass *or* G.C.E. Adv. in Chemistry and another science subject and G.C.E. Ord. passes in Physics, Mathematics and English.

3rd YEAR Chemistry (II)

Group A

Room	Day	Time	Subject	Lecturer	Class No
F40	M	6.30–9.30	Organic Practical 1st and 3rd Terms		C182
F46		6.30–9.30	Physical Practical 2nd Term		C183
F38	F	9.00–10.00	Physical Theory	D. J. Marks	C184
F35		10.00–11.00	Tutorial	J. Taylor	C185
F38		11.00–12.00	Organic Theory	S. Blake	C186
F38		1.30–2.30	Inorganic Theory	A. Sherrington	C187
F41		2.30–5.30	Physical Practical 1st Term		C188
F41		2.30–5.30	Inorganic Practical 2nd and 3rd Terms		

Group B

F42	M	6.30–9.30	Organic Practical 1st and 3rd Terms	S. Blake	C189
F42		6.30–9.30	Physical Practical 2nd Term	S. Blake	C190
F38	F	9.00–10.00	Physical Theory	D. A. Jenkins	C191
F35		10.00–11.00	Tutorial	D. J. Marks	C192
F38		11.00–12.00	Organic Theory	D. A. Jenkins	C193
F38		1.30–2.30	Inorganic Theory	J. Taylor	C194
F42		2.30–5.30	Physical Practical 1st Term	A. Sherrington	C195
F42		2.30–5.30	Inorganic Practical 2nd and 3rd Terms	A. Sherrington	C196

3rd YEAR Metallurgy (II)

Room	Day	Time	Subject	Lecturer	Class No
F45	Tu.	6.15–7.15	Physical Chemistry Theory	N. D. Stears	C233
F32	Th.	6.30–9.00	Mathematics	E. S. Greening	P187
F33	F	9.00–10.00	Physics Theory	F. R. Dean	P229
F20		10.00–11.30	Physics Practical	F. R. Dean	P230
F33		11.30–12.30	Physics Theory	F. R. Dean	P231
F38		1.30–2.30	Inorganic Chemistry Theory	J. Taylor	C197
F41		2.30–5.30	Physical Chemistry Practical 1st Term	A. Sherrington	C198
F41		2.30–5.30	Inorganic Chemistry Practical 2nd and 3rd Terms	A. Sherrington	C199
F34		6.15–7.15	Metallurgy Theory	H. O. Waring	C200
F34		7.15–9.15	Metallurgy Practical	H. O. Waring	C201

ORDINARY NATIONAL CERTIFICATE IN SCIENCE

The Ordinary National Certificate in Science is a two year day-release course, the entry qualifications to which are *either* four G.C.E. Ordinary Level subjects e.g. Chemistry, Physics, Mathematics and English *or* a Certificate of the General Course in Science awarded by one of the Regional Examining Unions with passes in three appropriate subjects including Mathematics and a Science at credit level.

The first four terms of the course will devoted to a basic study of Mathematics, Physics and Chemistry together with English and General Subjects and upon completing the course candidates will sit 3–hour assessed theory papers in Chemistry, Physics and Mathematics. In the fifth and sixth terms of the course candidates will study their Elective Subjects which may be Chemistry, or Applied Physics or another approved subject and sit a 3 hour assessed theory paper and a practical paper in the Elective Subject Upon successfully completing the course with Chemistry as the Elective Subject, students may proceed to the Higher National Certificate in Chemistry course.

1st YEAR (II)

Group A

Room	Day	Time	Subject	Lecturer	Class No
F11	W	9.00–10.00	Physics Theory	R. Hodgkinson	P152
		10.00–11.30	Liberal Studies		S325
F38/41		11.30–12.30	Chemistry Theory	A. Sherrington	C202
F41		2.00–3.30	Chemistry Practical	A. Sherrington	C203
F21		3.45–5.15	Physics Practical	R. Hodgkinson	P153
F33		6.30–9.00	Mathematics	T. H. Wareing	R154

Group B

B18	W	9.00–10.00	Mathematics	S. B. Lucas	P155
		10.00–11.30	Liberal Studies		S455
F38/41		11.30–12.30	Chemistry Theory	S. Britland	C204
F42		2.00–3.30	Chemistry Practical	S. Britland	C205
F26		3.45–5.15	Mathematics	S. B. Lucas	P156
F21		6.30–9.00	Physics	M. Evison	P157

GENERAL CERTIFICATE OF EDUCATION ADVANCED LEVEL (II)

The following classes cover the requirements of the G.C E examination at Advanced Level. Students should have reached the standard of the G.C.E. Ordinary Level before beginning the course

Room	Day	Time	Subject	Lecturer	Class No
F20	M	7.00–8.15	Physics Practical	K. Pinder	P179
F33		8.15–9.30	Physics Theory	K. Pinder	P180
F37	Tu.	6.30–9.30	Biology	B. A. Wolstenholme	C238
B12	W	6.30–9.00	Theoretical Mechanics	C. P. Brightling	P178
F32	Th.	6.30–9.00	Mathematics	N. D. Holdsworth	P181
F38	F	9.00–10.00	Physical Theory	D. A. Jenkins	C191
F35		10.00–11.00	Tutorial	D. J. Marks	C192
F38		11.00–12.00	Organic Theory	D. A. Jenkins	C193
F38		1.30–2.30	Inorganic Theory	J. Taylor	C194
F41		2.30–5.30	Chemistry Practical	A. Sherrington	C196

GENERAL CERTIFICATE OF EDUCATION: ORDINARY LEVEL (1)

This course is primarily designed to enable students to complete the qualifications necessary for entry to the Ordinary National Certificate in Science Course (see page 112).

Group A

Room	Day	Time	Subject	Lecturer	Class No
B12	M	6.30–9.00	Mathematics	C. Harling	P165
	Tu.	6.30–9.00	English		S456
B12	Th.	9.00–10.00	Chemistry Theory	M. Kingston	C206
B15		10.00–11.15	Chemistry Practical	M. Kingston	C207
B12		11.15–12.15	Chemistry Theory	M. Kingston	C208
B12		1 45–3.15	Physics Theory and Tutorial	R. Hodgkinson	P163
B15		3.30–5.00	Physics Practical	R. Hodgkinson	P164
F37	F	6.30–9.30	Biology		C209

Group B

	M	6.30–9.00	Mathematics		
	Tu.	6.30–9.00	English		
F45	Th.	9.00–10.00	Chemistry Theory	B. A. Wholstenholme	C210
F40		10.00–11.15	Chemistry Practical	B. A. Wholstenholme	C211
F45		11.15–12.15	Chemistry Theory	B. A. Wholstenholme	C212
B15		1.45–3.15	Physics Practical		
B12		3.15–4.45	Physics Theory		
F37	F	6.30–9.30	Biology		C213

THE CERTIFICATED GARDENERS' COURSE

The Harris College and the Hutton Agricultural College co-operate to provide a three year day-release course designed to cover the examination requirement for the Certificated Gardeners' qualification. Before the final examination candidates should also have completed an apprenticeship in horticulture or have had 5 years experience in practical horticulture under an approved public-industrial authority.

On completion of each of the first and second years of the course students usually take the U.L.C.I. examinations and successful students will be awarded the U.L.C.I. Certificate of General Horticulture. First year students may take either the U.L.C.I. Senior Certificate Examination or the Certificated Gardeners' Examination or both.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
Hutton	W	9.00–12.15	Soil Science Vegetable Culture Glasshouse Crops	B. R. Andrews	
B15		1.45–2.45	General Science	B. A. Wolstenholme	C214
B12		2.45–4.00	Communications	B. A. Wolstenholme	C215
B15		4.00–5.15	Horticultural Botany	B. A. Wolstenholme	C216
F45		6.30–8.30	Decorative Horticulture	J. S Kay	C217

2nd YEAR (I)

Hutton	Th	9.00–12.15	Horticultural Machinery	M. D. Tetlow	
			Fruit Crops	R. F. Jackson	
		1.45–3.00	Horticultural Botany	B. A. Wolstenholme	C218
		3.00–3.45	Communications	B. A. Wolstenholme	C219
		3.45–5.15	Pests and Diseases	B. R. Andrews	C220
B12		6.30–8.30	Decorative Horticulture	J. S. Kay	C221

DISPENSING ASSISTANTS: THE SOCIETY OF APOTHECARIES CERTIFICATE (II)

This examination is designed for Dispensing Assistants under Training and is recognised by Ministry of Health Hospital Boards as a qualifying certificate for entry to the grade of Dispensing Assistant. The preparatory course requires one day per week attendance for one year.

To enter the examination, candidates must have reached 18 years of age and have gained two years practical training in dispensing under the direct supervision of a qualified pharmacist: candidates should also have reached a good standard of general education and the headmaster should certify this.

Detailed syllabuses and regulations may be obtained directly from: The Registrar, The Society of Apothecaries of London, Black Friars Lane, Queen Victoria St., London, E.C.4.

Room	Day	Time	Subject	Lecturer	Class No
F35	Th.	9.00–10.00	Materia Medica Theory	R. Field	C222
F35		10.00–11.15	Pharmacy Tutorial	R. Field	C223
F42		11.15–1.00	Pharmacy Practical	R. Field	C224
F37		2.15–5.00	Pharmacology	J. P. Betts	C225
F45		5.00–6.00	Chemistry Theory		C226

EVENING COURSES

INSTITUTE OF MEDICAL LABORATORY TECHNOLOGY: FINAL (II)

This two year course is for students who have passed the Intermediate Examination of the I.M.L.T. and wish to study for the Final Examination in either Bacteriological Techniques or Haematology and Blood Transfusion.

Room	Day	Time	Subject	Lecturer	Class No
F37	W	6.00–9.00	Haematology and Blood Transfusion	H. H. Gunson/J. Lord	C227
P.R.I	Tu.	6.00–9.00	Bacteriological Techniques	L. Robertson/ H. Dawkins	C228
P.R.I.	Th.	6.00–9.00	Bacteriological Techniques	L. Robertson/ H. Dawkins	C228

DIPLOMA IN NURSING OF THE UNIVERSITY OF LONDON PART A (III)

The Department combines with the Department of Language and Social Studies to provide a one-year course covering the examination requirements for Part A of the Diploma in Nursing. The examination for Part B of the Diploma is taken in the branch of nursing in which the candidate has specialised, together with a paper on "The Causes and Effects of Disease."

It is proposed to organise a course on The Causes and Effects of Disease in the 1966/67 session for candidates wishing to complete Part B of the new scheme. Details of entry qualifications, examinations, etc. are set out in a special pamphlet which may be obtained from the Head of Department.

Room	Day	Time	Subject	Lecturuer	Class No
F35	M	6.00–7.00	Physiology Theory	W. Rothwell	C229
F37		7.00–9.00	Physiology Practical	W. Rothwell	C230
F17	Th.	6.00–7.00	Development of Nursing as a Profession		
F35		7.15–8.15	Psychology	J. B. Linsie	

ANCILLARY SUBJECTS FOR ROYAL INSTITUTE OF CHEMISTRY QUALIFICATIONS (II)

Room	Day	Time	Subject	Lecturer	Class No
F33	M	6.30–8.00	Physics Theory	F. R. Dean	P185
F20		8.00–9.30	Physics Practical	F. R. Dean	P186
F27	Th.	6.30–9.00	Mathematics	E. S. Greening	P187
F35	F	6.30–8.00	Metallurgy Theory	D. H. Locke	C71
F34		8.00–9.30	Metallurgy Practical	D. H. Locke	C72

HIGHER NATIONAL CERTIFICATE (ENGINEERING) ENDORSEMENT PHYSICAL METALLURGY (III)

This course is provided for holders of a Higher National Certificate in Mechanical Engineering who wish to obtain a Metallurgy endorsement to the certificate to complete exemption from Part II of the Institution of Mechanical Engineers examinations.

Room	Day	Time	Subject	Lecturer	Class No
F35	W	6.30–7.30	Physical Metallurgy Theory		C231
F34		7.30–9.30	Physical Metallurgy Practical		C232

ORDINARY NATIONAL CERTIFICATE IN CHEMISTRY 3rd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F40	M	6.30–9.30	Organic Practical 1st and 3rd Terms		C182
F45	Tu.	6.15–7.15	Physical Theory	N. D. Stears	C233
F45		7.15–8.30	Organic Theory	N. D. Stears	C234
F42	W	6.30–9.30	Physical Practical 1st and 2nd Terms	S. Britland	C235
F45	F	6.15–7.15	Inorganic Theory	A. Sherrington	C236
F41		7.15–9.15	Inorganic Practical	A. Sherrington	C237

GENERAL CERTIFICATE OF EDUCATION ADVANCED LEVEL, INTERMEDIATE PHARMACY, FIRST M.B. (II)

Courses are available in Mathematics, Physics, Chemistry, Biology, Botany and Zoology for students wishing to prepare for the above examinations.

To reach G.C.E. Advanced Level in any of the subjects requires two years study after the Ordinary Level examination. Students wishing to study more than one subject are advised to attend the Part-time Day Course.

Room	Day	Time	Subject	Lecturer	Class No
F20	M	6.30–8.00	Physics		
F33		8.00–9.30	Physics		
F45	Tu.	6.15–7.15	Physical Chemistry Theory	N. D. Stears	C233
F45		7.15–8.30	Organic Chemistry Theory	N. D. Stears	C234
F37		6.30–9.30	Biology	B. A. Wolstenholme	C238
B12	W	6.30–9.00	Theoretical Mechanics		
F32	Th.	6.30–9.30	Mathematics		
F45	F	6.15–7.15	Inorganic Chemistry Theory	A. Sherrington	C236
F41		7.15–9.15	Inorganic Chemistry Practical	A. Sherrington	C237

GENERAL CERTIFICATE OF EDUCTAION ORDINARY LEVEL (I)

This course has been designed to enable evening students to complete the entry requirements for the new Ordinary National Certificate in Science, commencing in September, 1965. (See page 112).

Room	Day	Time	Subject	Lecturer	Class No
Ty10	M	6.30–9.00	Mathematics		P97
	Tu.	6.30–9.00	English		S124
B15	W	7.00–8.15	Physics Theory	R. Wrigley	P148
B15		8.15–9.30	Physics Practical	R. Wrigley	P149
F38	Th.	6.15–7.15	Chemistry Theory	G. W. Clarke	C239
F41		7.15–8.30	Chemistry Practical	G. W. Clarke	C240
F38		8.30–9.30	Chemistry Theory	G. W. Clarke	C241
F37	F	6.30–9.30	Biology		C209

NATURAL HISTORY AND FIELD STUDIES (I)

The primary object of this course is to enable students to become acquainted with some of the common British plants and animals and the conditions in which they live Such knowledge adds interest and reality to the study of Biology, and the course is particularly recommended to students working to syllabuses which make no provision for field work

Non-biologists are also welcome

The course, which includes field work, laboratory work and lectures, is at present held in the summer term only

Room	Day	Time	Subject	Lecturer	Class No
F37	Tu	7 00–9 00	Natural History and Field Studies	H. E. G. Emmett	C

SPECIAL COURSES

INDUSTRIAL CORROSION PROBLEMS

On Monday evenings commencing October 4th, a series of six lectures will be given on corrosion problems, particularly those relating to local industries. The lecturers will be specialists in this field and will include members of University staffs, and senior personnel from research establishments and from industry.

The course is designed for metallurgists, chemists and engineers. Particular emphasis will be placed on recent developments in the study of corrosion mechanisms and in the methods of corrosion protection.

The subject titles are as follows:

Some Fundamental Aspects of Electrochemical Corrosion

Recent Developments relating to High Temperature Corrosion

Corrosion Testing

Corrosion Problems in the Transport Industry

Corrosion Problems in the Aircraft Industry

Corrosion Problems in the Atomic Energy Industry

Further details of the course will be circulated as soon as they are available

Organisers: D. A. Jenkins, M.Sc., A.R.I.C.
A. Ottewell, B.Sc., A.I.M.

DEVELOPMENTS IN CHEMICAL EDUCATION

18th and 19th February, 1966

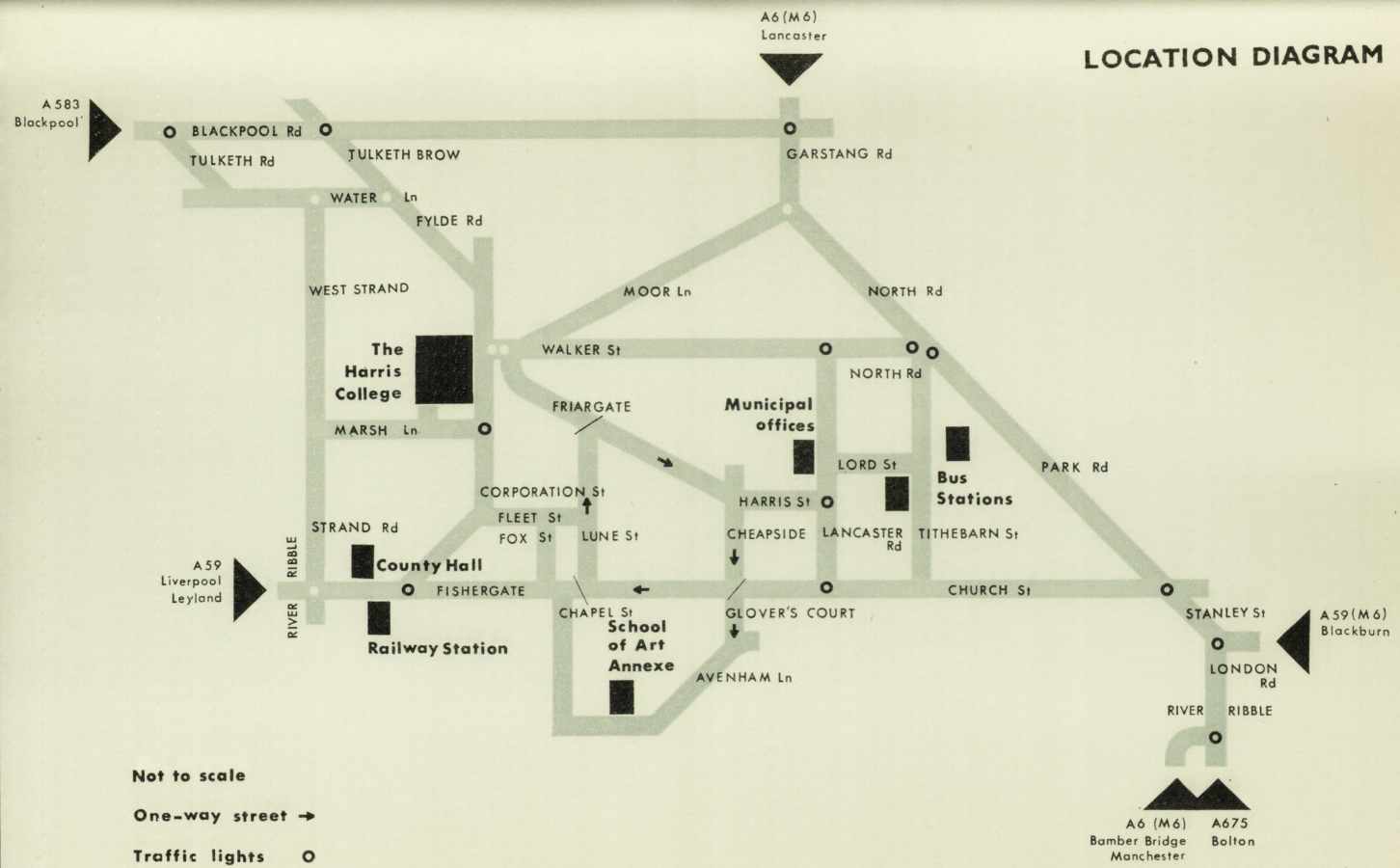
A course designed for teachers of G.C.E. Advanced Level Chemistry. Course content will include discussions of new ways of presenting modern chemical ideas together wilth demonstrations on aspects of laboratory work.

Organisers: J. L. Latham, Ph.D., B.Sc., F.R.I.C.
S. Britland, B.Sc.

HIGHER DEGREES

Each year there are one or two research scholarships awarded either by the S.R.C. or the College, to enable graduates to work for higher degrees or diplomas. The staff of the Department are engaged on a variety of research topics and research scholars will gain experience in the use of a wide range of modern chemical equipment.

LOCATION DIAGRAM



Not to scale

One-way street →

Traffic lights O

Head of Department

A. PALMER, B.Sc.Tech., A.M.I.E.E.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF ELECTRICAL ENGINEERING

Corporation Street, Preston, Lancs.

Telephone: Preston 51831–5

Head of Department

A. PALMER, B.Sc.Tech., A.M.I.E.E.

THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF ELECTRICAL ENGINEERING

Corporation Street, Preston, Lancs

Telephone: Preston 51831–5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme, and a later amendment to it, the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-eight members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, nine members representative of industry and commerce, and one member representative of the Universities.

THE HARRIS COUNCIL

President: ALDERMAN W. BECKETT, O.B.E., J.P.
(The Right Worshipful the Mayor of Preston)

Vice-President: COUNCILLOR J. HARGREAVES

Alderman J. Atkinson
Councillor W. Bradshaw
Councillor E. W. Bunker
Councillor Mrs. D. M. Dewhurst, J.P.
Councillor A. M. Korn, M.B., Ch.B.
Councillor J. Lund, J.P.
Councillor Mrs. C. Sharples, J.P.
Alderman Mrs. M. A. Wignall, J.P.

Alderman F. Longworth (Chairman of Lancashire County Council)
Councillor J. R. Ashton
Alderman J. Bradley, J.P.
Councillor H. Catlow
Councillor J. P. Ennis, J.P.
Councillor F. Ley
Councillor A. R. Pickles
Councillor P. Windham Hall

G. Grenfell Baines, O.B.E., F.R.I.B.A.
F. D. Crowe, B.Sc. (Eng.)., A.F.R.Ae.S.
C. M. Hey, B.Sc.Tech., A.T.I.
R. A. Hornby, F.C.A.
T. M. Naylor, M.Sc., A.M.I.Mech.E.
P. D. Oakley, B.Sc., F.R.I.C.
Alderman J. W. Taylor, J.P., F.C.I.S.
J. W. Walker
A. D. White, B.Sc., A.R.I.C.

Clerk to the Council:

W. R. TUSON, B.Sc., Chief Education Officer, Municipal Building, Preston, Lancs.

RESEARCH COUNCIL

Several departments of the College are actively engaged in research projects, and to assist in the promotion of research the Harris Council has established a Research Fund, appoints Research Assistants and Research Technicians, and has appointed a sub-committee (known as the RESEARCH COUNCIL) to give active support and consideration to research activities. The Research Council is composed as follows—

Chairman: The President of the Harris Council: Alderman W. Beckett, O.B.E., J.P.

Members: The Vice-President of the Harris Council: Councillor J. Hargreaves.
Professor E. R. Dobbs, University of Lancaster.
Dr. E. G. Edwards, Principal, Bradford Institute of Technology.
J. Jones, A.M.I.Mech.E.
Professor J. Lewis, University of Manchester.
P. D. Oakley, B.Sc., F.R.I.C., Member of the Harris Council
A. D. White, B.Sc., A.R.I.C., Member of the Harris Council, and Senior Training Officer, U.K.A.E.A., Risley.
Dr. H. Wilkinson, Principal of the Harris College.
Dr. S. Skidmore, Vice-Principal of the Harris College.

ADVISORY BOARDS

The Harris Council is in the process of establishing Advisory Boards for each department of the College. The function of Advisory Boards is to advise the Harris Council, through the College Principal, on professional and technical matters pertaining to the work of the Department in such a way as to further the educational aims of the Department both regionally and nationally. The College Principal, Vice-Principal and the Head of Department are *ex-officio* members, as also is the Clerk to the Harris Council and the Chief Education Officer of the Lancashire County Authority.

Advisory Board for Chemistry, Biology and Metallurgy

Chairman: Professor J. C. Bevington, Department of Chemistry, University of Lancaster.

Members: L. R. Bays, A.R.I.C., P.A.I.W.E., Chemist and Bacteriologist, Fylde Water Board.
G. Browne, F.R.I.C., Chief Chemist, H.M. Chemical Inspectorate, Chorley.
Dr. V. G. Cove, Works Manager, Mond Division, I.C.I. Ltd., Thornton.
A. N. Edmondson, F.R.I.C., F.T.I., Chief Chemist, Birtwistle and Leigh Ltd., Preston.
Professor K. M. Entwistle, Manchester College of Science and Technology.
Professor W. E. Kershaw, Department of Parisitology and Entomology, University of Liverpool.
Professor J. Lewis, University of Manchester.
Dr. A. A. Miller, Group Pathologist, Preston and Chorley Hospital Management Committee.
P. D. Oakley, B.Sc., F.R.I.C.

Advisory Board for Mechanical, Civil and Production Engineering

Chairman: F. D. Crowe, B.Sc. (Eng.), A.F.R.Ae.S., Director and Chief Engineer, British Aircraft Corporation.

Members: Dr. N. G. Calvert, Department of Fluid Mechanics, University of Liverpool.

I. T. Clowes, A.M.I.Prod.E., I.M.C.T., Chief Machine Tool Designer, English Electric Co. Ltd.

P. E. F. Crewdson, Director, Gilbert Gilkes and Gordon, Kendal.

R. Crook, Preston District Secretary, A.E.U.

J. Drake, C.B.E., B.Sc., M.I.C.E., M.I.Mun.E., P.P.Inst.H.E., Lancashire County Surveyor and Bridgemaster.

Professor J. Loxham, College of Aeronautics, Cranfield.

T. E. Tindall, B.A., Training Manager, Leyland Motors Ltd.

LIAISON WITH INDUSTRY AND COMMERCE

The Department of Education and Science and the Ministry of Technology, in collaboration with Local Education Authorities, have set up a limited number of Industrial Liaison Centres throughout the country, based on technical colleges. The Harris College is to become a centre as soon as an Industrial Liaison Officer is appointed.

The functions of the Industrial Liaison Officer will be to make and maintain contact with local industry and commerce in order to promote an appreciation of technical innovation and to encourage the maximum use of technical and educational advisory services nationally available, including those of the College. He will provide practical assistance to industry in the framing of their technical enquiries, and in seeking out the best sources of information and directing enquirers to them.

The Industrial Liaison Officer will welcome enquiries from large or small organisations in connection with their technical or management problems.

Enquiries concerning College courses should be addressed to the Principal, not to the Industrial Liaison Officer.

TEACHING STAFF

Principal: H. WILKINSON, M.Sc.Tech., Ph.D., A.Inst.P.

Vice-Principal: S. SKIDMORE, B.Sc., Ph.D.(Lond.), F.R.I.C.

Full-time Lecturers

R. N. Abbot, B.Sc., G.I.E.E. E
R. Abrahams B
G. Allen, M.A. (Cantab.) S
R. Anderson, B.A. S
A. Arnison, L.I.O.B., F.B.I.C.C., M.R.S.H. B
J. Ashworth, M.Sc.Tech., A.M.C.T. A.T.I., F.C.S. P
J. A. Askew, M.Sc., Dip.Tech.(Eng.), G.I.E.E. E
J. Bagot, B.Sc., A.Inst.P. P
J. W. Bailey, D.F.A. (Lond.) A
Mrs. E. J. G. Bairsto, B.A., F.R.G.S. BA
J. A. Barker, B.Sc. M
D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
G. J. Blackledge, B.Sc. P
S. Blake, B.A., Ph.D. C
A. Boom, Dip.Ed. S
H. Bowden, B.A. S
T. H. Bower, A.B.I.C.C., A.R.S.H. B
K. Bowker E
J. Braddock M
J. Brennand M
J. Briscoe, B.Sc., A.M.I.Mech.E. M
S. Britland, B.Sc. C
G. A. Brooke, B.Sc. P
J. A. Burton, A.M.I.Prod.E., A.M.I.Mech.E. M
N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E. M
D. Byford, B.A., Dip.Ed. S
S. R. Cardwell, A.I.A.S., A.I.O.B. B
G. S. Catterall, A.M.I.Prod.E. M
Mrs. B. D. Cave, F.S.C.T., A.F.T.Com. BA
D. M. Clapp, B.Sc., Ph.D., A.M.I.C.E., A.M.I.Mech.E. M
G. W. Cobham, B.Com., M.Sc.(Econ.), L.C.P., F.C.I.S., A.M.B.I.M. BA
A. G. Cottom, A.C.W.A. BA
T. H. Cowperthwaite E
T. H. Crisp, M.I.B.S.M. B
J. Cross, A.B.I.C.C. B
F. R. Dean, M.Sc., A.Inst.P., A.T.I. P
A. Dickson M
A. Diggles W
J. Ditchfield, F.I.B.D. A
J. Donnelly, B.Sc. C
F. H. Downham E
H. Duckworth, A.M.I.E.E. E
R. Duddle, G.I.E.E. E
S. L. Duxbury, B.Sc. M
L. J. Eccles M
R. T. Egerton, B.Sc. P
S. E. Egerton, G.I.E.R.E. E
H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol. C
W. E. Evison, B.Sc., Ph.D. BA
J. S. Fisher, B.Sc. P
P. J. Gaule, B.Comm.(Dublin) BA
Miss R. H. Gibbins, B.Sc. S
D. M. Glen A
S. Good, A.R.C.A. A
R. Greenhalgh M
E. S. Greening, B.Sc., A.F.R.Ae.S. P
F. W. Grimshaw, M.I.E.D., A.M.I.Mech.E. M
C. P. R. Gunstone M
S. Hales M
R. O. Hall, B.Sc.Tech., A.M.C.T., A.M.I.E.E. E
Mrs. B. J. Harrison G
Miss P. Harrison, A.T.D. A
H. Hartley, B.Sc.(Eng.), A.M.I.E.E. E
R. Hatton, A.M.I.Mech.E. M
Mrs. S. C. Heywood, S
K. D. Hicks, A.R.C.A. A
R. Hodkinson, B.Sc. P
R. H. Hodson, S.T.A.C., F.I.A.L. S
S. Hogg, M.I.Ptg.M. A
G. F. Hollingworth A
A. R. Howells, B.Sc., Grad.Inst.P. P
R. J. Hudson, B.Sc.(Econ.), A.C.C.A. BA
T. A. Hulton, A.M.I.M.I. M
W. S. Hunter, A.I.O.B. B
D. A. Jenkins, M.Sc., A.R.I.C. C
W. B. Jepson, B.Sc., Ph.D. C
D. Q. King, M.A. A
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
Miss G. M. Lea, B.A. S
A. Lewis, G.I.E.E. E
J. Lindley B

S. B. Lucas, B.Sc.	P
I. J. Lund	M
D. McKenzie, B.Sc.	M
J. M. McMaster	S
J. McRory	M
D. Maddox	S
M. J. Manning, B.Sc.(Eng.), A.F.R.Ae.S.	M
D. J. Marks, B.Sc., Ph.D.	C
D. P. Marples	G
G. R. Marr, M.Sc., A.Inst.P.	P
B. Marshall, A.M.I.E.E.	E
R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T.D., M.I.M.I.	M
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E., A.M.I.E.I.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
J. Paris, M.A., B.Litt.(Oxon.)	A
A. G. Parker, M.Sc.	M
H. C. Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
Miss I. Parsonage, A.C.I.S.	BA
F. K. Pearson, A.M.I.M.I	M
L. Penrice, A.R.C.A.	A
A. D. Powell, Cert.R.A.S.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B.	B
L. J. Pulford, M.R.S.H., M.R.P.A.	B
G. T. Ramsden	M
K. Redhouse, A.I.O.B., M.R.S.H.	B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S.	P
Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
H. Roberts, Dipl.Ing., A.M.I.Mech.E.	M
C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
E. Schofield, B.A.(Com.), A.C.I.S.	BA
P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
R. J. Simpson, B.Sc.	E
N. T. Slater, B.Sc., A.M.I.E.E.	E
Mrs. T. M. Stableford	BA
D. Swift, B.A.	S
J. H. Taylor, B.Sc., Ph.D.	C
J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
J. Tirrell, Dip. Tech.	M
J. R. Topping, B.Sc.(Econ.), A.C.C.S., F.R.G.S.	BA
J. Unsworth, B.Sc.	P
J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H., M.R.P.A.	B
F. Walmsley, A.M.A.S.E.E., A.M.I.T.E.	E
T. D. Walshaw, D.L.C.(Eng.), B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
F. Whelan	M
J. B. Wignall, B.A.	P
K. E. Wilder	M
J. Wilson, M.A., G.I.E.E.	E
R. Wood, A.M.I.Mech.E., A.M.I.Prod.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A., A.C.C.S.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

Vacancy (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Miss M. A. Coop
Mrs. B. M. Crook
Miss M. A. Hoskinson
Miss D. Howarth
Mrs. M. J. Maddock
Miss C. M. Massey
Miss E. Shillito
Miss J. H. Slee
Mrs. C. Taylor
Miss J. S. Webster
Mrs. T. H. Holland

Telephonists:

Mrs. P. B. Bamford
Mrs. B. Kerry

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

E. Davis (Assistant Engineer)
R. Holmes (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
V. S. Baron
M. Fergus
R. Fletcher
H. Mee
W. Pullen
K. Wharton

Groundsman:

G. Cowell

Nightwatchmen:

S. Bitcon
F. S. Miller

Avenham Premises:

J. Crane (Caretaker)

CALENDAR

1965–66 SESSION

1965

Thursday	9th September	General Staff Meeting, 10-30 a.m.
Monday	13th September	Enrolment, first day
Tuesday	14th September	Enrolment, second day
Wednesday	15th September	Enrolment, last day
Monday	20th September	All day and evening classes commence for the Autumn term
Friday	17th December	All departments close for Christmas after evening classes

1966

Monday	3rd January	All classes re-open for the Spring term.
Tuesday	15th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	1st April	All departments close for Easter after evening classes
Monday	18th April	All classes re-open for the Summer term
Friday	27th May	All departments close for Whitsuntide after evening classes
Monday	6th June	All classes re-open
Friday	1st July	All classes close: end of session
Friday	8th July	End of term: submission of reports

1966-67 SESSION

1966

Thursday	15th September	Staff Meeting
Monday	19th September	Enrolment, first day
Tuesday	20th September	Enrolment, second day
Wednesday	21st September	Enrolment, last day
Monday	26th September	Classes commence

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Students will be enrolled between the times:

10.0 a.m. to 12.30 p.m.
1.30 p.m. to 4-30 p.m.
5-30 p.m. to 8-30 p.m.

on the following days:

Monday, 13th September, 1965
Tuesday, 14th September, 1965
Wednesday, 15th September, 1965

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

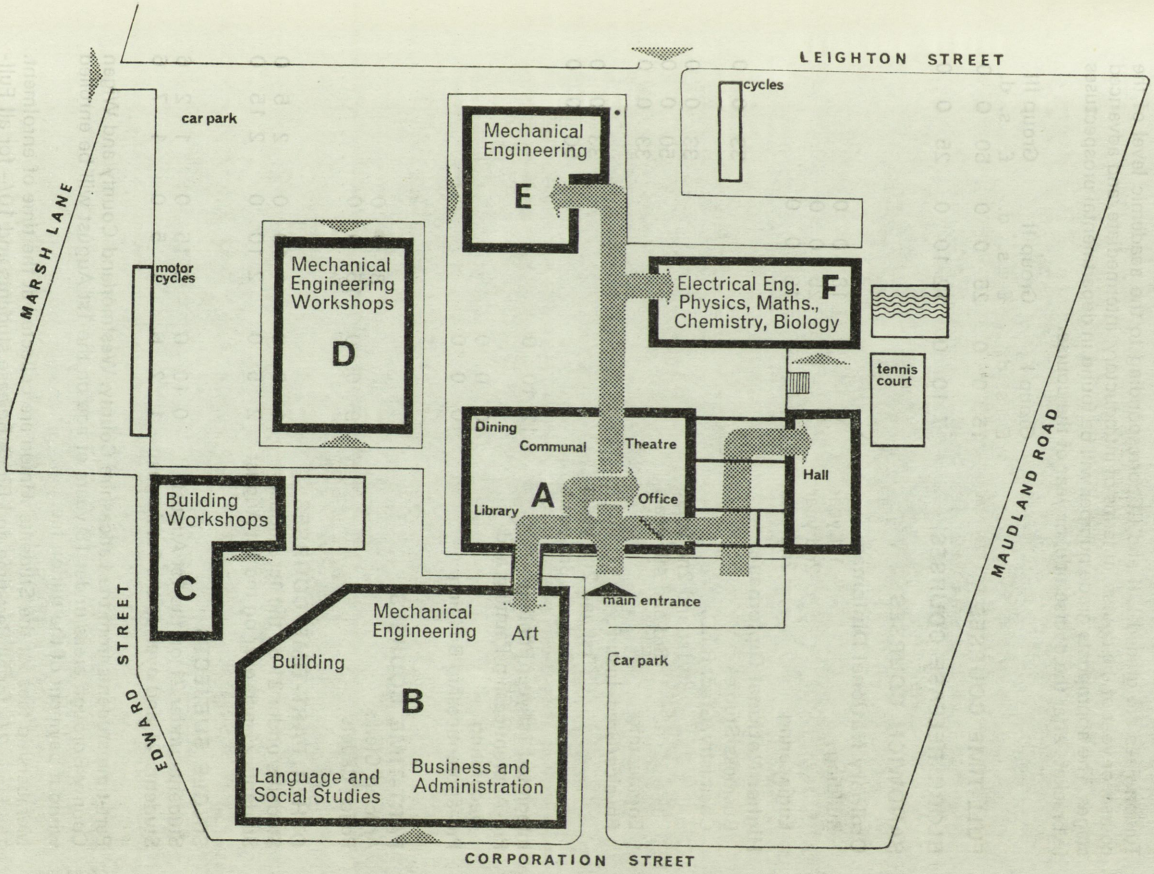
A Block
College Office and enquiries

B Block
School of Art (B7 and B8)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48, B49 and B50)
Language and Social Studies Department (B52 and B55)

E Block
Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block
Chemistry and Biology Department (F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
MARSH LANE
Mechanical Engineering
E
Mechanical Engineering Workshops
D
motor cycles
Electrical Eng. Physics, Maths., Chemistry, Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
MAUDLAND ROAD
EDWARD STREET
Mechanical Engineering
Art
Building
B
car park
Language and Social Studies
Business and Administration
CORPORATION STREET

TUITION FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate grade number will be found in departmental prospectuses in brackets after the course title, or year of the course.

	Group I	Group II	Group III
	£ s. d.	£ s. d.	£ s. d.
FULL-TIME COURSES	15 0 0	25 0 0	50 0 0
BLOCK RELEASE COURSES	7 10 0	12 10 0	25 0 0
SANDWICH COURSES			
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Engineering 2nd year		18 0 0	
Higher National Diplomas:			
Business Studies			33 0 0
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st and 2nd years			33 0 0
2nd and 3rd years			50 0 0
Integrated 1st year Printing	12 10 0		
Pre-Apprenticeship Painting and Decorating	10 0 0		
Pre-apprenticeship Building	10 0 0		
PART-TIME COURSES			
Articled Clerks		3 0 0	
Police Cadets	9 0 0	15 0 0	
OTHER PART-TIME COURSES			
Students under 21 on the 1st August	1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS			
Students under 21 on the 1st August	0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

Part-time students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Membership fees for the Students' Union are collected at the time of enrolment. The fee is 2/– for all Part-time and Block Release students and 10/– for all Full-time and Sandwich Course students (see page xvi).

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable. Suspended or excluded students automatically lose membership of the Students' Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will after the fourth week of session be notified of the absence of their employees, and will receive copies of students sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments, including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid by the student at the time of entry: accounts cannot be sent to employers.

Students will not be informed individually of the last dates of entry or of timetables of examinations, but these will be published on departmental notice boards. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	16th December, 1965
Union of Lancashire and Cheshire Institutes, series A	22nd January, 1966
Assessed papers for National Certificate courses, including endorsements	4th February, 1966
General Certificate of Education papers (N.U.J.M.B.)	11th February, 1966
Union of Lancashire and Cheshire Institutes, series B and C	18th February, 1966
City and Guilds of London Institute	23rd February, 1966
Royal Society of Arts, Summer series	6th May, 1966

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £3 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 7s. 6d. per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted. In the event of a Joint Committee agreeing to the re-examination of a student in a subject, the student will be required to pay the full cost of the re-examination, or to share the cost proportionately should more than one student be involved in the same re-examination.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

GRANTS

Full-time or College-based Sandwich Course students qualified for admission to the College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following:—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he has thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges. It is affiliated to the National Union of Students.

The membership fee is 10/- for full-time students, 2/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies. A Student Union Handbook, issued free to members, describes the activities of the Union.

Officers of the Students' Union:

President:	Mr. R. D. Johnson
Vice-President:	Mr. G. Nickson
Secretary:	Mr. D. Broadbent
Student Treasurer:	Mr. J. F. Stackhouse
Hon. Treasurerr	Mr. D. Swift

Dances and other major social events are regularly arranged in the College and in the town. A Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

An unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Ty.	Trinity County Secondary School
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A., A.L.A.
G. W. Smith, A.L.A.

Librarian Assistants: Mrs. C. A. Blackledge
Miss J. A. Clarkson (on secondment)
Miss C. M. Rogers

The College Library, which is available to all students for reference purposes, has at present a stock of some 14,000 books, together with several thousand bound volumes of periodicals. 350 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags in the racks provided at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturers: D. P. Marples, Dip.P.E., Carnegie College (on secondment)
J. Gridley, A.G.A.
Mrs. B. J. Harrison, Dip.P.E., Dartford College.

Part-time staff:

A. Crowther
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Athletics
Badminton
Basket ball
Canoeing and sailing
Cricket
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Volley ball
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc.

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 2/- will be collected.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1965.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF ELECTRICAL ENGINEERING

Telephone – Preston 51831–5 Ext 8

Head of Department

A. Palmer, B.Sc.Tech., A.M.I.E.E.

FULL-TIME STAFF

Senior Lecturers

H. Hartley, B.Sc.(Eng.), A.M.I.E.E.
R. O. Hall, B.Sc.Tech., A.M.C.T., A.M.I.E.E.
H. C. Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.

Lecturers

R. N. Abbott, B.Sc., G.I.E.E.
J. A. Askew, Dip.Tech. (Eng.), M.Sc., G.I.E.E.
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E.
H. Duckworth, A.M.I.E.E.
W. S. Kirkpatrick, A.M.I.E.E.
N T. Slater, B.Sc., A.M.I.E.E.

Assistant Lecturers

K. Bowker
T. H. Cowperthwaite
F. H. Downham
R. Duddle, G.I.E.E.
S. E. Egerton, G.I.E.R.E.
A. Lewis, G.I.E.E.
B. Marshall, A.M.I.E.E.
R. J. Simpson, B.Sc., G.I.E.E.
F. Walmsley, A.M.A.S.E.E., A.M.I.T.E.
J. Wilson, M.A., G.I.E.E.

PART-TIME STAFF

J. Ashton, B.Sc.
W. R. Atkinson, A.M.I.E.E.
R. Benn, B Sc.(Eng.), A.M.I.E.E.
J. Blackie, M.I.E.E.
K. A. Bridget, B.Sc.
D. Conway
P. G. Craven, G.I.E.E.
W. B. Crook, G.I.E.E.
W. A. Crookes, B.Sc.
B. Davis, B.Sc.
W. N. F. Evans
W. Fowler
G. Gibson, A.M.A.S.E.E., A.M.I.T.E.
S. H. Greenall
F. Hackett, A.M.A.S.E.E., A.M.I.T.E.
W. A. Hesketh
E. Howarth
D. Hutchinson, G.I.E.E.
A. Jackson, A.M.I.C.E.
R. E. Kenwright, A.M.I.E.E.
V. W. Kershaw
E. Leeming

B. Lewis
M. Lowery
H. Millward, A.M.I.E.R.E.
L. W. Milsom
E. Norcross, B.Sc., A.Inst.P.
G. C. Parker
T. Sharples
K. Smith
B. Standing
C. Sturley
N. J. Sumner
D. Taylor
J. Walton
K. P. Wheeler
D. E. Woolsey

Chief Laboratory Technician

G. Gibson, A.M.A.S.E.E., A.M.I.T.E.

Laboratory/Workshop Technicians

J. Bannerman
A. Kent
M. Schofield
B. H. Wright

IMPORTANT DATES

1965

20th September	H.N.D. 1 2 and 3 classes commence
20th September	O.N.D. 2 classes commence
20th September	O.N.C. Block Release 1st year classes commence
27th September	I.E.E. Part III full time classes commence
1st November	O.N.C. Block Release 2nd year classes commence

1966

1st April	H.N.D. 1, 2 and 3 classes close
1st April	O.N.D. 2 classes close
6th May	O.N.C. Block Release 1st year classes close
27th May	O.N.C. Block Release 2nd year classes close
May/June	I.E.E. Part III full time classes close

LIST OF COURSES

Full-Time, Sandwich and Block Release page

The Institution of Electrical Engineers Part III Examinations. 122
Higher National Diploma in Electrical Engineering. 123
Ordinary National Diploma in Engineering. 125
Ordinary National Certificate in Engineering. 126

Part-Time Day

The Instititution of Electrical Engineers Part III Examinations. 127
Higher National Certificate in Electrical and Electronic Engineering 128
Endorsements to Higher National Certificate in Electrical and Electronic Engineering 129
Ordinary National Certificate in Engineering. 130
General Course in Engineering. 131
Electrical Technicians' Course. 132
Supplementary Studies in Telecommunications and Electronics. 133
Telecommunication Technicians' Course 134
Colour Television Servicing. 135
Radio and Television Servicing Course. 135
Electronics Servicing Course. 136
Electrical Fitters' Course. 137
Electrical Installation Courses. 137
Motor Vehicle Electricians' Course. 140

Evening

The Institution of Radio and Electronic Engineers Part V Examination 141
Higher National Certificate in Electrical and Electronic Engineering 141
Endorsements to Higher National Certificate in Electrical and Electronic Engineering 142
Ordinary National Certificate in Engineering. 142
Endorsements to Ordinary National Certificate in Engineering. 143
Electrical Technicians' Course. 144
Telecommunication Technicians' Course. 144
Electrical Installation Courses. 145
Radio Amateurs' Examination. 146

Special Courses

Control and automation 147
Review of present practice and recent developments in High Voltage Transmission 147
Calculations for Radio and Television Servicing Engineers 147
Study of sectionalized television circuitry 147
Transisitor techniques as applied to radio and television servicing 147

FULL-TIME COURSES

THE INSTITUTION OF ELECTRICAL ENGINEERS—PART III EXAMINATION (III)

Students who hold both the Ordinary National Certificate and the Higher National Certificate with credits in their Electrical Subjects, and have also obtained credits in certain other Endorsement Subjects, can claim exemption from Part I and Part II of the Institution of Electrical Engineers Associate Membership Examination.

To gain complete exemption from the Associate Membership Examination, students who have exemption from, or have passed Part I and Part II, must then take and pass the Part III Examination.

Entry to the Part III Examination is limited to those students exempted from Parts I and II, and who have followed a recognised course in preparation for the Part III Examination, and have a recognised qualification in English.

Entry to the Part III Examination is also limited to candidates who are student members of the Institution or have obtained permission to sit the examination from the Secretary of the Institution.

Candidates who have not complied with this requirement must despatch the appropriate application to the Secretary by 1st November of the year prior to entry, for the May/June examinations.

The following course is designed to prepare students for the Part III Examination, in which passes must be obtained in Advanced Electrical Engineering and two other subjects. These passes may all be obtained at the same time or individually at different times.

The subject Engineering Physics or Applied Thermodynamics of Part II can be taken at the same time as the Part III subject of Advanced Electrical Engineering.

Further details are available from the Head of the Department.

Room	Day	Time	Subject	Lecturer	Class No
F10	M	9.00–11.15	Engineering Physics	J. Bagot	P257
		11.15–12.15	Private Study		E1
		9.00–12.15	Project Work		E2
B50		1.45–3.15	Industrial Administration	W. E. Evison	BA353
B18		3.15–5.00	Mathematics	W. Woodcock	P256
F8	Tu.	9.00–12.15	Applied Electronics	H. Hartley	E3
F11/20		2.00–3.45	Engineering Physics A	J. Bagot	P258
F11/20		3.45–5.30	Engineering Physics B	A. R. Howells	P259
		1.45–5.00	Project Work		E4
F8	W	9.00–11.15	Radio Communication	N. T. Slater	E5
		11.15–12.15	Private Study		E6
		1.45–2.45	Private Study		E7
		2.45–5.00	Physical Recreation		
F8	Th.	9.00–10.30	Advanced Electrical Engineering	R. O. Hall	E8
F8		10.30–12.30	Applied Electronics	H. Hartley	E9
F8		1.45–5.00	Radio Communication	N. T. Slater	E10
F8	F	9.00–12.15	Advanced Electrical Engineering	H. C. Parker	E11
F8		1.45–4.00	Advanced Electrical Engineering	R. O. Hall	E12
B50		4.00–5.00	Industrial Administration	W. E. Evison	BA354

HIGHER NATIONAL DIPLOMA IN ELECTRICAL ENGINEERING

This is a Sandwich Course of three years' duration, i.e. approximately six months full-time study at the College in any one year, alternating with periods in industry. The course is designed for recognition by the Institution of Electrical Engineers as giving exemption from Parts I and II of the Institution's examination. It also gives part exemption from the examination of the Institution of Electronic and Radio Engineers.

Students selected for this course may already be in employment, or may join the course directly from school.

The curriculum of the first year has been arranged to enable both types of entrant to reach an equal level on entry to the succeeding years of the course.

Group "A" is designed for those who enter with G.C.E. qualifications.

Group "O" is designed for entrants with the Ordinary National Certificate.

The industrial training periods for those students joining the course directly from school is arranged by the College.

Successful completion of the course leads to the award of the Higher National Diploma in Electrical Engineering. This Diploma is awarded jointly by the Institution of Electrical Engineers, The Institution of Electronic and Radio Engineers and the Ministry of Education.

CONDITIONS OF ENTRY

Students wishing to enter this course must under normal circumstances be at least 18 years of age and either

(a) have qualified for the Ordinary National Certificate or Diploma in Engineering with credit standard in all subjects, or

(b) have completed the Advanced level courses for the General Certificate of Education in Mathematics and Physics, have passed in at least one of these subjects, and passed three additional subjects including English Language at Ordinary level.

Further information and a form of application for admission to the course may be obtained on application to the Head of Department.

1st YEAR (III) (26 weeks)

Room	Day	Time	Subject	Lecturer	Class No
F9	M	9.00–11.15	Electrical Technology A	W. S. Kirkpatrick	E13
F9		11.15–12.15	Tutorial	A. Palmer	E14
E12		1.45–5.00	Applied Mechanics	E. L. Bibby	M751
F21	Tu.	9.00–11.00	Physics	J. Unsworth	P241
F33		11.00–12.15	Mathematics	R. Hodgkinson	P242
F10		1.45–3.30	Liberal Studies	D. Maddox	S298
F10		3.30–5.00	Electrical Technology B	T. H. Cowperthwaite	E15
F9	W	9.00–10.15	Electrical Technology A	W. S. Kirkpatrick	E16
B18		10.15–12.30	Mathematics	R. Hodgkinson	P243
F9		2.00–3.00	Private Study		E17
		3.00–5.00	Physical Recreation		

Room	Day	Time	Subject	Lecturer	Class No
F20	Th.	9.00–10.15	Physics	J. Unsworth	P244
F20		10.15–11.15	Physics (O)	J. Unsworth	P245
F14		10.15–11.15	Engineering Drawing (A)	W. S. Kirkpatrick	E18
F14		11.15–12.30	Engineering Drawing	W. S. Kirkpatrick	E19
F9		2.00–3.00	Tutorial	J. A. Askew	E20
F9		3.00–5.00	Electrical Technology B	R. N. Abbott	E21
F14	F	9.00–11.15	Engineering Drawing	W. S. Kirkpatrick	E22
		11.15–12.15	Liberal Studies		S393–406
E1		2.00–5.00	Workshop Technology	J. A. Burton	M752

2nd YEAR (III) (26 weeks)

F18	M	9.00–11.00	Engineering Physics	D. O. Hughes	P246
B50		11.00–12.15	Management Studies	W. E. Evison	BA214
F17		1.45–3.00	Private Study		E23
F17		3.00–5.15	Electronics I	H. Duckworth	E24
F17	Tu.	9.00–11.30	Electrical Machines and Power	R. N. Abbott	E25
F27		11.30–12.30	Mathematics	J. D. Rimmer	P247
F1		2.00–3.00	Liberal Studies	R. Hodson	S299
F17		3.00–5.00	Electric Circuit Theory and Measurements	J. A. Askew	E26
F17	W	9,00–11.30	Electric Circuit Theory and Measurements	A. Palmer	E27
F17		11.30–12.30	Mathematics	J. D. Rimmer	P248
F17		2.00–3.00	Private Study		E28
		3.00–5.00	Physical Recreation		
F17	Th.	9.00–11.00	Electronics 1	J. A. Askew	E29
B50		11.00–12.15	Management Studies	W. E. Evison	BA215
E10		2.00–5.00	Materials and Machines	R. Hatton	M753
B12	F	9.00–10.15	Engineering Physics	D. O. Hughes	P249
B12		10.15–11.15	Mathematics	J. D. Rimmer	P250
		11.15–12.15	Liberal Studies		S393–406
F17		2.00–4.00	Electrical Machines and Power	H. C. Parker	E30
F17		4.00–5.00	Private Study		E31

3rd YEAR (III) (26 weeks)

F16	M	9.00–10.00	Engineering Physics	A. R. Howells	P251
F16		10.00–11.00	Mathematics	W. Woodcock	P252
F16		11.00–12.30	Tutorial	N. T. Slater	E32
F16		2.00–5.00	Telecommunications	N. T. Slater	E33
F8		2.00–5.00	Utilisation	H. C. Parker	E34
B12	Tu.	9.00–10.30	Mathematics	W. Woodcock	P253
B50		10.30–12.30	Management Studies	W. E. Evison	BA216
F16		2.00–5.00	Electronics 2	H. Hartley	E35
F8		2.00–5.00	Electricity Supply	R. O. Hall	E36
F16	W	9.00–11.00	Measurements	R. O. Hall	E37
F16		11.00–12.30	Tutorial	H. Hartley	E38
		2.00–3.00	Liberal Studies		S343
		3.00–5.00	Physical Recreation		

Room	Day	Time	Subject	Lecturer	Class No
F16	Th.	9.00–11.00	Telecommunications	N. T. Slater	E39
F1		9.00–11.00	Utilisation	H. C. Parker	E40
F27		11.00–12.30	Mathematics	W. Woodcock	P254
F16		2.00–5.00	Measurements	R. O. Hall	E41
F16	F	9.00–11.15	Electronics 2	N. T. Slater	E42
F1		9.00–11.00	Electricity Supply	A. Palmer	E43
		11.15–12.15	Liberal Studies		S393–406
F32/16		2.00–5.00	Engineering Physics	A. R. Howells	P255

ORDINARY NATIONAL DIPLOMA IN ENGINEERING

Course Tutor : H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.

This is a course of two years duration for students who have fulfilled one of the following conditions for entry :—

(i) Good ordinary level passes in G.C.E. in at least four subjects including Mathematics and Physics or Mechanics.

(ii) Pass in the second year of the General Engineering Course (G2) with credits in all subjects.

(iii) Have normally reached the age of 16 years on 1st August.

The first year of the course occupies 36 weeks, followed by 3 months in industry. The second session lasts 26 weeks (October to Easter) when the final (Assessed) examinations are taken.

Successful completion of the course leads to the award of an Ordinary National Diploma in Engineering. It carries with it exemption from the Joint Part 1 examination of the Engineering Institutions (with the exception of English). Those who do not possess a General Certificate of Education in English at Ordinary level, or similar exempting qualifications, must pass in this subject before entering 2nd year of the Ordinary National Diploma Course. Students holding an Ordinary National Diploma may proceed to further study in Higher National Diploma or Higher National Certificate Courses in Electrical, Mechanical, or Production Engineering depending on the subjects passed in the final year of the course.

Application for entry to the course must be made not later than 14th September on a special form obtainable from the college office.

2nd YEAR (II) (26 weeks)

Room	Day	Time	Subject	Lecturer	Class No
F2	M	9.00–11.00	Physics	R. Hodgkinson	P383
F11		11.15–12.15	Mathematics	F. Wharton	P384
E14		1.45–5.00	Heat Engines	P. J. Thompson	M104
Ty20	Tu.	9.00–12.15	Electrical Engineering 1	T. H. Cowperthwaite	E44
Ty20		1.45–5.00	Electrical Engineering 2	R. Duddle	E45
E24	W	9.00–12.15	Engineering Drawing	G. T. Ramsden	M105
		2.00–5.00	Physical Recreation		
E17	Th.	9.00–12.15	Applied Mechanics	J. A. Burton	M106
E13		1.45–5.00	Workshop Technology	E. L. Bibby	M107

Room	Day	Time	Subject	Lecturer	Class No
E12	F	9.00–10.00	Tutorial	R. Hatton	M108
E12		10.00–11.00	Mathematics	F. Wharton	P385
E12		11.15–12.15	Liberal Studies		S461
E22		1.45–2.45	Liberal Studies		S414–429
B12		3.00–4.00	Mathematics	F. Wharton	P386
B12		4.00–5.00	Physics	J. Unsworth	P387

ORDINARY NATIONAL CERTIFICATE IN ENGINEERING BLOCK RELEASE

The professional Engineering Institutions, in conjunction with the Ministry of Education, have approved the following block release course of instruction for the award of the Ordinary National Certificate in Engineering.

Students entering the first year of this course must either:—

(a) have passed the final examinations of the General Engineering Course with Credits in Mathematics and Engineering Science, and have obtained a pass in Engineering Drawing, or

(b) hold ordinary level passes in G.C.E. in at least four subjects including Mathematics and an approved Science subject.

The course is of two years' duration and attendance is required for periods of approximately seven weeks, alternating with similar lengths of time in industry.

Students not requiring the endorsement subject of Telecommunications should consult the Head of Department.

1st YEAR (II) (16 weeks)

Room	Day	Time	Subject	Lecturer	Class No
E10	M	9.00–10.45	Mechanical Engineering Science	F. W. Grimshaw	M754
B20		10.45–12.15	Mathematics 1	S. B. Lucas	P260
F1		1.45–4.00	Telecommunications 1	S. E. Egerton	E46
		4.00–5.00	Liberal Studies	A. E. Roper	S278
F1	Tu.	9.00–11.15	Electrical Engineering Science	R. Duddle	E47
B16		11.15–12.15	Liberal Studies	S. Sartin	S458
F14		1.45–5.00	Engineering Drawing	W. S. Kirkpatrick	E48
F21	W	9.00–11.15	Physics 1	J. S. Fisher	P261
		11.15–12.15	Liberal Studies		S329
F14		1.45–3.15	Mathematics 1	S. B. Lucas	P262
F1		3.15–5.00	Telecommunications 1	S. E. Egerton	E49
F14	Th.	9.00–10.00	Engineering Drawing	W. S. Kirkpatrick	E50
B20		10.00–12.15	Mechanical Engineering Science	F. W. Grimshaw	M755
F1		1.45–3.00	Private Study		E51
Hall		3.00–5.00	Physical Recreation		G16
F9	F	9.00–10.45	Electrical Engineering Science	R. Duddle	E52
F11		10.45–12.15	Physics 1	J. S. Fisher	P263
F33		1.45–2.45	Mathematics 1	R. Hodgkinson	P264
		2.45–5.00	Liberal Studies	S. Sartin	S436

2nd YEAR (II) (16 weeks)

Room	Day	Time	Subject	Lecturer	Class No
E10	M	9.00–10.45	Applied Mechanics	F. W. Grimshaw	M756
B20		10.45–12.15	Mathematics 2	S. B. Lucas	P265
F1		1.45–4.00	Telecommunications 2	S. E. Egerton	E53
		4.00–5.00	Liberal Studies	A. E. Roper	S450
F1	Tu.	9.00–11.15	Electrical Engineering A	R. Duddle	E54
B16		11.15–12.15	Liberal Studies	S. Sartin	S459
F14		1.45–3.00	Private Study		E55
F14		3.00–5.00	Tutorial	W. S. Kirkpatrick	E56
F21	W	9.00–11.15	Physics 2	J. S. Fisher	P266
		11.15–12.15	Liberal Studies		S451
F14		1.45–3.15	Mathematics 2	S. B. Lucas	P267
F1		3.15–5.00	Telecommunications 2	S. E. Egerton	E57
F14	Th.	9.00–10.00	Tutorial	W. S. Kirkpatrick	E58
B20		10.00–12.15	Applied Mechanics	F. W. Grimshaw	M757
F1		1.45–3.00	Private Study		E59
Hall		3.00–5.00	Physical Recreation		G16
F9	F	9.00–10.45	Electrical Engineering A	R. Duddle	E60
F11		10.45–12.15	Physics 2	J. S. Fisher	P268
F33		1.45–2.45	Mathematics 2	R. Hodgkinson	P269
		2.45–5.00	Liberal Studies	S. Sartin	S452

PART-TIME DAY COURSES

THE INSTITUTION OF ELECTRICAL ENGINEERS—PART III EXAMINATION

Students who hold both the Ordinary National Certificate and the Higher National Certificate with credits in their Electrical Subjects, and have also obtained credits in certain other Endorsement Subjects, can claim exemption from Part I and Part II of the Institution of Electrical Engineers Associate Membership Examination.

To gain complete exemption from the Associate Membership Examination, students who have examination from, or have passed Part I and Part II, must then take and pass the Part III Examination.

Entry to the Part III Examination is limited to those students exempted from Parts I and II, and who have followed a recognised course in preparation for the Part III Examination, and have a recognised qualification in English.

Entry to the Part III Examination is also limited to candidates who are student members of the Institution or have obtained permission to sit the examination from the Secretary of the Institution.

Candidates who have not complied with this requirement must despatch the, appropriate application to the Secretary by 1st November of the year prior to entry for the May/June examinations or by 1st May for the November/December examinations.

The following courses are designed to prepare students for the Part III Examination in which passes must be obtained in Advanced Electrical Engineering and two specialist subjects. These passes may all be obtained at the same time or individually at different times.

The subject Engineering Physics or Applied Thermodynamics of Part II can be taken at the same time as the Part III subject of Advanced Electrical Engineering. Further details are available from the Head of the Department.

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
F9	Tu.	9.00–11.00	Advanced Electrical Engineering A	A. Palmer	E61
F9		11.00–1.00	Advanced Electrical Engineering B	J. A. Askew	E62
F20/11		2.00–3.45	Engineering Physics A	J. Bagot	P258
F20/11		3.45–5.30	Engineering Physics B	A. R. Howells	P259

2nd YEAR (III)

Group A

F8	M	9.00–11.00	Utilisation of Electrical Plant	H. C. Parker	E63
F8/6		11.00–12.30	Electrical Laboratory and Tutorial	J. A. Askew	E64
F9/6		1.45–3.00		J. A. Askew	E65
F9		3.00–5.00	Applied Electronics	H. Hartley	E66
F9		5.30–7.00	Tutorial	H. Hartley	E67

Group B

F8	M	9.00–11.00	Utilisation of Electrical Plant	H. C. Parker	E63
F5/8		11.00–12.30	Electrical Laboratory and Tutorial	R. O. Hall	E68
F5/9		1.45–3.00		R. O. Hall	E69
F10		3.00–5.00	Electricity Supply	R. O. Hall	E70
F10		5.30–7.00	Tutorial	J. A. Askew	E71

HIGHER NATIONAL CERTIFICATE IN ELECTRICAL AND ELECTRONIC ENGINEERING

The Institution of Electrical Engineers and the Institution of Electronic and Radio Engineers, in conjunction with the Ministry of Education, have approved the following grouped courses of instruction for the award of the Higher National Certificate in Electrical Engineering.

Students entering the first year of this course must hold an Ordinary National Certificate in Electrical Engineering or produce evidence of equivalent attainment.

The course is of two years' duration and requires attendance on one day per week.

Students who anticipate applying for membership of the Institution of Electrical Engineers at some future date should consult the Head of Department before starting the first year of the course.

1st YEAR (III) (New Scheme)

Group A

Room	Day	Time	Subject	Lecturer	Class No
B41	W	9.00–11.15	Mathematics A1	F. Wharton	P270
F8		11.15–12.30	Electrical Technology 1	W. S. Kirkpatrick	E72
F8		1.45–3.00	Electrical Technology 1	W. S. Kirkpatrick	E73
F8		3.00–5.30	Electronics 1	R. J. Simpson	E74

Group B

Room	Day	Time	Subject	Lecturer	Class No
F1	W	9.00–11.15	Electrical Technology 1	R. J. Simpson	E75
F1		11.15–12.30	Mathematics A1	G. J. Blackledge	P271
F1		1.45–3.00	Mathematics A1	G. J. Blackledge	P272
F9		3.00–5.30	Electrical Power 1	W. S. Kirkpatrick	E76

nd YEAR (III) (Old Scheme)

Group A

F10	W	9.00–10.45	Electrical Engineering A2	R. N. Abbott	E77
F10		10.45–12.30	Electronics	H. Duckworth	E78
F10		1.45–3.30	Tutorial	J. A. Askew	E79
F10		3.30–5.30	Electrical Laboratory and Tutorial	R. N. Abbott	E80
F10	Tu.	7.00–9.15	Electrical Technology	R. N. Abbott	E81
Ty10	W	7.00–9.30	Mathematics A2	M. A. Greenwood	P273

Group B

F10	W	9.00–10.45	Electrical Engineering A2	R. N. Abbott	E77
F9		10.45–12.30	Electrical Power	H. C. Parker	E82
F10		1.45–3.30	Tutorial	J. A. Askew	E79
F10		3.30–5.30	Electrical Laboratory and Tutorial	R. N. Abbott	E80
F10	Tu.	7.00–9.15	Electrical Technology	R. N. Abbott	E81
Ty10	W	7.00–9.30	Mathematics A2	M A. Greenwood	P273

Students who have completed one year of this scheme must take Electrical Engineering and two other subjects including at least one electrical subject. Electrical Technology must be taken if it has not been taken previously.

Students who anticipate applying for Membership of the Institution of Electrical Engineers at some future date must complete Applied Mechanics and Physics 2 before entering the final year of the course.

ENDORSEMENTS TO HIGHER NATIONAL CERTIFICATES IN ELECTRICAL AND ELECTRONIC ENGINEERING (III)

Students who hold the Ordinary National Certificate together with the necessary Endorsements, and also hold the Higher National Certificate, can take Endorsement Courses to enable them to claim exemption from certain of the examinations of the Institution of Electrical Engineers. Further information is available from the Head of Department.

Room	Day	Time	Subject	Lecturer	Class No
F9	M	7.00–9.15	Electrical Power Laboratory	H. C. Parker	E204
F11/20	Tu.	2.00–3.45	Engineering Physics A	J. Bagot	P258
F11/20		3.45–5.30	Engineering Physics B	A. R. Howells	P259
F10	W	10.45–12.30	Electronics	H. Duckworth	E78
F9		10.45–12.30	Electrical Power	H. C. Parker	E82
F8	F	7.00–9.15	Electronics Laboratory	H. Duckworth	E206

ORDINARY NATIONAL CERTIFICATE IN ENGINEERING

The professional Engineering Institutions, in conjunction with the Ministry of Education, has approved the following grouped courses of instruction for the award of the Ordinary National Certificate in Engineering.

Students entering the first year of this course must either :—

(a) have passed the final examinations of the General Engineering Course with Credits in Mathematics and Engineering Science, and have obtained a pass in Engineering Drawing, or

(b) hold ordinary level passes in G.C.E. in at least four subjects including Mathematics and an approved Science subject.

The course is of two years' duration and requires attendance on one day and one/two evening(s) per week.

1st YEAR (II)

Group A

Room	Day	Time	Subject	Lecturer	Class No
B18	M	9.00–11.00	Mathematics 1	F. Wharton	P277
F10		11.00–12.30	Electrical	R. J. Simpson	E83
F10		1.45–3.00	Engineering Science	R. J. Simpson	E84
B20		3.00–5.15	Mechanical Engineering Science	R. Hatton	M758
B55	M	7.00–9.00	English and Liberal Studies	H. Kirby	S290
F21	Th.	7.00–9.15	Physics 1	J. G. Walker	P278

Group B

F1	M	9.00–11.30	Electrical Engineering Science	J. Wilson	E85
E10		11.30–12.30	Mechanical	G. B. Rowbottom	M759
E9		1.45–3.00	Engineering Science	G. B. Rowbottom	M760
B12		3.00–5.00	Mathematics 1	S. B. Lucas	P279
		7.00–9.00	English and Liberal Studies	V. Bilsborough	S291
F21	Th.	7.00–9.15	Physics 1	J. G. Walker	P278

2nd YEAR (II)

Group A

F9	Th.	9.30–11.30	Electrical Engineering A	S. E. Egerton	E86
B18		11.30–12.30	Mathematics 2	W. Watson	P280
B18		1.45–3.00	Mathematics 2	W. Watson	P281
B21		3.00–5.15	Applied Mechanics	G. S. Caterall	M761
F1		3.00–5.15	Electrical Engineering B	R. J. Simpson	E87
		7.00–9.00	Liberal Studies	F. Walsh	S377
F21	F	7.00–9.15	Physics 2	A. B. Farley-Hills	P282

Group B

B18	Th.	9.00–11.15	Mathematics 2	F. Wharton	P283
B21		11.15–12.15	Applied Mechanics	G. B. Rowbottom	M762
E14		1.45–3.00	Applied Mechanics	G. B. Rowbottom	M763
F10		3.00–5.30	Electrical Engineering A	R. Duddle	E88
		7.00–9.00	Liberal Studies	M. Robinson	S376
F20	F	7.00–9.15	Physics 2	F. Richardson	P284

GENERAL COURSE IN ENGINEERING

This course is of two years duration for students who show promise of being able to proceed EITHER to a Technicians' course OR a National Certificate course in Mechanical or Electrical Engineering.

Entry to the first year of the course is normally for school leavers of 15 in the category indicated above.

School leavers of 16 years of age who have followed a suitable full-time course at a secondary school may enter the second year of the course directly.

Students will be directed into appropriate further study depending upon their success in the final examinations. These courses would normally be the Ordinary National Certificate, Ordinary National Diploma, or a Technician's Course in either Electrical or Mechanical Engineering.

Identical courses are available in both the Electrical and the Mechanical Engineering Departments, and success in any allows further study in either Department.

Attendance is required on one day and one evening per week.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
F10	F	9.00–11.00	Engineering Science	K. Bowker	E89
F9		11.00–12.45	Mathematics		P291
		2.00–3.30	English and Liberal Studies		S433
F14		3.30–5.00	Drawing	R. Duddle	E90
F1	Tu.	7.00–9.30	Workshop Processes, Materials and Sketching	G. Gibson	E91

2nd YEAR (I)

Group D

F10	Tu.	9.00–11.00	Engineering Science	J. Wilson	E92
F14		11.00–12.30	Engineering Drawing		E93
		1.45–3.30	Mathematics	B. Standing	P292
		3.30–5.00	English and Liberal Studies	H. Scott	S303
F1	Th.	7.00–9.30	Workshop Processes, Materials and Sketching	K. Bowker	E94

Group E

F14	W	9.00–11.00	Engineering Science	T. H. Cowperthwaite	E95
		11.00–12.30	English and Liberal Studies	H. Scott	S326
Ty12		1.45–3.30	Mathematics	B. Standing	P293
Ty12		3.30–5.00	Engineering Drawing		E96
Ty10	Tu.	7.00–9.30	Workshop Processes, Materials and Sketching	J. Wilson	E97

Group F

Ty10	F	9.00–11.00	Engineering Science	S. E. Egerton	E98
Ty10		11.00–12.45	Mathematics	T. Herrod	P294
F14		2.00–3.30	Engineering Drawing		E99
		3.30–5.00	English and Liberal Studies		S439
F1	M	7.00–9.30	Workshop Processes, Materials and Sketching	A. Lewis	E100

ELECTRICAL TECHNICIANS' COURSES

The scheme of work and examinations for electrical technicians are those recommended by the City and Guilds of London Institute, in conjunction with the Ministry of Education and the Institution of Electrical Engineers.

The Technicians' Certificates provide qualifications for technicians engaged in the design, manufacture, testing, erection, operation and maintenance of electrical plant and equipment, in one of the following branches of Electrical Engineering :—

Plant and Machinery ;

Power Generation and Supply ;

Industrial Electronics.

The course is of four years' duration, leading to an Electrical Technicians' Certificate, but an Intermediate Certificate is awarded to candidates passing the City and Guilds examinations at the end of the second year. Attendance is required on one day per week.

Endorsement Certificates will be awarded to those who have obtained an Electrical Technicians' Certificate, and have subsequently completed further courses in advanced techniques.

A Full Technological Certificate will be awarded to a candidate who holds an Electrical Technician's Certificate, and two suitable Endorsement Certificates.

Students entering the first year of the course should normally be 16 years of age and have either :—

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed the first year examinations of the General Course in Engineering ; or

(c) satisfied the Head of Department that they have passed an examination of equivalent standard.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
Ty12	F	9.00–11.15	Electrical Engineering Principles	F. Walmsley	E101
Ty12		11.15–12.45	Mathematics	B. Standing	P295
Ty12		2.00–3.00	Technical Reports	K. Bowker	E102
Ty12		3.00–5.15	Materials and Drawing	T. H. Cowperthwaite	E103

2nd YEAR (II)

Group A

F16	Tu.	9.00–10.30	Mathematics	J. S. Fisher	P296
F16		10.30–12.45	Electrical Engineering Principles	S. E. Egerton	E104
F9		2.00–3.15	Technical Reports	K. Bowker	E105
F9		3.15–5.15	Materials and Drawing	K. Bowker	E106

Group B

F14	Tu.	9.00–11.00	Materials and Drawing	A. Lewis	E107
F1		11.15–12.30	Mathematics	F. Wharton	P297
F17		1.45–3.00	Technical Reports	R. J. Simpson	E108
F1		3.00–5.15	Electrical Engineering Principles	J. Wilson	E109

3rd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B20	F	9.00–11.00	Electrical Engineering Principles	B. Marshall	E110
		11.00–12.30	Electrical Laboratory and Tutorial	R. Duddle	E111
B12		1.45–3.15	Mathematics	T. Herrod	P298
F10		3.15–5.15	Electrical Power Equipment 1	J. Wilson	E112
F9		3.15–5.15	Industrial Electronics 1	H. Duckworth	E113

4th YEAR (II)

F10	Th.	9.00–10.45	Electrical Power Equipment 2	R. N. Abbott	E114
B16		9.00–10.45	Industrial Electronics 2	H. Duckworth	E115
F10		10.45–12.30	Testing Methods (Power)	R. Duddle	E116
B16		10.45–12.30	Testing Methods (Electronics)	H. Duckworth	E117
		1.45–3.30	Electrical Laboratory and Tutorial	F. Walmsley	E118
F14		3.30–5.15	Utilisation and Maintenance of Electrical Plant	W. S. Kirkpatrick	E119

SUPPLEMENTARY STUDIES IN TELECOMMUNICATION AND ELECTRONICS (III)

These syllabuses have been drawn up by the City and Guilds of London Institute for those who, having already received education and experience of satisfactory standard wish to further their studies in various special fields.

Two subject certificates in conjunction with an Intermediate and Final Telecommunication Technicians' Certificate are necessary for the award of a Full Technological Certificate.

Mathematics to the A1 level of a Higher National Certificate must be studied with the course, unless completed earlier.

Room	Day	Time	Subject	Lecturer	Class No
	F	9.00–11.00	Mathematics		P304
		11.00–12.45	Advanced Telemunication and Electronic Principles I		E120
		2.00–3.30	Tutorial		E121
		3.30–5.15	Advanced Telecommunication and Electronic Principles II		E122

TELECOMMUNICATION TECHNICIANS' COURSE

This course has been designed to meet the training needs of employees of the Post Office and of organisations engaged in the manufacture, maintenance and operation of telecommunication apparatus.

The course is designed to cover four years' part-time study.

The Intermediate Telecommunication Certificate will be awarded after satisfactory completion of the first two years, provided all the second year examinations have been passed at one sitting.

The Telecommunication Technicians' Certificate will be awarded after satisfactory completion of all four years, provided all the fourth year examinations have been passed at one sitting.

The Full Technological Certificate will be awarded to Telecommunication Technicians over the age of 21 who hold:

(a) the Intermediate Telecommunication Certificate ;

(b) the Telecommunication Technicians' Certificate ;

(c) at least two subject certificates of the Supplementary Studies.

Further details are available from the Head of Department.

Students entering the first year of the course should normally be 16 years of age and have either:

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed the first year examinations of the General Course in Engineering ; or

(c) satisfied the Head of Department that they have passed an examination of equivalent standard.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
B32	M	9.00–11.00	Science	B. Marshall	E123
B32		11.00–12.45	Mathematics	T. Herrod	P299
B32		2.00–3.00	Mathematics	T. Herrod	P300
B32		3.00–5.00	Drawing	K. Bowker	E124
De2		7.15–9.15	Elementary Telecommunications Practice	N. J. Sumner	E125

2nd YEAR (II)

B41	Tu.	9.00–11.00	Mathematics A	T. Herrod	P301
F10		11.00–12.45	Principles A and	J. Wilson	E126
Ty10		2.00–3.15	Laboratory	B. Marshall	E127
Ty10		3.15–5.15	Telephony and Telegraphy A	S. E. Egerton	E128
Ty12		3.15–5.15	Radio and Line Transmission A		E129

3rd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F17	F	9.00–11.00	Mathematics B	R. Hodgkinson	P302
F17		11.00–12.30	Principles B and	B. Marshall	E130
F1		1.45–3.15	Laboratory	B. Marshall	E131
F1		3.15–5.15	Telephony B	S. E. Egerton	E132
B41		3.15–5.15	Radio and Line Transmission B		E133

4th YEAR (II)

	Th.	9.00–11.00	Mathematics C	J. B. Wignall	P303
F17		11.00–12.45	Principles C and	T. H. Cowperthwaite	E134
F17		2.00–3.15	Laboratory	T. H. Cowperthwaite	E135
F17		3.15–5.15	Telephony C	S. E. Egerton	E136
B41		3.15–5.15	Radio C		E137

COLOUR TELEVISION SERVICING (III)

The following course has been devised by the City and Guilds of London Institute and the Radio Trades Examination Board to meet the demand for courses in colour television servicing.

The course is designed as an endorsement to the Radio and Television Servicing Certificate and only candidates holding this or equivalent Certificates will be allowed to sit the final examination.

Room	Day	Time	Subject	Lecturer	Class No
B41	Tu.	2.00–5.00	Techniques and Practical	D. Baxter	E138
F16	Tu.	7.00–9.15	Theory	D. Baxter	E139

RADIO AND TELEVISION SERVICING

The course is designed to cover five years, and an Intermediate examination is taken after three years. In the intermediate and final years the written examination will be set and marked by the City and Guilds of London Institute and the practical examination by the Radio Trades Examination Board.

Successful candidates will be awarded an Intermediate certificate after the Intermediate examination, and a Radio and Television Servicing Certificate after the final examination.

Students entering the first year of the course should normally be 16 years of age and have either:

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination ; or

(c) satisfied the Head of Department of their ability to take the course.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
Ty11	F	9.00–11.00	Radio Theory	F. H. Downham	E140
Ty11		11.00–12.30	Calculations and Drawing	S. E. Egerton	E141
F12		2.00–5.00	Practical Work	F. H. Downham	E142
B54		5.15–6.15	English	J. Reddy	S442

2nd YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
F12	Tu.	9.00–12.00	Practical Work	F. H. Downham	E143
B20		1.45–3.15	Calculations and Drawing	T. H. Cowperthwaite	E144
B20		3.15–5.15	Radio Theory	F. H. Downham	E145
B20		5.30–6.30	English	D. Westby	S309

3rd YEAR (I)

F17	M	9.00–11.00	Radio Theory	D. Baxter	E146
F17		11.00–12.45	Radio Techniques and Calculations	F. H. Downham	E147
F12		2.00–5.00	Practical Work	D. Baxter	E148

4th YEAR (II)

F12	W	9.00–12.00	Practical Work	F. H. Downham	E149
F17		1.45–3.45	Television Theory	D. Baxter	E150
F17		3.45–5.15	Television Techniques	F. H. Downham	E151

5th YEAR (II)

B32	Th.	9.00–11.00	Television Theory	D. Baxter	E152
F16		11.00–12.45	Television Techniques	F. H. Downahm	E153
F12		2.00–5.00	Practical Work	D. Baxter	E154

ELECTRONICS SERVICING

The course is designed to cover five years, and an Intermediate examination is taken after three years. In the intermediate and final years the written examination will be set and marked by the City and Guilds of London Institute and the practical examination by the Radio Trades Examination Board.

Successful candidates will be awarded an Intermediate Certificate after the Intermediate examination, and an Electronic Servicing Certificate after the final examination.

Students entering the first year of the course should normally be 16 years of age and have either:

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination; or

(c) satisfied the Head of Department of their ability to take the course.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
Ty11	F	9.00–11.00	Theory	F. H. Downham	E140
Ty11		11.00–12.30	Calculations and Drawing	S. E. Egerton	E141
F12		2.00–5.00	Practical Work	F. H. Downham	E142
B54		5.15–6.15	English	J. Reddy	S442

2nd YEAR (I)

F12	Tu.	9.00–12.00	Practical Work	F. H. Downham	E143
B20		1.45–3.15	Calculations and Drawing	T. H. Cowperthwaite	E144
B20		3.15–5.15	Theory	F. H. Downham	E145
B20		5.30–6.30	English	D. Westby	S309

3rd YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
F17	M	9.00–11.00	Theory	D. Baxter	E146
F17		11.00–12.45	Techniques and Calculations	F. H. Downham	E147
F12		2.00–5.00	Practical Work	D. Baxter	E148

ELECTRICAL FITTERS' COURSES

The basic course is designed to cover three years but further years of instruction may be devoted to specific craft subjects such as:

Armature Winding.

Switchgear Assembly and Wiring.

Industrial Electronic Equipment.

Maintenance of Power Station Auxiliaries, etc.

In the final year of the course the examinations are set and marked by the City and Guilds of London Institute. Successful candidates will be awarded the Electrical Fitters' Certificate.

Endorsement certificates will be awarded to students who have passed the examination in one or more of the special craft subjects after a further year's study.

Students entering the first year of the course should normally be 16 years of age and have either:

(a) followed a suitable five year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination ; or

(c) satisfied the Head of Department of their ability to take the course.

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
	F	9.00–11.00	Workshop	A. Lewis	E155
		11.00–12.30	Theory	J. Wilson	E156
		1.45–3.00	Theory	J. Wilson	E157
		3.00–5.15	Drawing, Calculations and Mechanics	K. Bowker	E158
B51		5.30–6.30	English		S443

ELECTRICAL INSTALLATION COURSES

Course A

This is a course of three years duration, and is intended to assist the craft apprentice recruited normally at the age of 15-plus to reach the standard of practical proficiency expected of an electrician engaged to carry out work under supervision. The course is designed to supplement industrial experience and so improve both his skill and understanding of his work as an installation electrician.

The examinations in the final year of the course will be set and marked by the City and Guilds of London Institute for the purpose of the award of the Institutes Electrical Craft Practice Certificate.

Students who have satisfactorily completed the first year of the course at the appropriate level may be admitted to the first year of Course B.

Course B

This is a course of three years duration and at the end of this time the student should have reached the standard of a journeyman.

In the final year of the course the examination will be set and marked by the City and Guilds of London Institute for the purpose of the award of the Course B Certificate. An apprentice or learner employed by an Electrical Installation Contractor, or a candidate otherwise engaged in electrical installation work, who has obtained the Course B Certificate and who is desirous of obtaining the Electrician's Certificate, must forward to the City and Guilds of London Institute a statement of his practical training and work. If approved, he will be awarded the Electrician's Certificate.

Students entering the first year of the course should normally be 16 years of age and have either :

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination ; or

(c) satisfied the Head of Department of their ability to take the course.

Course C

This is a course of two years duration and is intended to afford the requisite technical knowledge to enable a foreman electrician to plan and supervise general types of electrical installation work.

Course C is intended for students who already hold the Course B Certificate, and leads to the award of the Course C Certificate.

Students who hold the Electricians Certificate (see Course B above) and the Course C Certificate, may apply for the award of the Full Technological Certificate in Electrical Installation Work.

COURSE A

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
	Tu.	9.00–10.45	Craft Theory		E159
		10.45–12.30	Related Studies		E160
		1.45–2.45	Liberal Studies		S459
		2.45–5.00	Craft Practice		E161

COURSE B

1st YEAR (I)

Group A

Ty11/ E8	M	9.00–10.30	Installation Technology	K. Bowker	E162
Ty11/E8		10.30–12.30	Practical Work	K. Bowker	E163
Ty11		1.45–3.15	Calculations and Drawing	T. H. Cowperthwaite	E164
Ty11		3.15–5.15	Science	T. H. Cowperthwaite	E165
Ty11		5.30–6.30	English	A. E. Roper	S284

Group B

Room	Day	Time	Subject	Lecturer	Class No
Ty12	M	9.00–11.00	Science	S. E. Egerton	E166
Ty12		11.00–12.30	Calculations and Drawing	S. E. Egerton	E167
Ty12/E8		1.45–3.45	Practical Work	A. Lewis	E168
Ty12/E8		3.45–5.15	Installation Technology	A. Lewis	E169
Ty12		5.30–6.30	English	E. Sumner	S285

Group C

Ty11	Th.	9.00–11.00	Science	A. Lewis	E170
Ty11		11.00–12.30	Calculations and Drawing	A. Lewis	E171
Ty11/E8		1.45–3.15	Installation Technology	K. Bowker	E172
Ty11/E8		3.15–5.15	Practical Work	K. Bowker	E173
Ty8		5.30–6.30	English	J. Conlon	S371

2nd YEAR (I)

Group A

Ty11/ E8	Tu.	9.00–11.00	Practical Work	K. Bowker	E174
Ty11/E8		11.00–12.30	Installation Technology	K. Bowker	E175
Ty11		1.45–3.15	Calculations and Drawing		E176
Ty11		3.15–5.15	Science	B. Marshall	E177
Ty11		5.30–6.30	English	A. E. Roper	S307

Group B

Ty8	Tu.	9.00–11.00	Science	R. J. Simpson	E178
Ty8		11.00–12.30	Calculations and Drawing	B. Marshall	E179
Ty8/E8		1.45–3.15	Installation Technology	A. Lewis	E180
Ty8/E8		3.15–5.15	Practical Work	A. Lewis	E181
Ty8		5.30–6.30	English	E. Sumner	S308

3rd YEAR (II)

Group A

	F	9.00–11.00	Science	R. N. Abbott	E182
F14		11.00–12.30	Drawing and Tutorial	K. Bowker	E183
F10		1.45–3.15	Installation Technology	F. Walmsley	E184
E8		3.15–5.15	Practical Work	F. Walmsley	E185
	M	7.15–9.15	Mathematics	A. Jackson	E186

Group B

Room	Day	Time	Subject	Lecturer	Class No
	F	9.00–11.00	Science	T. H. Cowperthwaite	E187
F10		11.00–12.30	Drawing and Tutorial	F. Walmsley	E188
F9		1.45–3.15	Installation Technology	A. Lewis	E189
E8		3.15–5.15	Practical Work	A. Lewis	E190
	M	7.15–9.15	Mathematics	A. Jackson	E191

COURSE C

1st YEAR (II)

F14	M	9.00–12.15	Electrical Science	F. Walmsley	E192
F14		1.45–3.00	Calculations	R. Duddle	E193
F14		3.00–5.15	Installation Technology and Practical	F. Walmsley	E194

MOTOR VEHICLE ELECTRICIANS COURSE

This course has been designed to meet the needs of apprentices engaged in the repair of electrical equipment for motor vehicles.

The course is arranged to cover three years' part-time study. In the final year of the course the examinations are set and marked by the City and Guilds of London Institute. Successful candidates will be awarded the Motor Vehicle Electricians' Certificate.

Students entering the first year of the course should normally be 16 years of age and have either :

(a) followed a suitable five year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination ; or

(c) satisfied the Head of Department of their ability to take the course.

1st YEAR (MVIDa) (I)

Room	Day	Time	Subject	Lecturer	Class No
	W	9.00–12.15	Motor Vehicle Practice	J. McRory	M474
TyA		1.45–5.00	Motor Vehicle Science and Laboratory	R. H. Mason	M475
TyD	M	7.00–9.30	Motor Vehicle Techniques	F. Anderton	M473

2nd YEAR (I)

	W	9.00–11.30	Workshop Practice	F. Walmsley	E195
		11.30–12.30	English and Liberal Studies		S460
		2.00–5.00	Electrical Science and Laboratory	B. Marshall	E196
Ty20	Th.	7.00–9.15	Automobile Electrical Technology		E197

EVENING COURSES

THE BRITISH INSTITUTION OF RADIO ENGINEERS—GRADUATESHIP EXAMINATION (III)

Students who hold both the Ordinary National Certificate and the Higher National Certificate with credits in their Electrical Subjects, and have also obtained credits in certain other Endorsement Subjects, can claim exemption from Parts I, II, III and IV of the I.E.R.E. Graduateship Examination.

To gain complete exemption from the Graduateship Examination students must also pass or gain exemption from Part V. The following course is designed to give exemption from Part V.

Further details are available from the Head of the Department.

Room	Day	Time	Subject	Lecturer	Class No
F17	M	7.00–9.15	Applied Electronics	H. Hartley	E198
F17	Tu.	7.00–9.15	Telecommunications	N. T. Slater	E199
	W	7.00–9.15	Control Systems	H. Duckworth	E200

HIGHER NATIONAL CERTIFICATE IN ELECTRICAL AND ELECTRONIC ENGINEERING

Students entering the first year of this course must hold an Ordinary National Certificate in Engineering or produce evidence of equivalent attainment. The course is of two years duration and requires attendance on three evenings per week. Students who anticipate applying for membership of the Institution of Electrical Engineers at some future date should consult the Head of Department before starting the first year of the course.

1st YEAR (III) (New Scheme)

Group A

Room	Day	Time	Subject	Lecturer	Class No
F10	M	7.00–9.30	Electrical Technology	J. A. Askew	E201
F33	Tu.	7.00–9.30	Mathematics A1	G. C. Parker	P275
F8	Th.	7.00–9.30	Electronics 1		E202

Group B

F10	M	7.00–9.30	Electrical Technology	J. A. Askew	E201
F33	Tu.	7.00–9.30	Mathematics A1	G. C. Parker	P275
F9	Th.	7.00–9.30	Electrical Power 1	W. S. Kirkpatrick	E203

2nd YEAR (III) (Old Scheme)

F9	M	7.00–9.30	Electrical Power	H. C. Parker	E204
F10	Tu.	7.00–9.30	Electrical Technology	R. N. Abbott	E81
F32	Tu.	7.00–9.30	Mathematics A2	W. A. Crookes	P276
F16	Th.	7.00–9.30	Electrical Engineering A2	R. N. Abbott	E205
F8	F	7.00–9.30	Electronics	H. Duckworth	E206

Students who have completed one year of this scheme must take Electrical Engineering A2 and two other subjects including at least one electrical subject. Electrical Technology must be taken if it has not been previously taken.

Students who anticipate applying for Membership of the Institution of Electrical Engineers at some future date must complete Applied Mechanics and Physics 2 before entering the final year of the course.

ENDORSEMENTS TO HIGHER NATIONAL CERTIFICATES IN ELECTRICAL AND ELECTRONIC ENGINEERING (III)

Students who hold the Ordinary National Certificate together with the necessary Endorsements, and also hold the Higher National Certificate, can take Endorsement Courses to enable them to claim exemption from certain of the examinations of the Institution of Electrical Engineers. Further information is available from the Head of Department.

Room	Day	Time	Subject	Lecturer	Class No
F17	M	7.00–9.30	Applied Electronics	H. Hartley	E198
F9		7.00–9.30	Electrical Power	H. C. Parker	E204
E14		7.00–9.30	Applied Thermodynamics 2	J. M. Lowery	M331
F32	Tu.	7.00–9.30	Mathematics A2	W. A. Crookes	P276
F17		7.00–9.30	Telecommunications	N. T. Slater	E199
Ty10	W	7.00–9.30	Mathematics A2	M. A. Greenwood	P273
F11		7.00–9.30	Engineering Physics B	J. A. Edwards	P274
		7.00–9.30	Control Systems	H. Duckworth	E200
E9	Th.	7.00–9.30	Applied Thermodynamics 1		M325
F8	F	7.00–9.30	Electronics	H. Duckworth	E206

Engineering Physics A or B can only be taken by students who have already completed Physics 2, and Applied Thermodynamics 2 by students who have already completed Applied Thermodynamics 1.

ORDINARY NATIONAL CERTIFICATE IN ENGINEERING

Students entering the first year of this course must either :

(a) have passed the final examinations of the General Engineering Course with credits in Mathematics and Engineering Science and a pass in Engineering Drawing, or

(b) hold ordinary level passes in G.C.E. in at least four subjects including Mathematics and an approved Science subject.

Attendance is required on three evenings per week. The course is arranged to cover a three-year period, during which a total of eight or nine subjects must be taken, equivalent to those taken in the two years of the day course.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
	M	7.00–8.15	Mathematics 1	K. Smith	P285
		8.15–9.30	Liberal Studies	C. Wiggans	S292
Ty11	W	7.00–8.15	Mechanical Engineering Science	E. Leeming	M764
F8		8.15–9.30	Electrical Engineering Science	R. J. Simpson	E207
F11	Th.	7.00–9.15	Physics 1	T. Evans	P286

2nd YEAR (II)

	Tu.	7.00–9.15	Liberal Studies	C. Wiggans	tS315
F8	W	7.00–8.15	Electrical Engineering Science	R. J. Simpson	E208
Ty11		8.15–9.30	Mechanical Engineering Science	E. Leeming	M765
F26	F	7.00–8.15	Mathematics 1 and 2		P288
F11		8.15–9.30	Physics 2		P287

3rd YEAR (II)

F8	Tu.	7.00–9.30	Electrical Engineering A	R. J. Simpson	E209
	W	7.00–9.30	Applied Mechanics		M766
F9		7.00–9.30	Electrical Engineering B	S. E. Egerton	E210
F11	F	7.00–8.15	Physics 2		P290
F26		8.15–9.30	Mathematics 2		P289

ENDORSEMENTS TO ORDINARY NATIONAL CERTIFICATES IN ENGINEERING (II : English I)

Students who are anticipating applying for membership of the Institution of Electrical Engineers at some future date must hold Certificates for all Endorsements to the Ordinary National Certificate before entering the final year of their Higher National Certificate Course.

Not more than one of these Endorsement Subjects can be taken as a main subject in the penultimate year of the Higher National Certificate Course.

It is also desirable for these students to obtain an exempting qualification in English at this stage. This must be obtained before the student can sit the I.E.E. Part III Examination.

Room	Day	Time	Subject	Lecturer	Class No
	Tu.	7.00–9.00	English		S314
F14		7.00–9.15	Engineering Drawing	V. W. Kershaw	E211
	W	7.00–9.30	Applied Mechanics		M766
F20	F	7.00–9.15	Physics 2	F. Richardson	P284

ELECTRICAL TECHNICIANS' COURSE

The course is of four years' duration, leading to an Electrical Technicians' Certificate, but an Intermediate Certificate is awarded to candidates passing the City and Guilds examinations at the end of the second year. Attendance is required on three evenings per week. (For further details see part-time day course.)

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
	Tu.	7.15–9.15	Mathematics		P309
	Th.	7.15–9.15	Materials and Drawing		E212
	F	7.15–9.15	Electrical Engineering Principles		E213

TELECOMMUNICATION TECHNICIANS' COURSE

This course has been designed to meet the training needs of employees of the Post Office and of organisations engaged in the manufacture, maintenance and operation of telecommunication apparatus.

The course is designed to cover four years' part-time study.

The Intermediate Telecommunication Certificate will be awarded after satisfactory completion of the first two years, provided all the second year examinations have been passed at one sitting.

The Telecommunication Technicians' Certificate will be awarded after satisfactory completion of all four years, provided all the fourth year examinations have been passed at one sitting.

(For further details see part-time day course.)

1st YEAR (I)

Room	Day	Time	Subject	Lecturer	Class No
Ty12	M	7.15–9.15	Elementary Telecommunications Practice	N. J. Sumner	E214
F14	Tu.	7.00–9.15	Engineering Drawing	V. W. Kershaw	E211
F16	W	7.15–9.15	Engineering Science	G. Gibson	E215
Ty8	Th.	7.15–9.15	Elementary Telecommunications Practice	N. J. Sumner	E216
	F	7.15–9.15	Mathematics	H. Philips	P305

2nd YEAR (II)

De3	M	7.15–9.15	Line Plant Practice "A"	B. Lewis	E217
	Tu.	7.15–9.15	Mathematics "A"	P. G. Craven	P306
F10	Th.	7.15–9.15	Telecommunications Principles "A"		E218
F9	F	7.15–9.15	Telephony and Telegraphy "A"	W. Fowler	E219

3rd YEAR (II)

F9	Tu.	7.15–9.15	Telecommunication Principles "B"		E220
Ty20	W	7.15–9.15	Telephony "B"	W. N. F. Evans	E221
	Th.	7.15–9.15	Mathematics "B"		P307

4th YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
	Tu.	7.15–9.15	Mathematics "C"		P308
	Th.	7.15–9.15	Telecommunications Principles "C"		E222
	F	7.15–9.15	Telephony "C"		E223

ELECTRICAL INSTALLATION COURSES

The scheme of work and of certification in Electrical Installation Work is that recommended by the City and Guilds of London Institute, in conjunction with the Ministry of Education, and approved by the Electrical Contractors' Association.

Course B

This is a course of three years duration and at the end of this time the student should have reached the standard of a journeyman.

In the final year of the course the examination will be set and marked by the City and Guilds of London Institute for the purpose of the award of the Course B Certificate. An apprentice or learner employed by an Electrical Installation Contractor, or a candidate otherwise engaged in electrical installation work, who has obtained the Course B Certificate and who is desirous of obtaining the Electrician's Certificate, must forward to the City and Guilds of London Institute a statement of his practical training and work. If approved, he will be awarded the Electrician's Certificate.

Students entering the first year of the course should normally be 16 years of age and have either :

(a) followed a suitable five-year full-time course, at a secondary school ;

(b) passed a Preliminary Craft Course examination ; or

(c) satisfied the Head of Department of their ability to take the course.

Course C

This is a course of two years duration and is intended to afford the requisite technical knowledge to enable a foreman electrician to plan and supervise general types of electrical installation work.

Course C is intended for students who already hold the Course B Certificate, and leads to the award of the Course C Certificate.

Students who hold the Electricians Certificate (see Course B above) and the Course C Certificate may apply for the award of the Full Technological Certificate in Electrical Installation Work.

COURSE B

1st YEAR (I)

Group A

Room	Day	Time	Subject	Lecturer	Class No
Ty8	M	7.15–9.15	Calculations and Drawing	J. Blackie	E224
F1	W	7.15–9.15	Science	C. Sturley	E225
F1/E8	F	7.15–9.15	Installation Technology and Practical Work	D. Taylor	E226

Group B

Room	Day	Time	Subject	Lecturer	Class No
F8/E8	M	7.15–9.15	Installation Technology and Practical Work	F. Hackett	E227
Ty12	Tu.	7.15–9.15	Calculations and Drawing	J. Blackie	E228
F17	Th.	7.15–9.15	Science	C. Sturley	E229
2nd YEAR (I)					
Ty11	Tu.	7.15–9.15	Electrical Science	S. H. Greenall	E230
F14	W	7.15–9.15	Calculations and Drawing	W. A. Hesketh	E231
F10/E8	F	7.15–9.15	Installation Technology and Practical Work	F. Hackett	E232
3rd YEAR (II)					
F16	M	7.15–9.15	Electrical Science	D. Hutchinson	E233
F10/E8	W	7.15–9.15	Installation Technology and Practical Work	D. Conway	E234
	Th.	7.15–9.15	Mathematics and Tutorial	D. Hutchinson	E235

COURSE C

1st YEAR (II)

	Tu.	7.00–9.15	Electrical Science	R. Benn	E236
	W	7.00–9.15	Science and Calculations	B. Marshall	E237
	Th.	7.00–9.15	Installation Technology and Practical	F Walmsley	E238
2nd YEAR (II)					
F14	M	7.00–9.15	Science and Tutorial		E239
F14	Th.	7.00–9.15	Electrical Science		E240
F17	F	7.00–9.15	Installation Technology and Practical	F. Walmsley	E241

RADIO AMATEURS' EXAMINATION (I)

The Postmaster-General requires that every applicant for an Amateur (Sound) Licence or an Amateur (Television) Licence must have passed the Radio Amateurs' Examination as evidence of his possessing the requisite theoretical technical knowledge. Other conditions also apply and information is available from the Postmaster-General.

The course covers a period of one year.

Room	Day	Time	Subject	Lecturer	Class No
F17	W	7.15–9.15	Radio Theory	E. Howarth	E242

SPECIAL COURSES

The following Post Advanced Courses will be offered during the Session 1965–66 :—

1 CONTROL AND AUTOMATION—Commencing Tuesday, 28th September, 1965, 7.15–9.15 p.m. for six weeks.

The course consists of six lectures on the practical aspects of control engineering, with emphasis on the automatic control of power stations and process lines. Electronic and other devices will be considered.

2 REVIEW OF PRESENT PRACTICE AND RECENT DEVELOPMENTS IN HIGH VOLTAGE TRANSMISSION—Commencing Thursday, 24th February, 1966, 7.15–9.15 p.m. for six weeks.

A course of lectures for personnel in the electricity supply and manufacturing industries.

The following Radio and Television Servicing courses will be offered during the Session 1965–66 :—

1 CALCULATIONS FOR RADIO AND TELEVISION SERVICING ENGINEERS—Commencing Wednesday, 6th October, 1965, 7.15–9.15 p.m. for eleven weeks

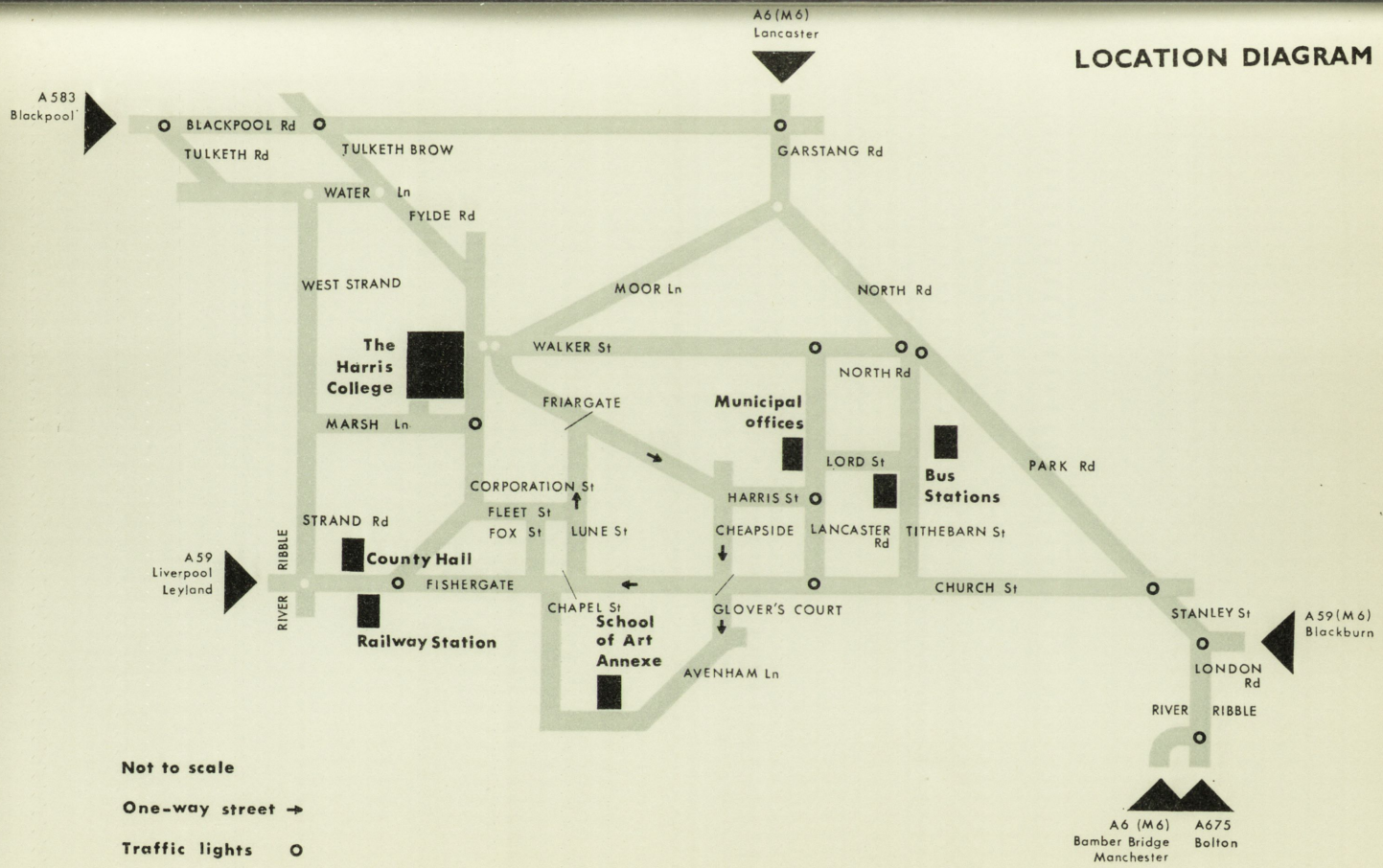
2 STUDY OF SECTIONALIZED TELEVISION CIRCUITRY—Commencing Friday, 8th October, 1965, 7.15–9.15 p.m. for eleven weeks.

The course consists of a series of lectures giving specialised consideration to the separate parts of television receivers, including synch separators, time bases, video amplifiers. The course will include practical and laboratory work.

3 TRANSISTOR TECHNIQUES AS APPLIED TO RADIO AND TELEVISION SERVICING—Commencing Friday, 7th January, 1966, 7.15–9.15 p.m. for eleven weeks.

The course makes a survey of special servicing techniques required for radio and television receivers which incorporate transistor circuitry. The course will include practical and laboratory work.

LOCATION DIAGRAM



Not to scale

One-way street →

Traffic lights O

Head of Department

G. ALLEN, M.A.(Cantab.)



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF LANGUAGE AND SOCIAL STUDIES

Corporation Street, Preston, Lancs.
Telephone: Preston 51831–5

Head of Department
G. ALLEN, M.A. (Cantab.)

THE HARRIS COLLEGE

(Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.)

DEPARTMENT OF LANGUAGE AND SOCIAL STUDIES

Corporation Street, Preston, Lancs.
Telephone: Preston 61831-5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme, and a later amendment to it, the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-eight members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, nine members representative of industry and commerce, and one member representative of the Universities.

THE HARRIS COUNCIL

President: ALDERMAN W. BECKETT, O.B.E., J.P.
(The Right Worshipful the Mayor of Preston)

Vice-President: COUNCILLOR J. HARGREAVES

Alderman J. Atkinson
Councillor W. Bradshaw
Councillor E. W. Bunker
Councillor Mrs. D. M. Dewhurst, J.P.
Councillor A. M. Korn, M.B., Ch.B.
Councillor J. Lund, J.P.
Councillor Mrs. C. Sharples, J.P.
Alderman Mrs. M. A. Wignall, J.P.

Alderman F. Longworth (Chairman of Lancashire County Council)
Councillor J. R. Ashton
Alderman J. Bradley, J.P.
Councillor H. Catlow
Councillor J. P. Ennis, J.P.
Councillor F. Ley
Councillor A. R. Pickles
Councillor P. Windham Hall

G. Grenfell Baines, O.B.E., F.R.I.B.A.
F. D. Crowe, B.Sc. (Eng.)., A.F.R.Ae.S.
C. M. Hey, B.Sc.Tech., A.T.I.
R. A. Hornby, F.C.A.
T. M. Naylor, M.Sc., A.M.I.Mech.E.
P. D. Oakley, B.Sc., F.R.I.C.
Alderman J. W. Taylor, J.P., F.C.I.S.
J. W. Walker
A. D. White, B.Sc., A.R.I.C.

Clerk to the Council:

W. R. TUSON, B.Sc., Chief Education Officer, Municipal Building, Preston, Lancs.

RESEARCH COUNCIL

Several departments of the College are actively engaged in research projects, and to assist in the promotion of research the Harris Council has established a Research Fund, appoints Research Assistants and Research Technicians, and has appointed a sub-committee (known as the RESEARCH COUNCIL) to give active support and consideration to research activities. The Research Council is composed as follows—

Chairman: The President of the Harris Council: Alderman W. Beckett, O.B.E., J.P.

Members: The Vice-President of the Harris Council: Councillor J. Hargreaves.
Professor E. R. Dobbs, University of Lancaster.
Dr. E. G. Edwards, Principal, Bradford Institute of Technology.
J. Jones, A.M.I.Mech.E.
Professor J. Lewis, University of Manchester.
P. D. Oakley, B.Sc., F.R.I.C., Member of the Harris Council
A. D. White, B.Sc., A.R.I.C., Member of the Harris Council, and Senior Training Officer, U.K.A.E.A., Risley.
Dr. H. Wilkinson, Principal of the Harris College.
Dr. S. Skidmore, Vice-Principal of the Harris College.

ADVISORY BOARDS

The Harris Council is in the process of establishing Advisory Boards for each department of the College. The function of Advisory Boards is to advise the Harris Council, through the College Principal, on professional and technical matters pertaining to the work of the Department in such a way as to further the educational aims of the Department both regionally and nationally. The College Principal, Vice-Principal and the Head of Department are *ex-officio* members, as also is the Clerk to the Harris Council and the Chief Education Officer of the Lancashire County Authority.

Advisory Board for Chemistry, Biology and Metallurgy

Chairman: Professor J. C. Bevington, Department of Chemistry, University of Lancaster.

Members: L. R. Bays, A.R.I.C., P.A.I.W.E., Chemist and Bacteriologist, Fylde Water Board.
G. Browne, F.R.I.C., Chief Chemist, H.M. Chemical Inspectorate, Chorley.
Dr. V. G. Cove, Works Manager, Mond Division, I.C.I. Ltd., Thornton.
A. N. Edmondson, F.R.I.C., F.T.I., Chief Chemist, Birtwistle and Leigh Ltd., Preston.
Professor K. M. Entwistle, Manchester College of Science and Technology.
Professor W. E. Kershaw, Department of Parisitology and Entomology, University of Liverpool.
Professor J. Lewis, University of Manchester.
Dr. A. A. Miller, Group Pathologist, Preston and Chorley Hospital Management Committee.
P. D. Oakley, B.Sc., F.R.I.C.

Advisory Board for Mechanical, Civil and Production Engineering

Chairman: F. D. Crowe, B.Sc. (Eng.), A.F.R.Ae.S., Director and Chief Engineer, British Aircraft Corporation.

Members: Dr. N. G. Calvert, Department of Fluid Mechanics, University of Liverpool.

I. T. Clowes, A.M.I.Prod.E., I.M.C.T., Chief Machine Tool Designer, English Electric Co. Ltd.

P. E. F. Crewdson, Director, Gilbert Gilkes and Gordon, Kendal.

R. Crook, Preston District Secretary, A.E.U.

J. Drake, C.B.E., B.Sc., M.I.C.E., M.I.Mun.E., P.P.Inst.H.E., Lancashire County Surveyor and Bridgemaster.

Professor J. Loxham, College of Aeronautics, Cranfield.

T. E. Tindall, B.A., Training Manager, Leyland Motors Ltd.

LIAISON WITH INDUSTRY AND COMMERCE

The Department of Education and Science and the Ministry of Technology, in collaboration with Local Education Authorities, have set up a limited number of Industrial Liaison Centres throughout the country, based on technical colleges. The Harris College is to become a centre as soon as an Industrial Liaison Officer is appointed.

The functions of the Industrial Liaison Officer will be to make and maintain contact with local industry and commerce in order to promote an appreciation of technical innovation and to encourage the maximum use of technical and educational advisory services nationally available, including those of the College. He will provide practical assistance to industry in the framing of their technical enquiries, and in seeking out the best sources of information and directing enquirers to them.

The Industrial Liaison Officer will welcome enquiries from large or small organisations in connection with their technical or management problems.

Enquiries concerning College courses should be addressed to the Principal, not to the Industrial Liaison Officer.

TEACHING STAFF

Principal: H. WILKINSON, M.Sc.Tech., Ph.D., A.Inst.P.

Vice-Principal: S. SKIDMORE, B.Sc., Ph.D.(Lond.), F.R.I.C.

Full-time Lecturers

R. N. Abbot, B.Sc., G.I.E.E. E
R. Abrahams B
G. Allen, M.A. (Cantab.) S
R. Anderson, B.A. S
A. Arnison, L.I.O.B., F.B.I.C.C., M.R.S.H. B
J. Ashworth, M.Sc.Tech., A.M.C.T. A.T.I., F.C.S. P
J. A. Askew, M.Sc., Dip.Tech.(Eng.), G.I.E.E. E
J Bagot, B.Sc., A.Inst.P. P
J. W. Bailey, D.F.A. (Lond.) A
Mrs. E. J. G. Bairsto, B.A., F.R.G.S. BA
J. A. Barker, B.Sc. M
D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
G. J. Blackledge, B.Sc. P
S. Blake, B.A., Ph.D. C
A. Boom, Dip.Ed. S
H. Bowden, B.A. S
T. H. Bower, A.B.I.C.C., A.R.S.H. B
K. Bowker E
J. Braddock M
J. Brennand M
J. Briscoe, B.Sc., A.M.I.Mech.E. M
S. Britland, B.Sc. C
G. A. Brooke, B.Sc. P
J. A. Burton, A.M.I.Prod.E., A.M.I.Mech.E. M
N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E. M
D. Byford, B.A., Dip.Ed. S
S. R. Cardwell, A.I.A.S., A.I.O.B. B
G. S. Catterall, A.M.I.Prod.E. M
Mrs. B. D. Cave, F.S.C.T., A.F.T.Com. BA
D. M. Clapp, B.Sc., Ph.D., A.M.I.C.E., A.M.I.Mech.E. M
G. W. Cobham, B.Com., M.Sc.(Econ.), L.C.P., F.C.I.S., A.M.B.I.M. BA
A. G. Cottom, A.C.W.A. BA
T. H. Cowperthwaite E
T. H. Crisp, M.I.B.S.M. B
J. Cross, A.B.I.C.C. B
F. R. Dean, M.Sc., A.Inst.P., A.T.I. P
A. Dickson M
A. Diggles M
J. Ditchfield, F.I.B.D. A
J. Donnelly, B.Sc. C
F. H. Downham E
H. Duckworth, A.M.I.E.E. E
R. Duddle, G.I.E.E. E
S. L. Duxbury, B.Sc. M
L. J. Eccles M
R. T. Egerton, B.Sc. P
S. E. Egerton, G.I.E.R.E. E
H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol. C
W. E. Evison, B.Sc., Ph.D. BA
J. S. Fisher, B.Sc. P
P. J. Gaule, B.Comm.(Dublin) BA
Miss R. H. Gibbins, B.Sc. S
D. M. Glen A
S. Good, A.R.C.A. A
R. Greenhalgh M
E. S. Greening, B.Sc., A.F.R.Ae.S. P
F. W. Grimshaw, M.I.E.D., A.M.I.Mech.E. M
C. P. R. Gunstone M
S. Hales M
R. O. Hall, B.Sc.Tech., A.M.C.T., A.M.I.E.E. E
Mrs. B. J. Harrison G
Miss P. Harrison, A.T.D. A
H. Hartley, B.Sc.(Eng.), A.M.I.E.E. E
R. Hatton, A.M.I.Mech.E. M
Mrs. S. C. Heywood, S
K. D. Hicks, A.R.C.A. A
R. Hodkinson, B.Sc. P
R. H. Hodson, S.T.A.C., F.I.A.L. S
S. Hogg, M.I.Ptg.M. A
G. F. Hollingworth A
A. R. Howells, B.Sc., Grad.Inst.P. P
R. J. Hudson, B.Sc.(Econ.), A.C.C.A. BA
T. A. Hulton, A.M.I.M.I. M
W. S. Hunter, A.I.O.B. B
D. A. Jenkins, M.Sc., A.R.I.C. C
W. B. Jepson, B.Sc., Ph.D. C
D. Q. King, M.A. A
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
Miss G. M. Lea, B.A. S
A. Lewis, G.I.E.E. E
J. Lindley B

S. B. Lucas, B.Sc.	P
I. J. Lund	M
D. McKenzie, B.Sc.	M
J. M. McMaster	S
J. McRory	M
D. Maddox	S
M. J. Manning, B.Sc.(Eng.), A.F.R.Ae.S.	M
D. J. Marks, B.Sc., Ph.D.	C
D. P. Marples	G
G. R. Marr, M.Sc., A.Inst.P.	P
B. Marshall, A.M.I.E.E.	E
R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T.D., M.I.M.I.	M
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E., A.M.I.E.I.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
J. Paris, M.A., B.Litt.(Oxon.)	A
A. G. Parker, M.Sc.	M
H. C. Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
Miss I. Parsonage, A.C.I.S.	BA
F. K. Pearson, A.M.I.M.I.	M
L. Penrice, A.R.C.A.	A
A. D. Powell, Cert.R.A.S.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B.	B
L. J. Pulford, M.R.S.H., M.R.P.A.	B
G. T. Ramsden	M
K. Redhouse, A.I.O.B., M.R.S.H.	B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S.	P
Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
H. Roberts, Dipl.Ing., A.M.I.Mech.E.	M
C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
E. Schofield, B.A.(Com.), A.C.I.S.	BA
P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
R. J. Simpson, B.Sc.	E
N. T. Slater, B.Sc., A.M.I.E.E.	E
Mrs. T. M. Stableford	BA
D. Swift, B.A.	S
J. H. Taylor, B.Sc., Ph.D.	C
J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
J. Tirrell, Dip. Tech.	M
J. R. Topping, B.Sc.(Econ.), A.C.C.S., F.R.G.S.	BA
J. Unsworth, B.Sc.	P
J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H., M.R.P.A.	B
F. Walmsley, A.M.A.S.E.E., A.M.I.T.E.	E
T. D. Walshaw, D.L.C.(Eng.), B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
F. Whelan	M
J. B. Wignall, B.A.	P
K. E. Wilder	M
J. Wilson, M.A., G.I.E.E.	E
R. Wood, A.M.I.Mech.E., A.M.I.Prod.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A., A.C.C.S.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

Vacancy (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Miss M. A. Coop
Mrs. B. M. Crook
Miss M. A. Hoskinson
Miss D. Howarth
Mrs. M. J. Maddock
Miss C. M. Massey
Miss E. Shillito
Miss J. H. Slee
Mrs. C. Taylor
Miss J. S. Webster
Mrs. T. H. Holland

Telephonists:

Mrs. P. B. Bamford
Mrs. B. Kerry

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

E. Davis (Assistant Engineer)
R. Holmes (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
V. S. Baron
M. Fergus
R. Fletcher
H. Mee
W. Pullen
K. Wharton

Groundsman:

G. Cowell

Nightwatchmen:

S. Bitcon
F. S. Miller

Avenham Premises:

J. Crane (Caretaker)

CALENDAR

1965–66 SESSION

1965

Thursday	9th September	General Staff Meeting, 10-30 a.m.
Monday	13th September	Enrolment, first day
Tuesday	14th September	Enrolment, second day
Wednesday	15th September	Enrolment, last day
Monday	20th September	All day and evening classes commence for the Autumn term
Friday	17th December	All departments close for Christmas after evening classes

1966

Monday	3rd January	All classes re-open for the Spring term.
Tuesday	15th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	1st April	All departments close for Easter after evening classes
Monday	18th April	All classes re-open for the Summer term
Friday	27th May	All departments close for Whitsuntide after evening classes
Monday	6th June	All classes re-open
Friday	1st July	All classes close: end of session
Friday	8th July	End of term: submission of reports

1966-67 SESSION

1966

Thursday	15th September	Staff Meeting
Monday	19th September	Enrolment, first day
Tuesday	20th September	Enrolment, second day
Wednesday	21st September	Enrolment, last day
Monday	26th September	Classes commence

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Students will be enrolled between the times:

10.0 a.m. to 12.30 p.m.
1.30 p.m. to 4-30 p.m.
5-30 p.m. to 8-30 p.m.

on the following days:

Monday, 13th September, 1965
Tuesday, 14th September, 1965
Wednesday, 15th September, 1965

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

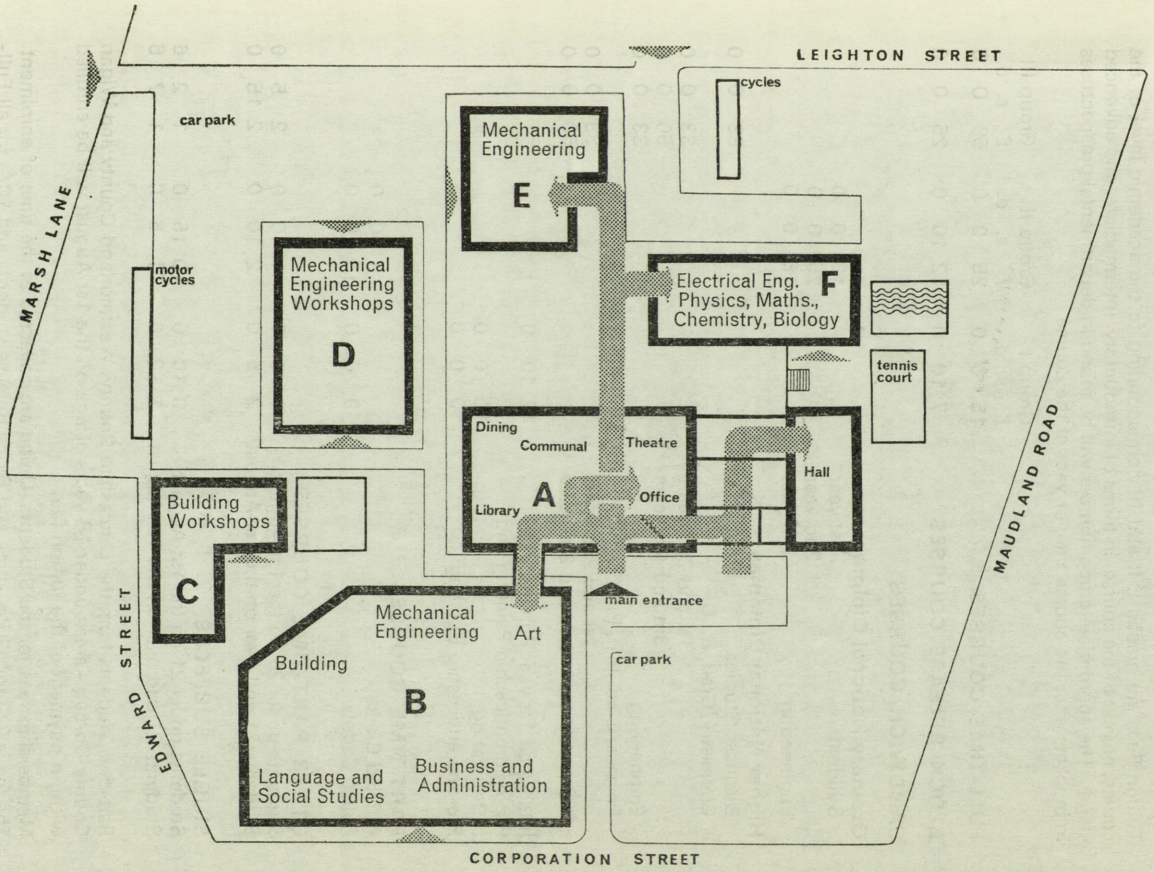
A Block
College Office and enquiries

B Block
School of Art (B7 and B8)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48, B49 and B50)
Language and Social Studies Department (B52 and B55)

E Block
Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block
Chemistry and Biology Department (F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
MARSH LANE
Mechanical Engineering
E
motor cycles
Mechanical Engineering Workshops
D
Electrical Eng. Physics, Maths., Chemistry, Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
MAUDLAND ROAD
EDWARD STREET
Mechanical Engineering
Art
Building
B
car park
Language and Social Studies
Business and Administration
CORPORATION STREET

TUITION FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate grade number will be found in departmental prospectuses in brackets after the course title, or year of the course.

	Group I	Group II	Group III
	£ s. d.	£ s. d.	£ s. d.
FULL-TIME COURSES	15 0 0	25 0 0	50 0 0
BLOCK RELEASE COURSES	7 10 0	12 10 0	25 0 0
SANDWICH COURSES			
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Engineering 2nd year		18 0 0	
Higher National Diplomas:			
Business Studies			33 0 0
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st and 2nd years			33 0 0
2nd and 3rd years			50 0 0
Integrated 1st year Printing	12 10 0		
Pre-Apprenticeship Painting and Decorating	10 0 0		
Pre-apprenticeship Building	10 0 0		
PART-TIME COURSES			
Articled Clerks		3 0 0	
Police Cadets	9 0 0	15 0 0	
OTHER PART-TIME COURSES			
Students under 21 on the 1st August	1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS			
Students under 21 on the 1st August	0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

Part-time students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Membership fees for the Students' Union are collected at the time of enrolment. The fee is 2/– for all Part-time and Block Release students and 10/– for all Full-time and Sandwich Course students (see page xvi).

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable. Suspended or excluded students automatically lose membership of the Students' Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will after the fourth week of session be notified of the absence of their employees, and will receive copies of students sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments, including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid by the student at the time of entry: accounts cannot be sent to employers.

Students will not be informed individually of the last dates of entry or of timetables of examinations, but these will be published on departmental notice boards. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	16th December, 1965
Union of Lancashire and Cheshire Institutes, series A	22nd January, 1966
Assessed papers for National Certificate courses, including endorsements	4th February, 1966
General Certificate of Education papers (N.U.J.M.B.)	11th February, 1966
Union of Lancashire and Cheshire Institutes, series B and C	18th February, 1966
City and Guilds of London Institute	23rd February, 1966
Royal Society of Arts, Summer series	6th May, 1966

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £3 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 7s. 6d. per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted. In the event of a Joint Committee agreeing to the re-examination of a student in a subject, the student will be required to pay the full cost of the re-examination, or to share the cost proportionately should more than one student be involved in the same re-examination.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

GRANTS

Full-time or College-based Sandwich Course students qualified for admission to he College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following:—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he has thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges. It is affiliated to the National Union of Students.

The membership fee is 10/- for full-time students, 2/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies. A Student Union Handbook, issued free to members, describes the activities of the Union.

Officers of the Students' Union:

President:	Mr. R. D. Johnson
Vice-President:	Mr. G. Nickson
Secretary:	Mr. D. Broadbent
Student Treasurer:	Mr. J. F. Stackhouse
Hon. Treasurerr	Mr. D. Swift

Dances and other major social events are regularly arranged in the College and in the town. A Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

An unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Ty.	Trinity County Secondary School
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A., A.L.A.
G. W. Smith, A.L.A.

Librarian Assistants: Mrs. C. A. Blackledge
Miss J. A. Clarkson (on secondment)
Miss C. M. Rogers

The College Library, which is available to all students for reference purposes, has at present a stock of some 14,000 books, together with several thousand bound volumes of periodicals. 350 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags in the racks provided at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturers: D. P. Marples, Dip.P.E., Carnegie College (on secondment)
J. Gridley, A.G.A.
Mrs. B. J. Harrison, Dip.P.E., Dartford College.

Part-time staff:

A. Crowther
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Athletics
Badminton
Basket ball
Canoeing and sailing
Cricket
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Volley ball
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc.

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 2/- will be collected.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1965.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF LANGUAGE AND SOCIAL STUDIES

Telephone – Preston 51831–5 Ext 37

Head of Department
G. Allen, M.A. (Cantab.)

FULL TIME STAFF

Senior Lecturer

D. Swift, B.A.

Lecturers

A. B. Boom, Dip.Ed. Handicapped Children
H. Bowden, B.A., Dip. in Public and Social Administration, Dip. in Applied Social Work
R. H. Hodson, S.T.A.C., F.I.A.L.
J. M. McMaster, Dip. Remedial Ed.
B. S. Palfrey, B.A.

Assistant Lecturers

R. Anderson, B.A.
D. Byford, B.A., Dip.Ed.
Mrs. S. Heywood, T.D., Dip. Dram. Art
Miss G. M. Lea, B.A.
D. Maddox
Vacancy

PART-TIME STAFF

G. Armstrong
V. Bilsborough, B.A.
Mrs. D. Bochel, M.A.
Mrs. J. Browne
J. Conlon
T. Douglas, B.Sc.(Econ.)
A. C. Fleming, M.B., B.S., D.M.P., R.P.C.S.
R. L. Foreman, B.A.
W. J. W. Hackl
Mrs. A. Hartley, B.A.
B. Kirby, B.A.
H. Kirby
Mrs. J. M. Kirby, B.A.
H. L. Knowles
Miss T. Lomax, S.R.N.
L. Litt, B.A.
A. T. Moon
Mrs. E. Moore
D. Morgan, M.A.
Mrs. J. Moxham, B.A.
D. Parker, B.A.
J. Reddy
M. P. Robinson, B.A.
A. Roper
S. Sartin
Mrs. B. H. Scott, B.A.
Miss M. Seed, B.A.
Mrs. M. Sharman, B.A.
Miss W. Sowerby
G. Storr
E. Sumner
F. Walsh
J. Warburton, M.A.
D. Westby
C. Wiggans, B.A.
W. Wyszomirski

LIST OF COURSES

	page
Full-Time	
London University External Diploma in Social Studies	149
Certificate in Child Care	150
Training of Teachers of Mentally Handicapped Children	151
G.C.E. Advanced Level Subjects	154
G.C.E. Ordinary Level Subjects	155
Part-Time Day	
London University External Diploma in Social Studies	156
Modern Languages	159
Liberal Studies	159
Police Cadets	160
Evening	
London University External Diploma in Social Studies	158
Introduction course for Social and Youth Workers	158
Diploma in Nursing of London University	161
G.C.E. Advanced Level	161
Foreign Languages	161
Drama	162
Special Courses	
Special problems of Social Welfare	162
Teaching of the Mentally Handicapped—Introductory Course	162

IMPORTANT DATES

1965

27th September	Full-Time Courses—Diploma in Social Studies and Teachers of Mentally Handicapped classes begin.
28th September	Careers and After-Care—Part-time course begins.
29th September	Diplomas in Social Studies—Part-time course begins.
4th October	Social and Youth Workers Introductory Course begins.
18th October	Teaching Practice (All groups T.M.H.) begins.
12th November	Teaching Practice (All groups T.M.H.) ends).
17th January	Teaching Practice begins—2nd year students only.
28th January	Teaching Practice ends—2nd year students only.
28th March	Social Studies Diploma—1st year examination begins.
29th March	Careers and After-Care—Part-time course ends.
30th March	Social Studies Diploma—1st year examination ends.
1st April	Social Studies Diploma—Practical work begins.
18th April	Teaching Practice—1st and 2nd year students begins.
29th April	Social Studies Diploma—Practical work ends.
9th May	Social and Youth Workers—Introductory course ends.
00th May	Diploma in Social Studies—Final examination.
27th May	Teaching Practice—1st and 2nd year students ends.
20th June	Teachers Diploma—Examination begins.
24th June	Teachers Diploma—Examination ends.
27th June	Teachers Diploma—1st year examinations begin.
29th June	Teachers Diploma—1st year examinations end.

Liberal Studies: Short Residential Courses

17th to 19th November	"East and West."
19th to 21st January	" Seeing through a Glass Darkly."
9th to 11th February	" Psychology, Psychiatry and Society."
23rd to 25th February	" The Power of the Press."
4th to 6th July	" Living in the Sixties."

FULL-TIME COURSES

LONDON UNIVERSITY DIPLOMA IN SOCIAL STUDIES

This two-year, full-time course leading to the Diploma in Social Studies of the University of London provides a basic academic qualification for students contemplating a career in professional social work such as Probation, Child Care, Family Casework, Medical Social Work and Moral Welfare Work. The Diploma is also relevant for workers in other branches of the Social Services such as Youth Employment, Welfare and Mental Welfare Work and those engaged in administration within the Social Services and in voluntary organisations.

Conditions of entry

Applicants must attain 20 years of age during the first term of the course, and should normally possess

(a) five G.C.E. subjects including two at advanced level, or

(b) four G.C.E. subjects including three at advanced level, or

(c) Matriculation in the University of London.

Students over 23 years of age who possess other qualifications or have experience in the field of social work may be admitted in certain circumstances and should consult the Head of Department for further information.

1st YEAR (III) (45 weeks including 10 weeks supervised practical work)

Room	Day	Time	Subject	Lecturer	Class No
B55	M	9.00–10.00	Social Structure	H. Bowden	S1
B55		10.00–11.00	Social Administration	M. Sharman	S2
B55		11.15–12.15	History	D. Byford	S3
B55		1.45–3.45	Social Psychology	D. Maddox	S4
B55	Tu.	9.00–10.00	Social Anthropology	G. Allen	S5
B51		10.00–11.00	Private Study		
B51		11.15–12.15	Social Administration	M. Sharman	S6
B51		1.45–3.45	Tutorial		S7
B51		4.00–5.00	Individual Tutorial		
B51	W	9.00–11.00	Social Administration	D. Bochel	S8
B51		11.15–12.15	Social Structure	H. Bowden	S9
B51		1.45–2.45	History	D. Byford	S10
B51		2.45–3.45	Social Structure	H. Bowden	S11
B51		3.45–4.45	History	D. Byford	S12
B51	Th.	9.00–11.00	Social Psychology	D. Maddox	S13
B51		11.15–12.15	Social Structure	H. Bowden	S14
		1.45–4.45	Visits of Observation		S15
B57	F	9.00–10.00	Social Administration	M. Sharman	S16
B51		10.00–11.00	History	D. Byford	S17
B52		11.15–12.15	Liberal Studies Option		
B51		1.45–2.45	History	D. Byford	S18
B51		2.45–4.45	Social Psychology	D. Maddox	S19

2nd YEAR (III) (45 weeks including 10 weeks supervised practical work)

Room	Day	Time	Subject	Lecturer	Class No
	M		Practical Work Placement		S20
B55	Tu.	9.00–10.00	Social Anthropology	G. Allen	S21
B52		10.00–11.00	History	D. Byford	S22
B52		11.15–12.15	Social Psychology	L. Litt	S23
B52		1.45–3.15	Casework Seminar	T. Douglas	S24
B55		3.30–4.30	Human Growth and Development	T. Douglas	S25
B51	W	9.00–11.00	Social Psychology	M. Sharman	S26
B52		11.15–12.15	Social Administration	D. Bochel	S27
		1.45–3.45	Private Study		
B52	Th.	9.00–11.00	Social Structure	H. Bowden	S28
B52		11.15–12.15	Social Psychology	M. Sharman	S29
		1.45–4.45	Visits of Observation		S30
B52	F	9.00–11.00	Social Administration	D. Bochel	S31
		11.15–12.15	Liberal Studies Options		
B52		1.45–2.45	Social Structure	H. Bowden	S32
B52		2.45–3.45	History	D. Byford	S33

CERTIFICATE IN CHILD CARE (III)

A two-year full-time course recognised by the Central Training Council in Child Care of the Home Office begins in January, 1966. This involves concurrent theoretical and practical work and leads to the Home Office Letter of Recognition. The first year will involve three full days of academic work and two days field placement each week.

Academic work will be arranged in the following subjects:

	approx hours per week
Communications	1½
Social Administration	2½
Social and Economic History	1
Social Economics	1½
Human Growth and Development	2
Child Health	1½
Casework and Social Agencies	1½

In addition to concurrent practical work students will undertake periods of training in appropriate social agencies.

Conditions of Entry

Students must be over 25 years of age at the start of the course. No formal entry qualifications are laid down, admission being by competitive selection and interview. Students admitted to the course may apply to the Home Office for grant aid.

TRAINING OF TEACHERS OF MENTALLY HANDICAPPED CHILDREN

The course, which lasts for two years, begins in September, 1965 and leads to the Diploma of the Training Council for the Training of Teachers of the Mentally Handicapped. The Diploma will be awarded to students who are successful in the written examinations and in teaching practice. Holders of the Diploma will be qualified to teach in Junior Training Centres and Hospital Schools.

Candidates should be 18 years at the time of entry to the course and have gained at least three subjects at G.C.E. 'O' level, one subject being English Language.

Apart from the lecture programme, students will spend some 20 weeks of the course in teaching practice. Arrangements will be made for students to visit all types of schools, health centres, mental subnormality hospitals, etc. Students will also be expected to complete a special study in a subject of their own choosing.

Selection for the course is by interview.

1st YEAR (II) (36 weeks including 10 weeks supervised teaching practice)

Group A

Room	Day	Time	Subject	Lecturer	Class No
MLT	M	9.30–10.45	History of Education	D. Byford	S51
MLT		11.15–12.45	Medical Causes of Mental Subnormality	Dr. A. C. Fleming	S52
Av.5		2.00–4.30	Art and Craft		A311
Av.8		5.00–7.00	Art and Craft	J. MacDonald	A312
	Tu.	9.00–5.30	Practical Work in School		S53
Hall	W	9.00–10.30	Physical Education	C. Robinson	G10
B57		10.45–12.30	Teaching Method	A. B. Boom	S54
		1.45–2.45	Liberal Studies		
E1		3.00–4.00	Social Structure	H. Bowden	S55
B55		4.15–5.30	Seminar—Medical Causes of Mental Subnormality	Tutor	S56
	Th.	9.00–10.15	Tutorials	Tutor	S57
MLT		10.30–12.30	Occasional Lecture Course		S58
Hall		2.00–3.30	Music and Movement	C. Robinson	G15
A2		3.45–5.15	Music	J. McMaster	S59
B57	F	9.30–11.00	Educational Psychology	A. B. Boom	S60
		11.15–12.15	Liberal Studies Option		
B54		2.00–4.00	Speech and Drama	S. Heywood	S61
		4.00–5.00	Library Period		

Group B

MLT	M	9.30–10.45	History of Education	D. Byford	S62
MLT		11.15–12.45	Medical Causes of Mental Subnormality	Dr. A. C. Fleming	S63
B57		2.00–3.00	Seminar—Medical Causes of Mental Subnormality	Tutor	S64
A2		3.15–4.45	Music	J. McMaster	S65

Room	Day	Time	Subject	Lecturer	Class No
B57	Tu.	9.30–11.00	Educational Psychology	J. McMaster	S66
Hall		11.15–12.15	Music and Movement	C. Robinson	G8
Av.8		2.00–4.30	Art and Craft	J. MacDonald	A313
Av.5		5.00–7.00	Art and Craft	P. Harrison	A314
A2	W	9.00–11.00	Speech and Drama	S. Heywood	S67
B55		11.15–12.30	Teaching Method	Tutor	S68
		11.45–2.45	Liberal Studies Option		
MLT		3.00–4.00	Social Structure	H. Bowden	S69
B57		4.00–5.00	Seminar—Social Structure	Tutor	S70
	Th.	9.00–10.15	Tutorials		S71
MLT		10.30–12.30	Occasional Lecture Course		S72
Hall		2.00–3.30	Physical Recreation	C. Robinson	G15
		3.45–4.30	Library Period		
	F.	9.00–5.30	Practical Work in Schools		S73

2nd YEAR (III) (36 weeks including 12 weeks supervised teaching practice)

B57	M	9.30–11.00	Teaching Method	A. B. Boom	S74
MLT		11.15–12.45	Medical Causes of Mental Subnormality	Dr. A. C. Fleming	S75
B57		2.00–3.00	Seminar—Medical Causes of Mental Subnormality		S76
Hall		3.15–5.00	Music and Movement	C. Robinson	G4
	Tu.	9.00–5.30	Practical Work		S77
	W	9.15–10.45	Educational Psychology	A. B. Boom	S78
Hall		11.15–12.15	Physical Recreation	C. Robinson	G11
A2		1.30–2.45	Music	J. McMaster	S79
MLT		3.00–4.00	Social Structure	H. Bowden	S80
B57	Th.	9.00–10.15	Tutorials	A. B. Boom	S81
MLT		10.30–12.30	Occasional Lecture Course		S82
Av.10		2.00–4.30	Art and Craft		A315
		5.00–7.00	Art and Craft		A316
	F	9.00–11.00	Speech and Drama	Mrs. S. Heywood	S83
B57		11.00–12.30	Educational Psychology and Teaching Method Seminars	A. B. Boom	S84
B57		2.00–3.30	Child Health and Care	W. Sowerby	S85
		3.45–5.00	Library Period		

TRAINING OF TEACHERS OF THE MENTALLY HANDICAPPED—One Year Course (III) (36 weeks including 10 weeks teaching practice)

This one-year course commencing in September, 1965, leads to the Diploma of the Training Council for the Training of Teachers of the Mentally Handicapped. Holders of the Diploma will be entitled to teach in Junior Training Centres and Hospital Schools.

The course is intended for older applicants, for those in service as well as intending teachers. Candidates should be at least 30 years of age (there is no upper age limit) and have gained at least three subjects at G.C.E. 'O' level, though candidates with suitable experience without G.C.E. qualifications will be considered.

Apart from the lecture programme, students will spend some eight weeks of the course in teaching practice. Arrangements will be made for students to visit all types of schools, health centres, mental subnormality hospitals, etc. Students will be expected to complete a special study in a subject of their own choosing.

Selection for the course is by interview.

Room	Day	Time	Subject	Lecturer	Class No
MLT	M	9.30–10.45	History of Education	D. Byford	S86
MLT		11.15–12.45	Medical Causes of Mental Subnormality	Dr. A. C. Fleming	S87
Hall		1.45–3.15	Music and Movement	C. Robinson	G3
B57		3.30–4.45	Educational Psychology and Teaching Method Seminar		S88
B57		5.30–7.00	Child Health (Autumn Term)		S89
			Human Physiology (Spring Term)		S90
	T	9.00–5.30	Practical Work in Schools		S91
B54	W	9.15–10.45	Educational Psychology	J. McMaster	S92
B54		11.00–12.30	Teaching Method	J. McMaster	S93
		1.45–2.45	Liberal Studies Option		
MLT		3.00–4.00	Social Structure	H. Bowden	S94
B52		4.15–5.30	Seminar and Social Administration	M. Sharman	S95
B54	Th.	9.00–10.15	Tutorials		S96
MLT		10.30–12.30	Occasional Lecture Course		S97
A2		1.45–3.15	Music	J. McMaster	S98
B55		3.30–5.30	Speech and Drama	S. Heywood	S99
Hall	F	9.00–11.00	Physical Recreation/ Movement	C. Robinson	G19
		11.15–12.15	Liberal Studies Option		
Av.8		2.00–4.30	Art and Craft	J. MacDonald	A317
Av.10		5.00–7.00	Art and Craft	P. Harrison	A318

GENERAL CERTIFICATE OF EDUCATION—ADVANCED LEVEL

The Department offers a two-year, full-time course. Candidates for admission to the course will normally be expected to have obtained a pass at ordinary level (or equivalent) in at least four academic subjects including each subject they study at advanced level.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
B52	M	9.00–10.00	English	B. G. Palfrey	S100
B52		10.00–11.00	French	D. Swift	S101
B52		11.15–12.15	English	B. G. Palfrey	S102
B51		1.45–2.45	Tutorial		S103
B51		2.45–3.45	History	D. Byford	S104
B56		4.00–5.00	French	G. Lea	S105
B56	Tu.	9.00–10.00	French	D. Swift	S106
B16		10.00–11.00	English	J. S. Moxham	S107
B57		11.15–12.15	English	B. G. Palfrey	S108
		1.45–2.45	History	D. Byford	S109
		2.45–3.45	Liberal Studies		S110
B54		4.00–5.00	History	D. Byford	S111
B55	W	9.00–10.00	English	B. G. Palfrey	S112
Ty.20		10.00–11.00	French	D. Swift	S113
B65		11.15–12.15	History	D. Byford	S114
		1.45–4.30	Art		A
B54		2.45–3.45	French	D. Swift	S115
B57	Th.	9.00–10.00	History	D. Byford	S116
B54		10.00–11.00	English	J. S. Moxham	S117
B54		11.15–12.15	History	D. Byford	S118
B51		1.45–2.45	English	J. S. Moxham	S119
B51		2.45–3.45	English	J. S. Moxham	S120
B51		4.00–5.00	French	G. Lea	S121
Av.1	F	9.00–12.15	Art	A. Powell	A287
B55		10.00–11.00	French	G. Lea	S122
B51		11.15–12.15	History	D. Byford	S123
		1.45–2.45	Liberal Studies	Various Lecturers	
B56		2.45–3.45	French	G. Lea	S124

2nd YEAR (II)

B56	M	9.00–10.00	Tutorial	D. Swift	S125
B56		10.00–11.00	French	G. Lea	S126
B52		11.15–12.15	English	B. G. Palfrey	S127
B52		1.45–2.45	History	D. Byford	S128
B52		2.45–3.45	English	B. G. Palfrey	S129
B51		4.00–5.00	History	D. Byford	S130
B54	Tu.	9.00–10.00	History	D. Byford	S131
B54		10.00–11.00	English	B. G. Palfrey	S132
B54		11.15–12.15	History	D. Byford	S133
B57		1.45–2.45	French	D. Swift	S134
B57		2.45–3.45	English	J. S. Moxham	S135
B57		4.00–5.00	English	J. S. Moxham	S136

Room	Day	Time	Subject	Lecturer	Class No
B56	W	9.00–10.00	French	D. Swift	S137
B55		10.00–11.00	History	D. Byford	S138
		1.45–4.30	Art		
	Th.	9.00–10.00	Liberal Studies		S139
B57		10.00–12.15	English	B. G. Palfrey	S140
B52		1.45–2.45	History	D. Byford	S141
B52		2.45–3.45	French	G. Lea	S142
B57		4.00–5.00	History	D. Byford	S143
Av.1	F	9.00–12.15	Art	A. Powell	A287
B56		9.00–11.00	French	D. Swift	S144
		1.45–2.45	Liberal Studies	Various Lecturers	
B55		2.45–3.45	English	B. G. Palfrey	S145
B55		4.00–5.00	French	G. Lea	S146

GENERAL CERTIFICATE OF EDUCATION—ORDINARY LEVEL (I)

The course prepares students for the examination of the Northern Universities Joint Matriculation Board, and covers the syllabus in each subject in one year. Students who already possess at least two G.C.E. subjects at Ordinary Level are required to enrol for four others, one of which may be for revision only.

Students with one or no pass at Ordinary Level must spend two years on a suitable selection of five (or in certain instances, four) subjects, not more than three of which may be offered in the examinations each year.

Students should obtain "G.C.E. Regulations, 1965," price 2/- post free from John Sharratt, Publisher, Park Road, Timperley, Cheshire.

Students who intend to proceed to professional training and higher education should acquaint themselves with the requirements of the appropriate institutions.

Room	Day	Time	Subject	Lecturer	Class No
Ty.20	M	9.00–10.00	English A	E. M. Rigg	S471
B12		9.00–10.00	Chemistry	M. Kingston	C270
Ty.20		10.00–12.15	Mathematics A	J. S. Fisher	P311
B15		10.00–11.00	Chemistry	M. Kingston	C271
B12		11.15–12.15	Chemistry	M. Kingston	C272
B63		1.45–2.45	Geography	E. Bairsto	
		1.45–2.45	Biology	J. P. Betts	C273
Ty.20		1.45–2.45	Liberal Studies	D. Maddox	S147
F37		1.45–5.00	Biology	J. P. Betts	C273
Ty.20		2.45–3.45	French	G. Lea	S148
		1.45–5.00	Art	S. Good	A282
		4.00–5.00	Literature	E. M. Rigg	S465
Ty.22	Tu.	9.00–10.00	History	J. S. Moxham	S149
		9.00–11.00	Mathematics B	F. Richardson	P313
B56		10.00–11.00	French	G. Lea	S150
		11.15–12.15	Mathematics A	F. Richardson	P312
B58		11.15–12.15	English B	G. Lea	S151
		1.45–2.45	Geography	E. J. G. Bairsto	
E11		1.45–2.45	English B	G. Lea	S152
Ty.		2.45–5.00	Physics	M. Evison	P314
		2.45–3.45	French	G. Lea	S153
		4.00–5.00	English A	E. M. Rigg	S471

Room	Day	Time	Subject	Lecturer	Class No
	W	9.00–10.00	Mathematics A	F. Richardson	P315
Ty.20		9.00–10.00	English B	G. Lea	S154
		10.00–11.00	French	G. Lea	S155
		10.00–12.15	Mathematics B	F. Richardson	P316
		11.15–12.15	Literature	E. M. Rigg	S466
		1.45–2.45	Literature	E. M. Rigg	S467
F11		1.45–3.45	Physics	M. Evison	P317
B63		2.45–3.45	Geography	E. J. G. Bairsto	
B63		4.00–5.00	English A	E. M. Rigg	S468
F35		4.00–5.00	Chemistry	H. E. G. Emmett	C274
Ty.8	Th.	9.00–10.00	History	J. S. Moxham	S156
Ty.10		9.00–10.00	English B	G. Lea	S157
B56		10.00–11.00	French	G. Lea	S158
B15		10.00–11.00	Chemistry	M. Kingston	C275
B12		11.15–12.15	Chemistry	M. Kingston	C276
B63		11.15–12.15	Geography	E. J. G. Bairsto	
Av.12		1.45–4.30	Art	S. Good	A286
		1.45–2.45	Literature	E. M. Rigg	S469
Ty.8		2.45–5.00	History	J. S. Moxham	S159
B15		2.45–5.00	Physics	J. Fisher	P318
Ty.8	F	9.00–10.00	English A	E. M. Rigg	S472
Ty.10		9.00–10.00	English B	G. Lea	S160
Ty.8		10.00–11.00	Literature	E. M. Rigg	S470
F37		10.00–11.00	Biology	J. P. Betts	C277
F9		11.15–12.15	Biology	J. P. Betts	C278
		11.15–12.15	History	J. S. Moxham	S161
Ty.8		1.45–2.45	English A	E. M. Rigg	S473
Ty.10		1.45–3.45	Mathematics B	J. Fisher	P319
Ty.8		2.45–3.45	Literature	E. M. Rigg	S474
		4.00–5.00	Mathematics A	J. Fisher	P320
F8		4.00–5.00	Chemistry		C279

PART-TIME COURSES

LONDON UNIVERSITY DIPLOMA IN SOCIAL STUDIES (III)

A series of lectures will be given at the College starting in September, 1965, which will cover the entire syllabus of the London University Diploma in Social Studies. Students wishing to take the Diploma will be recommended a selection of lectures by the Course Tutor, who will take into account the student's needs and capabilities and the time he has available. There is also a requirement for practical work which must be fulfilled by those intending to take the Diploma.

The lectures are, however, of general use and interest and students not wishing to take the Diploma Examination may enrol in the usual way for one or more subjects. Lectures will take place during both day and evening to give sufficient flexibility to allow a wide range of students to attend, on day-release, part-day release, *i.e.* one morning per week, or in the evening. This would, it is hoped, allow serving social workers and administrators to attend, and also married women and other students contemplating a change of career or wishing to gain further qualifications.

Some examples of how the course may be used:

A student able to attend one day and one evening per week could complete the lecture series in two years and with some additional reading in the third year take the Diploma within three years. A student attending on two nights per week could complete the course in four years. In certain circumstances a student attending one morning and one evening could, with some extra tutorials complete the academic part of the course in three years.

The lecture programme is as follows. Each is self-contained so that a student may begin the series in any term.

Social Structure (Day)

Autumn	1965	Population trends, problems and policies.
Easter	1966	The family. Its function in social life. Family stability and divorce.
Summer	1966	Structure of Industry. Economic background and Industrial relations.
Autumn	1966	The political and judicial system as part of society.
Easter	1967	Social status and concepts of class.
Summer	1967	Education and social mobility. Religion as a social force.

Social History (Day)

Autumn	1965	Expansion of Industry and Commerce.
Easter	1966	Public Enterprise—communications, roads, railways. Function of the state in economic development.
Summer	1966	Local Government and growth of towns.
Autumn	1966	Class Structure and Industrialism. Rise of the Middle Classes. Income distribution and standards of living.
Easter	1967	Growth of democracy, Labour movements and the Trade Unions. Party political changes and the expansion of the Civil Service.
Summer	1967	Social Policy and Administration. The Poor Law and provision for children, the aged, the sick and the unemployed. Educational developments. Factory legislation.

Social Psychology (Evening only)

Autumn	1965	Perception. The nervous system.
Easter	1966	Intelligence and learning.
Summer	1966	Personality development and attitudes. Integrated and undaptive functioning.
Autumn	1966	Methodology. Social influence. Culture and environment.
Easter	1967	Delinquency. Rumour, propaganda. Prejudice.
Summer	1967	The family. Social and occupational roles. The problems of the contemporary family in the wider society.

Social Policy and Administration (Day and evening)

Autumn	1965	Changing attitudes to the concept of needs. Devising of socia policy and the provision of administrative machinery.
Easter	1966	Objectives of policy and the effects of the social services. The family and the social services.
Summer	1966	Types of social services and social measures. Statutory and voluntary agencies in health, housing and education.
Autumn	1966	Provision for special groups, Children, the aged, old people, and delinquents.

Easter 1967 Administration of the social services, principles and methods. Central and local departments and Central control.

Summer 1967 Structure of the social services. Personnel selection and training. The role of the administrator and the professional social worker.

Room	Day	Time	Subject	Lecturer	Class No
B51	Tu.	7.00–9.00	Social Psychology	D. Maddox	S162
B51	W	9.00–11.00	Social Administration	D. Bochel	S163
B51		11.15–12.15	Social Structure	H. Bowden	S164
B51		1.45–2.45	History	D. Byford	S165
B51		2.45–3.45	Social Structure	H. Bowden	S166
B51		4.00–5.00	History	D. Byford	S167
B57	Th.	7.00–9.00	Social Administration	M. Sharman	S168

IN-SERVICE TRAINING, CAREERS AND AFTER-CARE (III)

This is a six month course one afternoon per week for staff of Special Schools, who are concerned with careers and after-care of school leavers. The aim is to increase the student's knowledge of the social services and improve their understanding of the young handicapped person. Other teachers, social workers and the staff of residential institutions will find the work relevant.

Room	Day	Time	Subject	Lecturer	Class No
B55	Tu.	10.00–11.00	Social Services and Social Agencies	M. Sharman	S169
B55		11.15–12.15	Contemporary Society and the Handicapped Individual	H. Bowden A. B. Boom	S170
B54		1.45–3.45	Social Work—Principles and Methods	T. Douglas	S171
B57		3.30–4.30	Human Growth and Development	T. Douglas	S172

CASEWORK DISCUSSION CLASSES (SUPERVISORS' CONFERENCE) (III)

Courses are to be run during the year both for student field work supervisors and for other social workers. Enquiries about these classes should be addressed to the Head of Department.

LONDON UNIVERSITY DIPLOMA IN SOCIAL STUDIES (III) **Evenings only.**

Room	Day	Time	Subject	Lecturer	Class No
B51	Tu.	7.00–9.00	Social Psychology	D. Maddox	S173
B57	Th.	7.00–9.00	Social Administration	M. Sharman	S174

INTRODUCTION COURSE FOR SOCIAL AND YOUTH WORKERS (I)

This course is designed for students engaged or contemplating serving in either social work or youth leadership in a full-time or voluntary capacity. The course is in three parts (I) General introduction. (II) Practical work and observation. (III) Special topics. The first part will be a session of ten weeks as follows:

(1) The Family in Modern Society.
(2) Education and Social Change.
(3) Moral Standards.
(4) Influence of Mass Media on the Individual.
(5) Understanding emotional and physical needs of young people.
(6) Strains and stresses of work.
(7) The Welfare State. Present and Future.

(8) Personal relationships.
(9) Group membership and leadership.
(10) Social Group work.

There then follows eight weeks of practical observation and participation arranged by the Course Tutor.

The third part of the course is more specialised. Those interested specifically in youth work will have the following lectures:

(1) Service by Youth
(2) Place of the Voluntary Leader.
(3) History of service to youth
(4) Visual aids in club work.
(5) Unattached and self programming groups.
(6) Social Work and Social Agencies (Panel discussion).
(7) Education for Marriage.
(8) Club Administration.
(9) Outdoor Activities.
(10) Recent trends in club activities.

The fee for the course is £3. Students may apply to the Local Authorities for grants. Enquiries should be addressed to the Head of Department.

MODERN LANGUAGES (I)

These courses are intended to provide sound practical training in the language and lead to the graded examinations of the Institute of Linguists at all levels. Modern methods, including Language Laboratory techniques, will be used throughout.

French, German, Russian

Room	Day	Time	Subject	Lecturer	Class No
B56	M	2.00–4.00	French 2		S177
		2.00–4.00	German 2	W. Hackl	S178
B56	Tu.	2.00–4.00	French 1		S179
		2.00–4.00	German 1	W. Hackl	S180
B57	W	2.00–4.00	French 2		S181
B52 / B56		2.00–4.00	German 2	W. Hackl	S182
B54	Th.	2.00–4.00	French 1		S183
B56		2.00–4.00	German 1	W. Hackl	S184
B57 / B56		2.00–5.00	Russian 1	J. Browne	S185

Similar courses in other languages will be arranged during the day to meet adequate demand.

LIBERAL STUDIES

Courses in Liberal Studies and English are provided for all Departments of the College for full-time, sandwich and part-time courses. Additionally, students in diploma and G.C.E. Advanced Level courses opt for one or more of the following, designed to provide information on and stimulate interest in subjects outside their normal field of study:—

A Speech and Drama
B Music and Art
C Physical Training
D Modern Languages
E Philosophy and Psychology
F General

As a complement to these studies, short residential courses at Alston Hall are arranged at regular intervals for diploma students in co-operation with other departments.

POLICE CADETS

These courses are specially arranged for police cadets, to extend their general education and to prepare them for examination at 'O' and 'A' levels of the Northern Universities Joint Matriculation Board.

Course 1 (I)

Room	Day	Time	Subject	Lecturer	Class No
Hall	M	9.00–10.00	Physical Recreation	C. Robinson	G1
Ty.8		10.00–12.15	Geography A	H. Scott	S186
Ty.16		10.00–12.15	Geography		S178
Ty.8		1.45–3.45	Mathematics		
Ty.16		1.45–3.45	Mathematics		
Ty.8		4.00–5.00	Liberal Studies A	R. Hodson	S188
Ty.16		4.00–5.00	Liberal Studies B		S189
Ty.10	Tu.	9.00–10.00	Geography A	H. Scott	S190
Ty.12		9.00–10.00	Geography B		S191
Ty.10		10.00–11.00	Liberal Studies A	D. Maddox	S192
Ty.12		10.00–11.00	Liberal Studies B		S193
		11.15–12.15	Mathematics A		
		11.15–12.15	Mathematics B		
Ty.14		1.45–2.45	English A	G. Storr	S194
Ty.12		1.45–2.45	English B	M. Sharman	S195
Ty.19		2.45–3.45	History A	A. Hartley	S196
Ty.22		2.45–3.45	History B		S197
Ty.19		4.00–5.00	English A	S. Stow	S198
Ty.22		4.00–5.00	English B	M. Sharman	S199
Ty.8	W	9.00–10.00	History A	A. Hartley	S200
Ty.10		9.00–10.00	History B		S201
Ty.8		10.00–11.00	Liberal Studies A	D. Maddox	S202
Ty.10		10.00–11.00	Liberal Studies B		S203
Ty.8		11.15–12.15	History A	A. Hartley	S204
Ty.10		11.15–12.15	History B		S205
Ty.8		1.45–3.45	English A	G. Storr	S206
Ty.10		1.45–3.45	English B	M. Sharman	S207
		4.00–5.00	Mathematics A		
		4.00–5.00	Mathematics B		

Course 2 (II)

Room	Day	Time	Subject	Lecturer	Class No
Ty.10	M	9.00–11.00	Geography		S208
Hall		11.15–12.15	Physical Recreation	C. Robinson	G2
Ty.10		1.45–3.45	Mathematics		
Ty.19		4.00–5.00	Liberal Studies	B. Palfrey	S209
Ty.18	Tu.	9.00–10.00	Geography		S210
Ty.18		10.00–11.00	Liberal Studies	R. Hodson	S211
		11.15–12.15	Mathematics		
		1.45–2.45	English	S. Heywood	S212
B18		2.45–3.45	History	J. Kirby	S213
B18		4.00–5.00	English	S. Heywood	S214
Ty.11	W	9.00–11.00	History	J. Kirby	S215
Hall		11.15–12.15	Physical Education	C. Robinson	
Ty.11		1.45–2.45	English	S. Heywood	S216
		4.00–5.00	Mathematics		

EVENING COURSES

DIPLOMA IN NURSING OF THE UNIVERSITY OF LONDON, PART A (III)

The Department combines with the Department of Chemistry and Biology to provide a one-year course covering the examination requirements for Part A of the Diploma in Nursing. The examination for Part B of the Diploma is taken in the branch of nursing in which the candidate has specialised, together with a paper on "The Causes and Effects of Disease."

It is proposed to organise a course on The Causes and Effects of Disease in the 1966/67 session for candidates wishing to complete Part B of the new scheme.

Details of entry qualifications, examinations, etc. are set out in a special pamphlet which may be obtained from the Head of Department.

Room	Day	Time	Subject	Lecturer	Class No
F35	M	6.00—7.00	Physiology Theory	W. Rothwell	C229
F37		7.00–9.00	Physiology Practical	W. Rothwell	C230
F17	Th.	6.00–7.00	Development of Nursing as a Profession		
F35		7.15–8.15	Physchology	J. B. Linsie	

GENERAL CERTIFICATE OF EDUCATION–ADVANCED LEVEL (II)

The following courses have been arranged to provide the minimum of two evenings per week necessary to cover the syllabus. Classes in other arts subjects at Advanced Level will be arranged to meet adequate demand. Intending students should obtain the booklet " G.C.E. Regulations, 1964" available at 2/- post free from John Sherratt, Publishers, Park Road, Timperley, Cheshire.

Room	Day	Time	Subject	Lecturer	Class No
B52	Tu.	5.30–7.15	History	M. Seed	S219
B52	W	5.30–7.15	English A1	D. Morgan	S220
B55		5.30–7.15	English A2	J. Warburton	S221
B51	Th.	5.30–7.15	History	M. Seed	S222
B52	F	5.30–7.15	English A1	D. Morgan	S223
B57		5.30–7.15	English A2	J. Warburton	S224

FOREIGN LANGUAGES (I)

Students of French, German and Spanish are expected to attend classes on two evenings per week.

Room	Day	Time	Subject	Lecturer	Class No
B52	M	6.00–7.30	German 1	W. Hackl	S225
B54		6.00–7.30	French 1		S226
B56		6.00–7.30	Spanish 1	R. L. Foreman	S227
B52		7.45–9.15	German 2	W. Hackl	S228
B56		7.45–9.15	Spanish 2	R. L. Foreman	S229
B51		7.45–9.15	French 2		S230
B54	Tu.	6.00–7.30	German 3		S231
B56		6.00–7.30	French 3	D. Parker	S232
B55		6.00–8.00	Spanish 3	R. L. Foreman	S233
B57		6.30–8.30	Italian 1		S234

Room	Day	Time	Subject	Lecturer	Class No
B51	W	6.00–7.30	Spanish 2	R. L. Foreman	S235
B55		6.00–7.30	French 2		S236
B56		7.45–9.15	French 1		S237
B51		7.45–9.15	Spanish 1	R. L. Foreman	S238
B56	Th.	6.00–7.30	Russian 1	W. Wyszomirski	S239
B52		6.00–7.30	French 3	D. Parker	S240
B54		6.30–8.30	Italian 2		S241
B56		7.45–9.15	Russian 2	W. Wyszomirski	S242
B51		7.45–9.15	German 3		S244
B56	F	6.00–7.30	German 2	W. Hackl	S245
B56		7.45–9.15	German 1	W. Hackl	S246

DRAMA (I)

The Drama Society meets each week on Tuesday evening to read, act and discuss drama. There will be at least one major production during the year and opportunities are extended to anyone interested in the many aspects of dramatic entertainment.

Room	Day	Time	Subject	Lecturer	Class No
Main Lecture Theatre	Tu.	6.30–9.00	Drama	B. Palfrey	S247

SPECIAL COURSES

SPECIAL PROBLEMS OF SOCIAL WELFARE

A series of ten lecture discussions intended for social workers, teachers, clergy and others interested in social policy.

Details are set out in a pamphlet obtainable from the Head of Department.

The course will run from Monday, 5th October to Monday, 7th December, both dates inclusive.

Room	Day	Time	Subject	Lecturer	Class No
B57	M	7.00–9.00	Problems of Social Welfare		S248

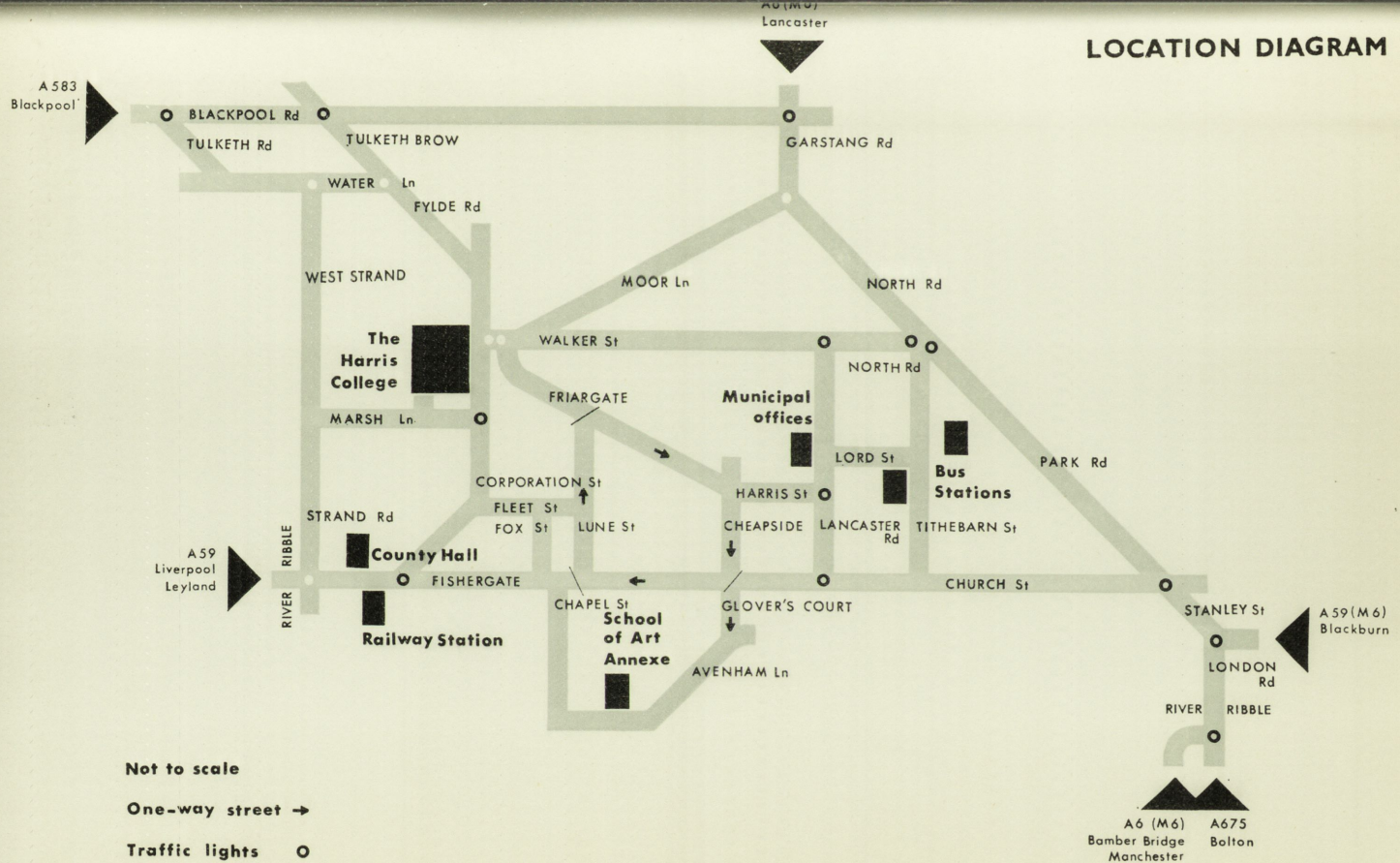
TEACHING OF MENTALLY HANDICAPPED

This series of lectures during the Autumn Term beginning on Wednesday, 29th September is intended for those new to teaching mentally handicapped children who have not completed a full-time course of teaching training.

The lectures will include the development of speech of the severely subnormal, the social role of the teacher, organisation of classes and centres and new developments in teaching techniques. Films and other visual aids relating to the mentally handicapped will be considered. A considerable amount of time will be spent in discussion of classroom problems.

Room	Day	Time	Subject	Lecturer	Class No
B57	W	6.00–8.00	An Introduction to Teaching the Mentally Handicapped	A. B. Boom	S249

LOCATION DIAGRAM



Not to scale

One-way street →

Traffic lights O

Head of Department

T. D. WALSHAW, D.L.C.Eng., B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF MECHANICAL, CIVIL AND PRODUCTION ENGINEERING

Corporation Street, Preston, Lancs.

Telephone: Preston 51831–5

Head of Department

T. D. WALSHAW, D.L.C.Eng., B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.

THE HARRIS COLLEGE

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FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme, and a later amendment to it, the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-eight members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, nine members representative of industry and commerce, and one member representative of the Universities.

THE HARRIS COUNCIL

President: ALDERMAN W. BECKETT, O.B.E., J.P.
(The Right Worshipful the Mayor of Preston)

Vice-President: COUNCILLOR J. HARGREAVES

Alderman J. Atkinson
Councillor W. Bradshaw
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Councillor Mrs. C. Sharples, J.P.
Alderman Mrs. M. A. Wignall, J.P.

Alderman F. Longworth (Chairman of Lancashire County Council)
Councillor J. R. Ashton
Alderman J. Bradley, J.P.
Councillor H. Catlow
Councillor J. P. Ennis, J.P.
Councillor F. Ley
Councillor A. R. Pickles
Councillor P. Windham Hall

G. Grenfell Baines, O.B.E., F.R.I.B.A.
F. D. Crowe, B.Sc. (Eng.)., A.F.R.Ae.S.
C. M. Hey, B.Sc.Tech., A.T.I.
R. A. Hornby, F.C.A.
T. M. Naylor, M.Sc., A.M.I.Mech.E.
P. D. Oakley, B.Sc., F.R.I.C.
Alderman J. W. Taylor, J.P., F.C.I.S.
J. W. Walker
A. D. White, B.Sc., A.R.I.C.

Clerk to the Council:

W. R. TUSON, B.Sc., Chief Education Officer, Municipal Building, Preston, Lancs.

RESEARCH COUNCIL

Several departments of the College are actively engaged in research projects, and to assist in the promotion of research the Harris Council has established a Research Fund, appoints Research Assistants and Research Technicians, and has appointed a sub-committee (known as the RESEARCH COUNCIL) to give active support and consideration to research activities. The Research Council is composed as follows—

Chairman: The President of the Harris Council: Alderman W. Beckett, O.B.E., J.P.

Members: The Vice-President of the Harris Council: Councillor J. Hargreaves.
Professor E. R. Dobbs, University of Lancaster.
Dr. E. G. Edwards, Principal, Bradford Institute of Technology.
J. Jones, A.M.I.Mech.E.
Professor J. Lewis, University of Manchester.
P. D. Oakley, B.Sc., F.R.I.C., Member of the Harris Council
A. D. White, B.Sc., A.R.I.C., Member of the Harris Council, and Senior Training Officer, U.K.A.E.A., Risley.
Dr. H. Wilkinson, Principal of the Harris College.
Dr. S. Skidmore, Vice-Principal of the Harris College.

ADVISORY BOARDS

The Harris Council is in the process of establishing Advisory Boards for each department of the College. The function of Advisory Boards is to advise the Harris Council, through the College Principal, on professional and technical matters pertaining to the work of the Department in such a way as to further the educational aims of the Department both regionally and nationally. The College Principal, Vice-Principal and the Head of Department are *ex-officio* members, as also is the Clerk to the Harris Council and the Chief Education Officer of the Lancashire County Authority.

Advisory Board for Chemistry, Biology and Metallurgy

Chairman: Professor J. C. Bevington, Department of Chemistry, University of Lancaster.

Members: L. R. Bays, A.R.I.C., P.A.I.W.E., Chemist and Bacteriologist, Fylde Water Board.
G. Browne, F.R.I.C., Chief Chemist, H.M. Chemical Inspectorate, Chorley.
Dr. V. G. Cove, Works Manager, Mond Division, I.C.I. Ltd., Thornton.
A. N. Edmondson, F.R.I.C., F.T.I., Chief Chemist, Birtwistle and Leigh Ltd., Preston.
Professor K. M. Entwistle, Manchester College of Science and Technology.
Professor W. E. Kershaw, Department of Parisitology and Entomology, University of Liverpool.
Professor J. Lewis, University of Manchester.
Dr. A. A. Miller, Group Pathologist, Preston and Chorley Hospital Management Committee.
P. D. Oakley, B.Sc., F.R.I.C.

Advisory Board for Mechanical, Civil and Production Engineering

Chairman: F. D. Crowe, B.Sc. (Eng.), A.F.R.Ae.S., Director and Chief Engineer, British Aircraft Corporation.

Members: Dr. N. G. Calvert, Department of Fluid Mechanics, University of Liverpool.

I. T. Clowes, A.M.I.Prod.E., I.M.C.T., Chief Machine Tool Designer, English Electric Co. Ltd.

P. E. F. Crewdson, Director, Gilbert Gilkes and Gordon, Kendal.

R. Crook, Preston District Secretary, A.E.U.

J. Drake, C.B.E., B.Sc., M.I.C.E., M.I.Mun.E., P.P.Inst.H.E., Lancashire County Surveyor and Bridgemaster.

Professor J. Loxham, College of Aeronautics, Cranfield.

T. E. Tindall, B.A., Training Manager, Leyland Motors Ltd.

LIAISON WITH INDUSTRY AND COMMERCE

The Department of Education and Science and the Ministry of Technology, in collaboration with Local Education Authorities, have set up a limited number of Industrial Liaison Centres throughout the country, based on technical colleges. The Harris College is to become a centre as soon as an Industrial Liaison Officer is appointed.

The functions of the Industrial Liaison Officer will be to make and maintain contact with local industry and commerce in order to promote an appreciation of technical innovation and to encourage the maximum use of technical and educational advisory services nationally available, including those of the College. He will provide practical assistance to industry in the framing of their technical enquiries, and in seeking out the best sources of information and directing enquirers to them.

The Industrial Liaison Officer will welcome enquiries from large or small organisations in connection with their technical or management problems.

Enquiries concerning College courses should be addressed to the Principal, not to the Industrial Liaison Officer.

TEACHING STAFF

Principal: H. WILKINSON, M.Sc.Tech., Ph.D., A.Inst.P.

Vice-Principal: S. SKIDMORE, B.Sc., Ph.D.(Lond.), F.R.I.C.

Full-time Lecturers

R. N. Abbot, B.Sc., G.I.E.E. E
R. Abrahams B
G. Allen, M.A. (Cantab.) S
R. Anderson, B.A. S
A. Arnison, L.I.O.B., F.B.I.C.C., M.R.S.H. B
J. Ashworth, M.Sc.Tech., A.M.C.T. A.T.I., F.C.S. P
J. A. Askew, M.Sc., Dip.Tech.(Eng.), G.I.E.E. E
J Bagot, B.Sc., A.Inst.P. P
J. W. Bailey, D.F.A. (Lond.) A
Mrs. E. J. G. Bairsto, B.A., F.R.G.S. BA
J. A. Barker, B.Sc. M
D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
G. J. Blackledge, B.Sc. P
S. Blake, B.A., Ph.D. C
A. Boom, Dip.Ed. S
H. Bowden, B.A. S
T. H. Bower, A.B.I.C.C., A.R.S.H. B
K. Bowker E
J. Braddock M
J. Brennand M
J. Briscoe, B.Sc., A.M.I.Mech.E. M
S. Britland, B.Sc. C
G. A. Brooke, B.Sc. P
J. A. Burton, A.M.I.Prod.E., A.M.I.Mech.E. M
N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E. M
D. Byford, B.A., Dip.Ed. S
S. R. Cardwell, A.I.A.S., A.I.O.B. B
G. S. Catterall, A.M.I.Prod.E. M
Mrs. B. D. Cave, F.S.C.T., A.F.T.Com. BA
D. M. Clapp, B.Sc., Ph.D., A.M.I.C.E., A.M.I.Mech.E. M
G. W. Cobham, B.Com., M.Sc.(Econ.), L.C.P., F.C.I.S., A.M.B.I.M. BA
A. G. Cottom, A.C.W.A. BA
T. H. Cowperthwaite E
T. H. Crisp, M.I.B.S.M. B
J. Cross, A.B.I.C.C. B
F. R. Dean, M.Sc., A.Inst.P., A.T.I. P
A. Dickson M
A. Diggles W
J. Ditchfield, F.I.B.D. A
J. Donnelly, B.Sc. C
F. H. Downham E
H. Duckworth, A.M.I.E.E. E
R. Duddle, G.I.E.E. E
S. L. Duxbury, B.Sc. M
L. J. Eccles M
R. T. Egerton, B.Sc. P
S. E. Egerton, G.I.E.R.E. E
H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol. C
W. E. Evison, B.Sc., Ph.D. BA
J. S. Fisher, B.Sc. P
P. J. Gaule, B.Comm.(Dublin) BA
Miss R. H. Gibbins, B.Sc. S
D. M. Glen A
S. Good, A.R.C.A. A
R. Greenhalgh M
E. S. Greening, B.Sc., A.F.R.Ae.S. P
F. W. Grimshaw, M.I.E.D., A.M.I.Mech.E. M
C. P. R. Gunstone M
S. Hales M
R. O. Hall, B.Sc.Tech., A.M.C.T., A.M.I.E.E. E
Mrs. B. J. Harrison G
Miss P. Harrison, A.T.D. A
H. Hartley, B.Sc.(Eng.), A.M.I.E.E. E
R. Hatton, A.M.I.Mech.E. M
Mrs. S. C. Heywood, S
K. D. Hicks, A.R.C.A. A
R. Hodkinson, B.Sc. P
R. H. Hodson, S.T.A.C., F.I.A.L. S
S. Hogg, M.I.Ptg.M. A
G. F. Hollingworth A
A. R. Howells, B.Sc., Grad.Inst.P. P
R. J. Hudson, B.Sc.(Econ.), A.C.C.A. BA
T. A. Hulton, A.M.I.M.I. M
W. S. Hunter, A.I.O.B. B
D. A. Jenkins, M.Sc., A.R.I.C. C
W. B. Jepson, B.Sc., Ph.D. C
D. Q. King, M.A. A
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
Miss G. M. Lea, B.A. S
A. Lewis, G.I.E.E. E
J. Lindley B

S. B. Lucas, B.Sc.	P
I. J. Lund	M
D. McKenzie, B.Sc.	M
J. M. McMaster	S
J. McRory	M
D. Maddox	S
M. J. Manning, B.Sc.(Eng.), A.F.R.Ae.S.	M
D. J. Marks, B.Sc., Ph.D.	C
D. P. Marples	G
G. R. Marr, M.Sc., A.Inst.P.	P
B. Marshall, A.M.I.E.E.	E
R. H. Mason	M
J. E. Meadows, A.M.I.Mech.E.	M
B. Mellody, A.C.A.	BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M.	BA
T. Metcalfe, A.R.C.A.	A
J. S. Moorman, B.Sc.	P
A. B. Morrison, B.Sc., A.M.I.Mech.E.	M
A. Murray	M
G. Newton, B.Sc., Ph.D.	C
K. Nicholson	A
R. J. Nicolle, T.D., M.I.M.I.	M
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E., A.M.I.E.I.	M
A. Ottewell, B.Sc., A.I.M.	C
B. G. Palfrey, B.A.	S
A. Palmer, B.Sc.Tech., A.M.I.E.E.	E
J. Paris, M.A., B.Litt.(Oxon.)	A
A. G. Parker, M.Sc.	M
H. C. Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E.	E
A. E. Parkinson	A
Miss I. Parsonage, A.C.I.S.	BA
F. K. Pearson, A.M.I.M.I	M
L. Penrice, A.R.C.A.	A
A. D. Powell, Cert.R.A.S.	A
J. G. V. Proudman, A.M.C.T., A.I.O.B.	B
L. J. Pulford, M.R.S.H., M.R.P.A.	B
G. T. Ramsden	M
K. Redhouse, A.I.O.B., M.R.S.H.	B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S.	P
Miss E. M. Rigg, B.A.	BA
J. D. Rimmer, B.Sc.	P
H. Roberts, Dipl.Ing., A.M.I.Mech.E.	M
C. M. Robinson, D.L.C.	G
W. H. Rothwell, B.Sc.	C
G. B. Rowbottom, A.M.I.M.E.	M
C. A. Russell, M.Sc., Ph.D., F.R.I.C.	C
E. Schofield, B.A.(Com.), A.C.I.S.	BA
P. P. Schofield	M
W. H. Sharples	M
A. Sherrington, A.R.I.C.	C
R. J. Simpson, B.Sc.	E
N. T. Slater, B.Sc., A.M.I.E.E.	E
Mrs. T. M. Stableford	BA
D. Swift, B.A.	S
J. H. Taylor, B.Sc., Ph.D.	C
J. M. Taylor, B.Sc.	P
A. H. Thompson, A.R.C.A.	A
Mrs. J. M. Thompson, Des.R.C.A.	A
P. J. Thompson, Dip.Tech.	M
J. Tirrell, Dip. Tech.	M
J. R. Topping, B.Sc.(Econ.), A.C.C.S., F.R.G.S.	BA
J. Unsworth, B.Sc.	P
J. E. Varley, B.A. Admin.	BA
K. Walker	M
A. K. Waller, M.R.S.H., M.R.P.A.	B
F. Walmsley, A.M.A.S.E.E., A.M.I.T.E.	E
T. D. Walshaw, D.L.C.(Eng.), B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.	M
F. Wharton, B.Sc.	P
W. Watson, B.Sc.(Eng.)	P
F. Whelan	M
J. B. Wignall, B.A.	P
K. E. Wilder	M
J. Wilson, M.A., G.I.E.E.	E
R. Wood, A.M.I.Mech.E., A.M.I.Prod.E.	M
W. Woodcock, B.Sc.	P

Departmental Code

A	School of Art
B	Department of Building
BA	Department of Business and Administration
C	Department of Chemistry and Biology
E	Department of Electrical Engineering
S	Department of Language and Social Studies
M	Department of Mechanical, Civil and Production Engineering
P	Department of Physics and Mathematics
G	Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A., A.C.C.S.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

Vacancy (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Miss M. A. Coop
Mrs. B. M. Crook
Miss M. A. Hoskinson
Miss D. Howarth
Mrs. M. J. Maddock
Miss C. M. Massey
Miss E. Shillito
Miss J. H. Slee
Mrs. C. Taylor
Miss J. S. Webster
Mrs. T. H. Holland

Telephonists:

Mrs. P. B. Bamford
Mrs. B. Kerry

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

E. Davis (Assistant Engineer)
R. Holmes (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
V. S. Baron
M. Fergus
R. Fletcher
H. Mee
W. Pullen
K. Wharton

Groundsman:

G. Cowell

Nightwatchmen:

S. Bitcon
F. S. Miller

Avenham Premises:

J. Crane (Caretaker)

CALENDAR

1965–66 SESSION

1965

Thursday	9th September	General Staff Meeting, 10-30 a.m.
Monday	13th September	Enrolment, first day
Tuesday	14th September	Enrolment, second day
Wednesday	15th September	Enrolment, last day
Monday	20th September	All day and evening classes commence for the Autumn term
Friday	17th December	All departments close for Christmas after evening classes

1966

Monday	3rd January	All classes re-open for the Spring term.
Tuesday	15th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	1st April	All departments close for Easter after evening classes
Monday	18th April	All classes re-open for the Summer term
Friday	27th May	All departments close for Whitsuntide after evening classes
Monday	6th June	All classes re-open
Friday	1st July	All classes close: end of session
Friday	8th July	End of term: submission of reports

1966-67 SESSION

1966

Thursday	15th September	Staff Meeting
Monday	19th September	Enrolment, first day
Tuesday	20th September	Enrolment, second day
Wednesday	21st September	Enrolment, last day
Monday	26th September	Classes commence

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Students will be enrolled between the times:

10.0 a.m. to 12.30 p.m.
1.30 p.m. to 4-30 p.m.
5-30 p.m. to 8-30 p.m.

on the following days:

Monday, 13th September, 1965
Tuesday, 14th September, 1965
Wednesday, 15th September, 1965

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

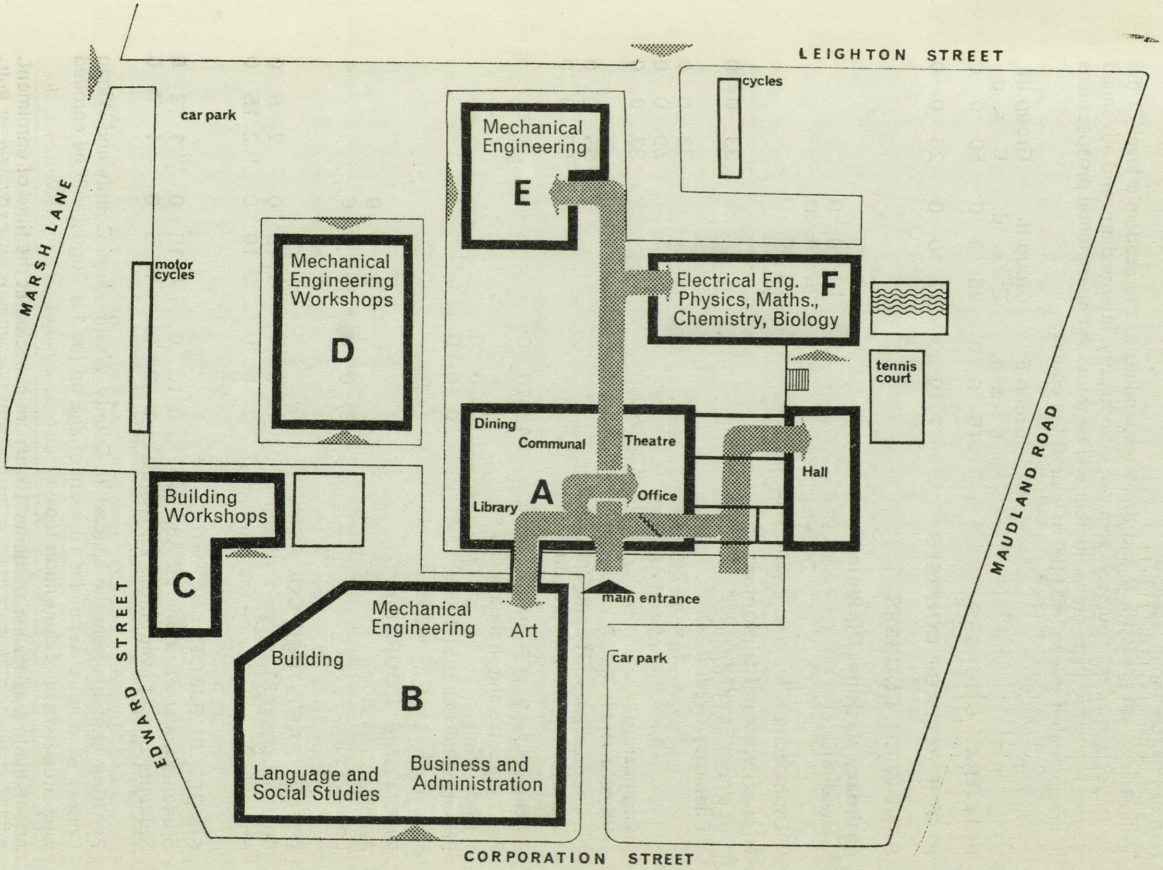
A Block
College Office and enquiries

B Block
School of Art (B7 and B8)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48, B49 and B50)
Language and Social Studies Department (B52 and B55)

E Block
Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block
Chemistry and Biology Department (F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
Mechanical Engineering
E
MARSH LANE
motor cycles
Mechanical Engineering Workshops
D
Electrical Eng. Physics, Maths., Chemistry, Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
Mechanical Engineering
Art
Building
B
car park
EDWARD STREET
MAUDLAND ROAD
Language and Social Studies
Business and Administration
CORPORATION STREET

TUITION FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate grade number will be found in departmental prospectuses in brackets after the course title, or year of the course.

	Group I	Group II	Group III
	£ s. d.	£ s. d.	£ s. d.
FULL-TIME COURSES	15 0 0	25 0 0	50 0 0
BLOCK RELEASE COURSES	7 10 0	12 10 0	25 0 0
SANDWICH COURSES			
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Engineering 2nd year		18 0 0	
Higher National Diplomas:			
Business Studies			33 0 0
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st and 2nd years			33 0 0
2nd and 3rd years			50 0 0
Integrated 1st year Printing	12 10 0		
Pre-Apprenticeship Painting and Decorating	10 0 0		
Pre-apprenticeship Building	10 0 0		
PART-TIME COURSES			
Articled Clerks		3 0 0	
Police Cadets	9 0 0	15 0 0	
OTHER PART-TIME COURSES			
Students under 21 on the 1st August	1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS			
Students under 21 on the 1st August	0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

Part-time students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Membership fees for the Students' Union are collected at the time of enrolment. The fee is 2/– for all Part-time and Block Release students and 10/– for all Full-time and Sandwich Course students (see page xvi).

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable. Suspended or excluded students automatically lose membership of the Students' Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will after the fourth week of session be notified of the absence of their employees, and will receive copies of students sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance, homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid by the student at the time of entry: accounts cannot be sent to employers.

Students will not be informed individually of the last dates of entry or of timetables of examinations, but these will be published on departmental notice boards. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	16th December, 1965
Union of Lancashire and Cheshire Institutes, series A	22nd January, 1966
Assessed papers for National Certificate courses, including endorsements	4th February, 1966
General Certificate of Education papers (N.U.J.M.B.)	11th February, 1966
Union of Lancashire and Cheshire Institutes, series B and C	18th February, 1966
City and Guilds of London Institute	23rd February, 1966
Royal Society of Arts, Summer series	6th May, 1966

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £3 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 7s. 6d. per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted. In the event of a Joint Committee agreeing to the re-examination of a student in a subject, the student will be required to pay the full cost of the re-examination, or to share the cost proportionately should more than one student be involved in the same re-examination.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

GRANTS

Full-time or College-based Sandwich Course students qualified for admission to he College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following:—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he has thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges. It is affiliated to the National Union of Students.

The membership fee is 10/- for full-time students, 2/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies. A Student Union Handbook, issued free to members, describes the activities of the Union.

Officers of the Students' Union:

President:	Mr. R. D. Johnson
Vice-President:	Mr. G. Nickson
Secretary:	Mr. D. Broadbent
Student Treasurer:	Mr. J. F. Stackhouse
Hon. Treasurerr	Mr. D. Swift

Dances and other major social events are regularly arranged in the College and in the town. A Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary, Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

An unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Ty.	Trinity County Secondary School
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A., A.L.A.
G. W. Smith, A.L.A.

Librarian Assistants: Mrs. C. A. Blackledge
Miss J. A. Clarkson (on secondment)
Miss C. M. Rogers

The College Library, which is available to all students for reference purposes, has at present a stock of some 14,000 books, together with several thousand bound volumes of periodicals. 350 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags in the racks provided at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturers: D. P. Marples, Dip.P.E., Carnegie College (on secondment)
J. Gridley, A.G.A.
Mrs. B. J. Harrison, Dip.P.E., Dartford College.

Part-time staff:

A. Crowther
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Athletics
Badminton
Basket ball
Canoeing and sailing
Cricket
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Volley ball
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc.

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 2/- will be collected.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1965.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF MECHANICAL, CIVIL AND PRODUCTION ENGINEERING

Telephone – Preston 51831–Ext 11

Head of Department

T. D. Walshaw, D.L.C.Eng., B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E.

FULL-TIME STAFF

Principal Lecturer

N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E.

Senior Lecturers

J. Briscoe, B.Sc., A.M.I.Mech.E.
D. M. Clapp, B.Sc., Ph.D., A.M.I.C.E., A.M.I.Mech.E.
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E., A.M.I.E.I.
A. G. Parker, M.Sc.
H. Roberts, Dipl. Eng., A.M.I.Mech.E.
J. Tirrell, Dip. Tech. (Eng.), A.C.T. (Birm.)

Lecturers

K. Bennett, A.M.I.Mech.E.
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M.
J. A. Burton, A.M.I.Mech.E., A.M.I.Prod.E.
S. L. Duxbury, B.Sc., D.U.C.(Lond.)
F. W. Grimshaw, A.M.I.Mech.E., M.I.E.D.
M. J. Manning, B.Sc.(Eng.), A.F.R.Ae.S.
J. E. Meadows, A.M.I.Mech.E.
A. B. Morrison, B.Sc., A.M.I.Mech.E.
R. J. Nicolle, T.D., M.I.M.I.
P. J. Thompson, Dip.Tech.(Eng.), A.C.T.(Birm.)
R. Wood, A.M.I.Mech.E., A.M.I.Prod.E.
Vacancy

Assistant Lecturers

J. H. Barker
J. Braddock
J. Brennand
G. S. Catterall, A.M.I.Prod.E.
A. Dickson
A. Diggles
L. J. Eccles
R. Greenhalgh
C. P. R. Gunstone
S. Hales
R. Hatton, A.M.I.Mech.E.
T. A. Hulton, A.M.I.M.I.
I. J. Lund
R. H. Mason
J. McRory
A. Murray
F. K. Pearson, A.M.I.M.I.
G. T. Ramsden
G. B. Rowbottom, A.M.I.Mech.E.
P. P. Schofield
W. H. Sharples
K. Walker
F. Whelan
K. E. Wilder

PART-TIME STAFF

J. Ainsworth
F. Anderton
R. Barlow
F. M. Bennett
J. Bentham, A.M.I.Mech.E.
D. J. Bickerton, A.M.I.Mech.E.
J. H. Brooks, A.R.I.C., A.M.I.I.A.
T. C. Dickinson
W. Edgar, M.Sc., A.R.C.S.T.
C. Etherington, A.M.I.Mech.E., A.M.I.Prod.E.
S. Gillibrand, D.C.Ae.
T. C. Gillison, A.M.Inst.C.E.
F. Grey, A.M.I.Mech.E., A.M.I.Prod.E.
G. R. Hobbs, N.D.Ag.E.
B. P. Jenkins
T. P. Kirby, N.D.A., N.D.Ag.E.
G. J. Knight, A.M.I.Mech.E.
J. M. Lowery, B.Sc.Tech.
L. W. Milsom, B.Sc.(Eng.)
A. Norris
G. Norris, A.M.I.Mech.E., A.M.I.Prod.E.
G. Park, A.M.I.Mech.E.
W. H. Pye, A.M.I.Brit.F.
T. Sharples
G. Smith
A. Thompson
P. Thompson, A.R.T.C.S., D.C.Ae.
K. Wallin
J. H. Wane
K. P. Wheeler, D.L.C.
F. A. White
J. S. Wright
R. W. Wright

Chief Laboratory/Workshop Technician

J. H. Dickens

Senior Laboratory/Workshop Technicians

T. E. Dean
W. E. Duxbury

Laboratory/Workshop Technicians

W. Hargreaves
J. T. Slater
M. J. Wade
J. E. J. Helme
J. St. Romaine
P. Young

Laboratory/Workshop Technicians (Storekeepers)

B. Duckworth
A. Ormerod

IMPORTANT DATES

1965

20th September	O.N.D. 2 and H.N.D. 3. classes commence.
1st November	H.N.D. 1 and H.N.D. 2 classes commence.

1966

1st April	O.N.D. 2 and H.N.D. 3 classes close. (Examinations—21st March to 1st April).
27th May	H.N.D. 1 and 2 classes close. (Examinations 16th May to 27th May).

LIST OF COURSES

Full-Time, Sandwich and Block Release page

Higher National Diploma in Mechanical Engineering 166
Post Higher National Diploma/Higher National Certificate Course in Industrial Design 173
Ordinary National Diploma in Engineering 174
Mechanical Engineering Craft Practice, 198

Part-Time Day

Post Higher National Certificate (Endorsement) 180
Higher National Certificate in Mechanical Engineering 178
Ordinary National Certificate 176
Mechanical Engineering Technicians 183
General Engineering Course 203
Motor Vehicle Technicians' Work 192
Motor Vehicle Mechanics' Work 188
Sheet Metal Work 193
Welding 195
Mechanical Engineering Craft Practice 199
Agricultural Mechanics' Work 197

Evening

Post Higher National Certificate (Endorsement and A.F.R.Ae.S.) 183
Higher National Certificate in Mechanical Engineering 178 & 181
Ordinary National Certificate 180
A.M.I.M.I. 193
Mechanical Engineering Technicians
Practical Welding

Abbreviated Course and Class Code

All courses are headed by a code group in which the first letter or letters indicates the subject matter, the following figure the year of study, the next letter whether Day or Evening Course, the final letter the Class group. Thus Course SM3Da indicates Sheet Metal, S3, Day, group "a" and CP1Eb indicates Craft Practice, S1, Evening, group "b."

Students should remember the "code" of courses which they attend, as well as the arbitrary class numbers (e.g. M326) and quote this in all correspondence.

FULL-TIME COURSES

HIGHER NATIONAL DIPLOMA IN MECHANICAL ENGINEERING

Course Tutor : A. G. Parker, M.Sc.

This is a sandwich course of three years' duration. The normal minimum age of entry is 18 years and entrants must fulfil one of the following conditions:—

(i) Hold an Ordinary National Certificate or Diploma in Mechanical Engineering of acceptable standard.

(ii) Hold an Ordinary National Certificate or Diploma in Engineering.

(iii) Have obtained the G.C.E. in five subjects, two of which must be Mathematics and Physics, *one* of these two at advanced level and the other studied to the same level.

A Certificate of Secondary Education Grade I pass may be accepted as an alternative to a G.C.E. Ordinary Level pass in that subject.

A course of preliminary part-time study may be arranged for entrants for whom this is considered advisable.

Normally, those selected for the course will already be employed in industry, or will have been recruited into industry with a view to being selected. Other candidates with the requisite qualifications should consult the Head of Department.

During each session, alternate periods of 26 weeks are spent in the College and in industry.

Successful completion of the course leads to the award of the Higher National Diploma in Mechanical Engineering. This Diploma is awarded jointly by the Institution of Mechanical Engineers and the Department of Education and Science, and carries with it exemption from Parts I and II of the Associate Membership Examination of the Institution of Mechanical Engineers and other professional bodies provided that the regulations of these Institutions have been complied with.

The Diploma is awarded on passes in Strength of Materials, Theory of Machines and in three other assessed subjects in the final year.

Assesment of the subject of Engineering Design is optional.

On entry to the second year of the course, students intending to specialise in Aeronautical Engineering should indicate this fact to the Head of Department.

The final year of the course offers three alternatives:

(i) General Mechanical Engineering.

(ii) Mechanical Engineering with special emphasis on Production subjects.

(iii) Aeronautical Engineering.

Students should discuss these options with the Head of Department towards the end of the second year.

The curriculum of the first year has been arranged to enable three types of entrant to reach a common standard of entry to the succeeding years of the course.

Group "A" is intended for those who enter with G.C.E. at Advanced level.

Groups "B" and "C" are intended for those who enter with O.N.C. qualifications.

Group "D" is intended for those who enter with O.N.D. qualifications.

Each student entering the first year will have a suitable timetable arranged for him of subjects available in either group, thus meeting his own particular needs.

A qualification in English recognised as exempting from this subject in the joint Part I examination *must* be obtained before entry upon the second year of the Higher National Diploma course. First year students not possessing such a qualification *must* enrol in an additional part-time day or evening course leading to the award of a General Certificate of Education in English at Ordinary level.

Further information and a form of application for admission to the course may be obtained on application to the College Office.

1st YEAR (III) (26 weeks)

Group A—G.C.E. "A" entrants

MHD1a

Room	Day	Time	Subject	Lecturer	Class No
E9	M	9.00–12.15	Principles of Electricity I	H. Duckworth	E250
F41/33		1.45–3.45	Chemistry and Metallurgy		C242/3
E9		9.00–5.00	Mathematics	F. Wharton	P351
E21/24		7.00–9.30	Private Study		
E12	Tu.	9.00–10.00	Mathematics	F. Wharton	P352
E12		10.15–12.15	Materials and Machines	S. L. Duxbury	M1
E10		1.45–3.45	Workshop Technology	J. A. Burton	M2
E10/ Library		4.00–5.00	Private Study		M3
E24		7.00–9.30	Private Study		
E14	W	9.00–12.15	Production Technology I	J. A. Burton	M4
E1		1.45–2.45	Liberal Studies		S332
F45		3.00–4.00	Chemistry and Metallurgy		C244
E13		4.00–5.00	Private Study		M5
E18/24		7.00–9.30	Private Study		
E11	Th.	9.00–11.00	Materials and Machines	E. L. Bibby	M6
E11		11.15–12.15	Heat Engines	G. S. Catterall	M7
E16		1.45–2.45	Mathematics	F. Wharton	P353
E16/6		3.00–5.00	Fluid Mechanics	A. B. Morrison	M8
E24/22		7.00–9.30	Private Study		
E24	F	9.00–11.00	Engineering Design	F. W. Grimshaw	M9
		11.15–12.15	Liberal Studies		S393/406
E14/7		1.45–5.00	Heat Engines		M10
E20/21		7.00–9.30	Private Study		

Group B—O.N.C. entrants

MHD1b

Room	Day	Time	Subject	Lecturer	Class No
E19	M	9.00–12.15	Principles of Electricity II	P. N. Abbott	E251
F42/38		1.45–5.00	Chemistry and Metallurgy	A. Sherrington J. L. Latham	C245/6/7
E21/24		7.00–9.30	Private Study		
E10	Tu.	9.00–10.00	Mathematics	J. S. Moorman	P354
E19		10.15–12.15	Mechanics of Fluids	A. B. Morrison	M11
E16		1.45–5.00	Materials and Machines	A. B. Morrison	M12
E24		7.00–9.30	Private Study		
E22	W	9.00–12.15	Production Technology I	R. Wood	M13
E9		1.45–2.45	Liberal Studies		S333
E9		3.00–4.00	Mathematics	J. S. Moorman	P355
Library		4.00–5.00	Private Study		M14
E18/24		7.00–9.30	Private Study		
E1	Th.	9.00–10.00	Engineering Design	H. Roberts	M15
E24		10.15–12.15	Design Tutorial	J. E. Meadows	M16
E23		1.45–2.45	Materials and Machines	A. B. Morrison	M17
E23		3.00–4.00	Private Study		M18
E23		4.00–5.00	Mathematics	J. S. Moorman	P356
E24/22		7.00–9.30	Private Study		
E11	F	9.00–11.00	Heat Engines		M19
		11.15–12.15	Liberal Studies		S393/406
F21		1.45–5.00	Physics	F. Richardson	P357
E20/21		7.00–9.30	Private Study		

Group C—O.N.C. entrants

MHD1c

E1/ F42	M	9.00–12.15	Chemistry and Metallurgy		C248/9/50
E11		1.45–5.00	Production Technology I		M20
E21/24		7.00–9.30	Private Study		
E10	Tu.	9.00–10.00	Mathematics	J. S. Moorman	P354
E21/7		10.15–12.15	Heat Engines	P. J. Thompson	M21
F21		1.45–5.00	Physics	F. R. Dean	P358
E24		7.00–9.30	Private Study		
E9	W	9.00–12.15	Principles of Electricity II	R. Duddle	E255
E9		1.45–2.45	Liberal Studies		S334
E9		3.00–4.00	Mathematics	J. S. Moorman	P355
Library		4.00–5.00	Private Study		M22
E18/24		7.00–9.30	Private Study		

Room	Day	Time	Subject	Lecturer	Class No
E1	Th.	9.00–10.00	Engineering Design	H. Roberts	M23
E22		10.15–12.15	Design Tutorial	A. G. Parker	M24
E23		1.45–2.45	Materials and Machines	A. B. Morrison	M25
E23		3.00–4.00	Private Study		M26
E23		4.00–5.00	Mathematics	J. S. Moorman	P356
E24/22		7.00–9.30	Private Study		
E21	F	9.00–11.00	Mechanics of Fluids	P. J. Thompson	M27
		11.15–12.15	Liberal Studies		S393/406
E11		1.45–5.00	Materials and Machines	E. L. Bibby	M28
E20/21		7.00–9.30	Private Study		

Group D—O.N.D. entrants

MHD1d

E1/ F42	M	9.00–12.15	Chemistry and Metallurgy	G. Newton S. Blake	S251/2/3
E21/5		1.45–5.00	Materials and Machines	J. Briscoe	M29
E21/24		7.00–9.30	Private Study		
E11	Tu.	9.00–12.15	Production Technology I	E. L. Bibby	M30
F27		1.45–2.45	Mathematics	G. J. Blackledge	P360
E11/6		3.00–5.00	Fluid Mechanics	P. J. Thompson	M31
E24		7.00–9.30	Private Study		
E10	W	9.00–12.15	Principles of Electricity III	J. A. Askew	E256
E19		1.45–2.45	Liberal Studies		S335
E19		3.00–4.00	Materials and Machines	J. Briscoe	M32
E19		4.00–5.00	Mathematics	G. J. Blackledge	P361
E18/24		7.00–9.30	Private Study		
E1	Th.	9.00–10.00	Engineering Design	H. Roberts	M33
E18		10.15–12.15	Design Tutorial	H. Roberts	M34
E12		1.45–2.45	Private Study		M35
E12/7		3.00–5.00	Heat Engines		M36
E24/22		7.00–9.30	Private Study		
F21	F	9.00–11.00	Physics	F. Richardson	P359
		11.15–12.15	Liberal Studies		S393/406
E9		1.45–2.45	Private Study		M37
E9		3.00–4.00	Tutorial		M38
E9		4.00–5.00	Mathematics	G. J. Blackledge	P362
E20/21		7.00–9.30	Private Study		

2nd YEAR (III) (26 weeks)

Group A

MHD2a

Room	Day	Time	Subject	Lecturer	Class No
E16	M	9.00–10.00	Applied Thermodynamics	A. G. Parker	M39
E16		10.00–11.00	Structures	M. J. Manning	M40
E16		11.15–12.15	Materials	S. L. Duxbury	M41
E19		1.45–5.00	Aeronautics	D. M. Clapp	M42
E21/24		7.00–9.30	Private Study		
B20/ F34	Tu.	9.00–12.15	Metallurgy	A. Ottewell	C254/5
E18		1.45–3.45	Materials	S. L. Duxbury	M43
E1		4.00–5.00	Engineering Design	H. Roberts	M44
E24		7.00–9.30	Private Study		
E19	W	9.00–11.00	Mechanics of Fluids	D. M. Clapp	M45
E19		11.15–12.15	Mathematics	J. B. Wignall	P363
E22		1.45–2.45	Liberal Studies		S336
E22		3.00–4.00	Aeronautics	D. M. Clapp	M46
E9		4.00–5.00	Mathematics	J. B. Wignall	P364
E18/24		7.00–9.30	Private Study		
E14	Th.	9.00–12.15	Applied Thermodynamics	P. J. Thompson	M47
E24		1.45–3.45	Design Tutorial	F. W. Grimshaw	M4
E22		4.00–5.00	Mathematics	J. B. Wignall	P365
E24/22		7.00–9.30	Private Study		
E1	F	9.00–10.00	Nuclear Physics	A. R. Howells	P375
E1		10.00–11.00	Mathematics	J. B. Wignall	P366
E21		11.15–12.15	Liberal Studies		S393/406
E21/3		1.45–5.00	Theory of Machines	J. Tirrell	M49
E20/21		7.00–9.30	Private Study		

Group B

MHD2b

E21	M	9.00–10.00	Structures	M. J. Manning	M50
E21		10.00–11.00	Materials	P. J. Thompson	M51
E21		11.15–12.15	Applied Thermodynamics		M53
E17/ D2		1.45–5.00	Production Technology II	J. A. Burton	M53
E21/24		7.00–9.30	Private Study		
E23/6	Tu.	9.00–11.00	Mechanics of Fluids	D. M. Clapp	M54
E23		11.15–12.15	Mathematics	J. S. Moorman	P367
E24		1.45–3.45	Design Tutorial	H. Roberts	M55
E24		7.00–9.30	Private Study		
E1		4.00–5.00	Engineering Design	H. Roberts	
B20/ F34	W	9.00–12.15	Metallurgy		C256/7
E11		1.45–2.45	Liberal Studies		S337
E10		3.00–4.00	Production Technology II	J. A. Burton	M56
E22		4.00–5.00	Mathematics	J. S. Moorman	P368
E18/24		7.00–9.30	Private Study		

Room	Day	Time	Subject	Lecturer	Class No
E16/7	Th.	9.00–12.15	Applied Thermodynamics		M57
E21/3		1.45–5.00	Theory of Machines	K. Bennett	M58
E24/22		7.00–9.30	Private Study		
E1	F	9.00–10.00	Nuclear Physics	A. R. Howells	P375
B41		10.00–11.00	Mathematics	J. S. Moorman	P369
E1		11.15–12.15	Liberal Studies		S393/406
E13		1.45–2.45	Mathematics	J. S. Moorman	P370
E13/5		3.00–5.00	Materials	P. J. Thompson	M59
E20/21		7.00–9.30	Private Study		

Group C

MHD2c

E16	M	9.00–10.00	Applied Thermodynamics	A. J. Parker	M60
E16		10.00–11.00	Structures	M. J. Manning	M61
E16		11.15–12.15	Materials	S. L. Duxbury	M62
B20/F34		1.45–5.00	Metallurgy	A. Ottewell	C258/9
E21/24		7.00–9.30	Private Study		
E24	Tu.	9.00–11.00	Design Tutorial	J. E. Meadows	M63
F11		11.15–12.15	Mathematics		P371
E1/6		1.45–3.45	Mechanics of Fluids	D. M. Clapp	M64
E1		4.00–5.00	Engineering Design	H. Roberts	M65
E24		7.00–9.30	Private Study		
E11/3	W	9.00–12.15	Theory of Machines	K. Bennett	M66
E11		1.45–2.45	Liberal Studies		S338
E11		3.00–4.00	Production Technology II	N. A. Butterworth	M67
F11		4.00–5.00	Mathematics		P372
E18/24		7.00–9.30	Private Study		
E13	Th.	9.00–10.00	Mathematics		P373
E13/5		10.15–12.15	Materials	K. Bennett	M68
E1		1.45–5.00	Production Technology II	N. A. Butterworth	M69
E24/22		7.00–9.30	Private Study		
E1	F	9.00–10.00	Nuclear Physics	A. R. Howells	P375
F33		10.00–11.00	Mathematics		P374
E1		11.15–12.15	Liberal Studies		S393/406
E12/7		1.45–5.00	Applied Thermodynamics	A. G. Parker	M70
E20/21		7.00–9.30	Private Studies		

3rd YEAR (III)

Group A (General)

MHD3a

E18	M	9.00–10.00	Mathematics	W. Woodcock	P376
E1		10.00–11.00	Engineering Design	H. Roberts	M71
E24		11.15–12.15	Power Plants	A. G. Parker	M72
E1/3		1.45–5.00	Theory of Machines	J. Tirrell	M73
E21		7.00–9.30	Private Study		

Room	Day	Time	Subject	Lecturer	Class No
E9	Tu.	9.00–10.00	Private Study		M74
E10		10.00–11.00	Mathematics	W. Woodcock	P377
E9		11.15–12.15	Private Study		M75
E23/7		1.45–5.00	Power Plants	A. G. Parker	M76
E24		7.00–9.30	Private Study		
E1/5	W	9.00–12.15	Strength of Materials	S. L. Duxbury	M77
E1E1					
E1		1.45–2.45	Liberal Studies		S339
E1		3.00–4.00	Nuclear Physics	J. Unsworth	P382
E10		4.00–5.00	Private Study		M78
E24/18		7.00–9.30	Private Study		
E23/6	Th.	9.00–12.15	Mechanics of Fluids	D. M. Clapp	M79
E9/5		1.45–5.00	Theory of Machines	M. J. Manning	
E24/22		7.00–9.30	Private Study		
E13	F	9.00–10.00	Mathematics	W. Woodcock	P378
E13		10.00–11.00	Private Study		M80
E11		11.15–12.15	Liberal Studies		S393/406
E24		1.45–3.45	Engineering Design Tutorial	H. Roberts	M81
E24		4.00–5.00	Tutorial	H. Roberts	
E20/21		7.00–9.30	Private Study		

Group B (Production)

MHD3b

E12	M	9.00–10.00	Mathematics	G. J. Blackledge	P379
E1		10.00–11.00	Engineering Design	H. Roberts	M82
E12		11.15–12.15	Machine Tool Technology	H. Ogden	M83
E23/3		1.45–5.00	Theory of Machines	K. Bennett	M84
E24/24		7.00–0.30	Private Study		
E9	Tu.	9.00–10.00	Private Study		M85
E9		10.00–11.00	Mathematics	G. J. Blackledge	P380
E9		11.15–12.15	Private Study		M86
E12		1.45–5.00	Machine Tool Technology	H. Ogden	M87
E24		7.00–9.30	Private Study		
E21/5	W	9.00–12.15	Strength of Materials	M. J. Manning	M88
E1		1.45–2.45	Liberal Studies		S340
E1		3.00–4.00	Nuclear Physics	J. Unsworth	P382
E11		4.00–5.00	Private Study		M89
E24/18		7.00–9.30	Private Study		
E9	Th.	9.00–12.15	Manufacturing Control Technology	H. Ogden	
F14/34		1.45–5.00	Metallurgy	A. Ottewell	C260/1
E24/22		7.00–9.30	Private Study		
E9	F	9.00–10.00	Mathematics	G. J. Blackledge	P381
E9		10.00–11.00	Private Study		M90
E9		11.15–12.15	Liberal Studies		S393/406
E17		1.45–3.45	Engineering Design Tutorial	H. Ogden	M91
E17		4.00–5.00	Tutorial	H. Ogden	
E20/21		7.00–9.30	Private Study (Design)		

Group C (Aero)

MHD3c

Room	Day	Time	Subject	Lecturer	Class No
E22	M	9.00–10.00	Mathematics	W. Woodcock	
E1		10.00–11.00	Engineering Design	H. Roberts	M92
E22		11.15–12.15	Private Study		M93
E1/3		1.45–5.00	Theory of Machines	J. Tirrell	M94
E21/24		7.00–9.30	Private Study		
E9	Tu.	9.00–10.00	Private Study		M95
E10		10.00–11.00	Mathematics	W. Woodcock	P292
E10		11.15–12.15	Aerostructures	M. J. Manning	M96
E19/5		1.45–5.00	Aerostructures	M. J. Manning	M97
E24		7.00–9.30	Private Study		
E1/5	W	9.00–12.15	Strength of Materials	S. L. Duxbury	M149
B54		1.45–2.45	Liberal Studies		S341
E1		3.00–4.00	Nuclear Physics	J. Unsworth	P382
E11		4.00–5.00	Private Study		M98
E24/18		7.00–9.30	Private Study		
E106/	Th.	9.00–12.15	Mechanics of Fluids	A. B. Morrison	M99
E19/6		1.45–5.00	Aerodynamics	D. M. Clapp	M100
E24/22		7.00–9.30	Private Study		
E13	F	9.00–10.00	Mathematics	W. Woodcock	P293
E13		10.00–11.00	Private Study		M101
E13		11.15–12.15	Liberal Studies		S393/406
E19		1.45–3.45	Engineering Design	M. J. Manning	M102
E19		4.00–5.00	Tutorial	M. J. Manning	
E20/21		7.00–9.30	Private Study		

POST H.N.D./H.N.C. COURSE IN INDUSTRIAL DESIGN (III)

The course provides a training in Industrial Design for qualified engineers working in the medium and heavy engineering sectors of the industry. It is planned, in conjunction with the School of Art, to enable young engineering draughtsmen to take responsibility for design in small and medium sized firms, or to join the design team in larger organisations. Emphasis is laid on the design of items for the industrial consumer market to be produced by quantity or mass production methods, and visual aspects of design will be considered integrally with functional, production and economic problems.

Room	Day	Time	Subject	Lecturer	Class No
Av.7	M	9.00–12.15	Basic 3-D Design		A19
E24		1.45–5.00	Engineering Design	H. Roberts	M120
Av.7	Tu.	9.00–12.15	Basic 3-D Design	J. Bailey	A20
		1.45–5.00	Engineering Production	N. A. Butterworth	M121
Av.7	W	9.00–12.15	Basic 3D Design	J. Bailey	A21
E24		1.45–5.00	Engineering Technology	A. B. Morrison	M122
Av.7	Th.	9.00–12.15	Basic 3-D Design	J. Bailey	A22
Av.7		1.45–4.30	Basic 3-D Design	J. R. Kimberley	A23
Av.7		5.00–6.00	Basic 3-D Design	J. R. Kimberley	A24
Av.Th.	F	9.00–10.00	Design Appreciation	L. Penrice	A25
Av.9		10.00–12.15	Basic 2-D Design	J. Bailey	A30
Av.9		1.45–4.30	Basic 2-D Design	J. Bailey	A31
Av.9		5.00–6.00	Basic 2-D Design	J. Bailey	A32

ORDINARY NATIONAL DIPLOMA IN ENGINEERING

Course Tutor: H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E.

This course is discontinued, being replaced by the Block Release (O.N.C.) course detailed on Page 175.

The second year course, for those successfully completing the first year in 1964/5 is shown on Page 174.

Successful completion of the course leads to the award of an Ordinary National Diploma in Engineering. It carries with it exemption from the Joint Part I examination of the major professional Institutions with the exception of English. Those who do not possess a General Certificate in English at Ordinary level, or similar exempting qualification, must pass in this subject before entering the second year of the Ordinary National Diploma Course.

Students holding an Ordinary National Diploma may proceed to further study in Higher Nationa Diploma or Higher National Certificate courses in Mechanical Production, or Electrical Engineering, depending on the subjects passed in the final year of the course.

2nd YEAR (II)

MOD2

Room	Day	Time	Subject	Lecturer	Class No
F21	M	9.00–11.00	Physics	R. Hodgkinson	P383
F11		11.15–12.15	Mathematics	F. Wharton	P384
E14		1.45–5.00	Heat Engines	P. J. Thompson	M104
Ty.20	Tu.	9.00–12.15	Electrical Engineering I	T. H. Cowperthwaite	E44
Ty.20		1.45–5.00	Electrical Engineering II	R. Duddle	E45
E24	W	9.00–12.15	Engineering Drawing	G. T. Ramsden	M105
		1.45–5.00	Recreational Activities		
E17	Th.	9.00–12.15	Applied Mechanics	J. A. Barker	M106
E13		1.45–5.00	Workshop Technology	E. L. Bibby	M107
E12	F	9.00–10.00	Tutorial	J. A. Barker	M108
E12		10.00–11.00	Mathematics	F. Wharton	P385
E12		11.15–12.15	Liberal Studies		S461
E22		1.45–2.45	Liberal Studies		S414/429
B12		3.00–4.00	Mathematics	F. Wharton	P386
B12		4.00–5.00	Physics	J. Unsworth	P387

ORDINARY NATIONAL CERTIFICATE IN ENGINEERING BLOCK RELEASE (II)

Course Tutor: J. Briscoe, B.Sc., A.M.I.Mech.E.

A two-year course in which students attend College for eight periods of two weeks full-time, interspaced with similar periods of two weeks in their employer's works.

The first year is offered this session; both first and second years will be available in 1966/7. The main subjects of the second year will be: Mathematics; Applied Mechanics; Workshop Technology; Engineering Drawing and Design; and Applied Heat; with Principles of Electricity (as an endorsement) and General Studies.

A National Certificate will be awarded to students passing in Mathematics, Applied Mechanics and one other main subject. Success in additional main subjects and Principles of Electricity will be endorsed on the certificate.
This course offers an acceptable alternative to the Ordinary National Diploma Course, now discontinued, as

(*a*) Students are in closer contact with their work in industry.

(*b*) Gaps between periods of study are reduced.

(*c*) Success in three subjects only may result in the award of a certificate (with any others added as endorsements) whereas the award of a Diploma required success in six.

Students obtaining an O.N.C. by this route, may proceed to either Higher National Certificate, Higher National Diploma, or Diploma in Technology courses depending on the class of certificate awarded.

Entry qualifications and rules governing the award of a certificate are the same as those for the Part-Time Day Course and are listed on page 176.

Students may transfer from the Block Release to the Part-Time Day Course or vice versa when circumstances make this necessary.

1st YEAR (OI)

MIBR

Room	Day	Time	Subject	Lecturer	Class No
E11	M	9.00–10.15	Mathematics	J. S. Fisher	P388
E11/2		10.15–12.15	Mechanical Engineering Science	R. Hatton	M162
E22		1.45–5.00	Engineering Drawing	G. T. Ramsden	M163
E22	Tu.	9.00–12.15	Mechanical Engineering Science	R. Hatton	M164
E13		1.45–5.00	Workshop Technology	G. S. Catterall	M165
E17	W	9.00–12.15	Electrical Engineering Science	J. Wilson	E257
Ty22		1.45–3.00	Mathematics	J. B. Wignall	P389
Ty.22		3.00–5.00	English and Liberal Studies	R. Hodson E. Storr	S344
E18	Th.	9.00–10.15	Mathematics	J. S. Fisher	P390
E1		10.00–12.15	Electrical Engineering Science	J. Wilson	E261
E11		1.45–4.00	Mathematics	J. B. Wignall	P391
E24		4.00–5.00	Geometrical Drawing (Solid)	G. T. Ramsden	M166
E22	F	9.00–12.15	Engineering Drawing	G. T. Ramsden	M167
B18		1.45-5.00	English and Liberal Studies	S. Sartin G. Storr A. Roper	S430/1/2

PART-TIME DAY AND EVENING COURSES

ORDINARY NATIONAL CERTIFICATE

Course Tutor : J. Briscoe, B.Sc., A.M.I.Mech.E.

Changes have been made in the last two years in the rules governing the award of Ordinary National Certificates. The standard of entry has been raised and the course now occupies two years instead of three years and involves the study of four compulsory and one optional subject in each year.

Subjects in the final year must include Mathematics together with three of the following alternative subjects—Applied Mechanics, Heat Engines (or Applied Heat), Workshop Technology, Engineering Drawing and Design, (Endorsement subjects will be offered in 1965/6). English as a liberal study must be taken in both years of the course.

Entrants should preferably have already passed the General Certificate of Education at Ordinary level in English. Without this qualification future entry to Professional Institutions will be impossible.

Entry Qualifications

1. G.C.E. "O" Level in Mathematics and Physics or Mechanics, or Engineering Science; and two other subjects one of which should preferably be English ; Certificate of Secondary Education, Grade I pass, in a suitable subject will be acceptable as an alternative to a G.C.E. "O" level pass in that subject;

or

2. Satisfactory completion of the "General Engineering" course at a technical college and the possession of a certificate awarded by an Examining Union (or the City and Guilds of London Institute) with credit in Mathematics and Science and a pass in Engineering Drawing.

Note: Students who enter with G.C.E. qualifications and who do not hold an approved "O" subject in Engineering Drawing will be required to take this subject at G2 level in the O1 year, and sit an assessed examination in Engineering Drawing in the O2 year. This may be in place of one of the alternative subjects referred to above.

Students should note that the award of an Ordinary National Certificate does not necessarily give exemption from the examinations of the Professional Engineering Institutions. "Credit" standard is normally required for such exemptions.

1st YEAR (O1) New Scheme (II)

Group A

MIDa

Room	Day	Time	Subject	Lecturer	Class No
E13/2	M	9.00–11.15	Engineering Science	G. B. Rowbottom	M221
E13		11.15–12.15	⎫ Mathematics	W. Watson	P392
		1.45–2.45	⎭		P492
E13		2.45–5.00	Electrical Science	B. Marshall	E252
De3	Tu.	7.00–9.00	English and General Studies	G. Armstrong	S312
E22	W	7.00–9.30	O1 Engineering Drawing	A. Riding	M225
E22	F	7.00–9.30	G2 Engineering Drawing	J. Ainsworth	M226

Group B

MIDb

Room	Day	Time	Subject	Lecturer	Class No
Ty.12	W	7.00–9.30	Electrical Science	B. Marshall	E259
Ee4	Tu.	7.00–9.00	English and General Studies	A. T. Moon	S313
E14/2	F	9.00–11.15	Engineering Science	G. B. Rowbottom	M229
E14		11.15–12.15	⎫ Mathematics	W. Watson	P393
E18		1.45–2.45	⎭		P494
E18		2.45–5.00	O1 Engineering Drawing	G. B. Rowbottom	M231
E22		7.00–9.30	G2 Engineering Drawing	J. Ainsworth	

2nd YEAR (O2)—New Scheme (II)

Group A

M2Da

E13/7	W	9.00–11.15	Applied Heat	G. B. Rowbottom	M241
E13		11.15–12.15	⎫ O2 Mathematics	J. S. Moorman	P394
E12		1.45–3.00	⎭		P494
E12/3		3.00–5.00	Applied Mechanics	K. Bennett	M243
E10	Th.	7.00–9.30	Workshop Technology	R. Hatton	M244
Ty.18	M	7.00–9.00	English and General Studies	B. Kirby	S289
De3	M	7.00–9.00	English		
E22	Tu.	7.00–9.30	Engineering Design	F. W. Grimshaw	

Group B

M2Db

E16/	F	9.00–11.15	Workshop Technology	R. Hatton	M247
D2			Technology		
E16		11.15–12.15	⎫ English and	G. Storr	S389
E10		1.45–3.00	⎭ General Studies	M. Sharman	S435
E10/3		3.00–5.00	Applied Mechanics	G. S. Catterall	M249
E16	W	7.00–9.30	Applied Heat	G. B. Rowbottom	M250
De1	Th.	7.00–9.30	O2 Mathematics		P395

ENDORSEMENT SUBJECTS (II) (English I)

M3DX/EX

Room	Day	Time	Subject	Lecturer	Class No
E9	M	7.00–9.30	Electrical Engineering Science	B. Marshall	E253
Ty.8	Tu.	7.00–9.30	Electrical Engineering Science and Principles of Electricity 2 (with Friday)	T. H. Cowperthwaite	E254
F16	W	1.45–5.15	Electrical Engineering Science and Principles of Electricity 2	J. Wilson	E258
E14	W	7.00–9.30	O2 Workshop Technology	J. E. Meadows	M284
	Th.	7.00–9.00	English G.C.E. "O"		S375
E17	Th.	7.00–9.30	Principles of Electricity 2	A. Lewis	E262
	F	7.00–9.00	English G.C.E. "O"		S
E13		7.00–9.30	Electrical Engineering Science and Principles of Electricity 2 (with Tuesday)	R. Duddle	E263

MECHANICAL ENGINEERING HIGHER NATIONAL CERTIFICATE

Course Tutor : D. M. Clapp, B.Sc.(Eng.), Ph.D., A.M.I.C.E., A.M.I.Mech.E.

This is a course of two years duration. In the first year all students take Mathematics and Applied Mechanics. In the second year all candidates study Strength of Materials and Theory of Machines. The third subject may be selected from those available, but must have been preceded by the appropriate subject in the S3 year of the O.N.C. or O.N.D. in certain cases.

The holder of an Ordinary and a Higher National Certificate, together with appropriate endorsements, in which "credit" standard has been reached in all assessed examinations, may be exempted from the Graduateship Examination (Parts I and II) of the Institution of Mechanical Engineers. A suitable qualification in English is essential.

Under the current regulations those students who wish to obtain this exemption MUST have completed ALL necessary endorsements on their Ordinary National Certificate and also obtained an accepted qualification in English before entering the A2 year of the Higher National Certificate. Such students are advised to obtain these endorsements by means of the M3DX/EX courses shown on this page before entering the A1 year. Consultation with the Head of Department is essential and should be sought at the earliest opportunity.

1st YEAR (III)

Group A

M4Da

Room	Day	Time	Subject	Lecturer	Class No
E13/5 /7	Tu.	9.00–12.15	Engineering Laboratory and Tutorial	J. Briscoe	M301
E21		1.45–3.15	Thermodynamics		M302
E21		3.15–5.00	Applied Machines	J. Briscoe	M303
De5	M	7.00–9.30	Mathematics		P396

Group B

M4Db

Room	Day	Time	Subject	Lecturer	Class No
E14/5 /7	Tu.	9.00–12.15	Engineering Lab. and Tutorial	R. Wood J. Briscoe	M304
E14		1.45–3.15	Applied Mechanics	J. Briscoe	M305
E14		3.15–5.00	Production Technology	R. Wood	M306
De7	W	7.00–9.30	Mathematics	F. Wharton	P397

Group C

M4Dc

Room	Day	Time	Subject	Lecturer	Class No
E23	W	9.00–12.15	Applied Mechanics	H. Roberts	M307
E23		1.45–5.00	Mathematics	F. Wharton	P398
E13	Tu.	7.00–9.30	Aeronautics	M. J. Manning	M308
E14	F	7.00–9.30	Mechanics of Fluids	P. Thompson	M309
E14	Th.	7.00–9.30	Theory of Structures	H. Phillips	M310

2nd YEAR (III)

Group A

M5Da

Room	Day	Time	Subject	Lecturer	Class No
E16	Tu.	9.00–10.30	Theory of Machines		M311
E16		10.30–12.15	Strength of Materials	K. Bennett	M312
E9/3/5		1.45–5.00	Engineering Lab. and Tutorial	K. Bennett	M313
E16/6	Th.	7.00–9.30	Mechanics of Fluids	A. B. Morrison	M314

Group B

M5Db

Room	Day	Time	Subject	Lecturer	Class No
E21	Th.	9.00–10.30	Theory of Machines	J. Briscoe	M315
E21		10.30–12.15	Strength of Materials	S. L. Duxbury J. Tirrell	M316
E17/3 /5		1.45–5.00	Engineering Lab. and Tutorial	J. Briscoe S. L. Duxbury	M317
E16	M	7.00–9.30	Production Technology II	C. Etherington	M318

Group C

M5Dc

E12	Th.	9.00–10.30	Strength of Materials	S. L. Duxbury	M319
E12		10.30–12.15	Theory of Machines	J. Briscoe	M320
E18/3 /5		1.45–5.00	Engineering Lab. and Tutorial	J. Briscoe S. L. Duxbury	M321
E16	Tu.	7.00–9.30	Power Plants	W. Edgar	M322

POST HIGHER NATIONAL CERTIFICATE COURSES (III)

Course Tutor: D. M. Clapp, B.Sc.(Eng.), Ph.D., A.M.I.C.E., A.M.I.Mech.E

These courses are provided primarily to enable holders of Higher National Certificates to continue their studies; where applicable, satisfactory completion of a course will qualify a student for exemption from certain Institution examinations. Further subject options for evening study are shown on page 183, Course M6E.

M6D

Room	Day	Time	Subject	Lecturer	Class No
B50	W	9.00–12.15	Industrial Administration A	W. E. Evison	BA210
B50		1.45–5.00	Industrial Administration B	W. E. Evison	BA211

ORDINARY NATIONAL CERTIFICATE

Evening Course—New Scheme

Course Tutor: J. Briscoe, B.Sc., A.M.I.Mech.E.

The general conditions given on page xvi apply to the evening course, but owing to the increased number of subjects at least three years of study are required. It will not be possible for a student to transfer from the evening to the day course at the end of the first year of study. This means that a student entering the first year of the evening course must then complete a second year of evening study before transferring to the O2 year in the day course. For this reason entry to the evening course will normally be restricted to students of mature years. Students under 21 will be expected to obtain day release from their employers to attend the day course.

1st YEAR—New Scheme (II)

M0E

Room	Day	Time	Subject	Lecturer	Class No
	M	7.00–8.15	Mathematics I	K. Smith	P285
		8.15–9.30	English and General Studies		S
Ty.11	W	7.00–8.15	Mechanical Engineering Science	E. Leeming	M764
F8		8.15–9.30	Electrical Engineering Science	R. J. Simpson	E207
E17	Tu.	7.00–9.30	Engineering Drawing O1	A. Norris	M263

2nd YEAR—New Scheme (II)

MIE

Room	Day	Time	Subject	Lecturer	Class No
	Tu.	7.00–9.15	English and General Studies		S
F8	W	7.00–8.15	Electrical Engineering Science	R. J. Simpson	E208
Ty.11		8.15–9.30	Mechanical Engineering		
Ty.11		8.15–9.30	Mechanical Engineering Science	E. Leeming	M765
F26	F	7.00–8.15	Mathematics I and II	R. Hatton	P288
		8.15–9.30	Workshop Technology O2	R. Hatton	M268

3rd YEAR—New Scheme (II)

Group A

M2E

E11	M	7.00–9.30	Applied Heat O2	K. Morgan	M269
E22	Tu.	7.00–9.30	*Engineering Design O2	F. W. Grimshaw	M270
E13	W	7.00–9.30	Mathematics O2 or		P000
			Workshop Technology O2		M271
E9	F	7.00–9.30	Applied Mechanics O2		M272

*For endorsement.

For other endorsement subjects of Ordinary National Certificate see Page 178.

HIGHER NATIONAL CERTIFICATE 1st YEAR (III)

Evening Course

Group A

M4Ea

E12/5	M	7.00–9.30	Applied Mechanics	A. B. Morrison	M324
De6	W	7.00–9.30	Mathematics		P399
E9/7	Th.	7.00–9.30	Thermodynamics	L. W. Milsom	M325

Group B

M4Eb

De6	M	7.00–9.30	Mathematics		P400
E13/ E5/E6	Tu.	7.00–9.30	Aeronautics	M. J. Manning	M308
E16/5	F	7.00–9.30	Applied Mechanics		M326

Group C

M4Ec

Room	Day	Time	Subject	Lecturer	Class No
E12/ D2	Tu.	7.00–9.30	Production Technology I	G. Park	M237
E21/5	W	7.00–9.30	Applied Mechanics	B. Rodgers	M328
De3	Th.	7.00–9.30	Mathematics		P401
E14	F	7.00–9.30	Mechanics of Fluids	P. Thompson	M309

Group D

M4Ed

De6	M	7.00–9.30	Mathematics	M. J. Manning	P400
E9	W	7.00–9.30	Theory of Structures	M. J. Manning	M329
E16	F	7.00–9.30	Applied Mechanics		M330

2nd YEAR (III)

Group A

M5Ea

E14	M	7.00–9.30	Power Plants	J. M. Lowery	M331
E23/5	Th.	7.00–9.30	Strength of Materials	D. Howard	M332
E21/3	Tu.	7.00–9.30	Theory of Machines		M333

Group B

M5Eb

E13 D2	M	7.00–9.30	Production Technology II	R. Wood	M334
E23	Tu.	7.00–9.30	Strength of Materials	P. J. Thompson	M335
E21	Th.	7.00–9.30	Theory of Machines	J. Tirrell	M336

Group C

M5Ec

E23/3	W	7.00–9.30	Theory of Machines	K. Bennett	M337
E23/5	M	7.00–9.30	Strength of Materials	S. L. Duxbury	M338
E16/6	Th.	7.00–9.30	Mechanics of Fluids	A. B. Morrison	M314

Group D

M5Ed

E23/3	W	7.00–9.30	Theory of Machines	K. Bennett	M339
E23/5	M	7.00–9.30	Strength of Materials	S. L. Duxbury	M340
E24/5	F	7.00–9.30	Theory and Design of Structures	H. Gillison	M341

POST HIGHER NATIONAL CERTIFICATE COURSES (III)

Course Tutor: D. M. Clapp, B.Sc.(Eng.), Ph.D., A.M.I.C.E., A.M.I.Mech.E.

The courses are provided primarily to enable holders of Higher National Certificates to continue their studies; where applicable, satisfactory completion of a course will qualify a student for exemption from certain Institution examinations.

Further subject options for day study are shown on page ,180 Course M6D.

Evening Course

M6E

Room	Day	Time	Subject	Lecturer	Class No
B61	M	6.45–9.15	Industrial Administration "A"	J. H. Brookes	BA
B61	W	6.45–9.15	Industrial Administration "B"	W. Bone	BA
E10	W	7.00–9.30	Engineering Production I	G. Norris	M342
B41	Th.	7.00–9.30	Engineering Production II	J. A. Burton	M343
	Tu.	7.00–9.30	Tool Design (A3)		M344
AFRAeS—Exemption					
E17	M	7.00–9.30	Aerodynamics II	I. Foster	M345
	Tu.	7.00–9.30	Power Plants and Theory of Machines		M346
E11	W	7.00–9.30	Aerostructures	W. Coles	M347

MECHANICAL ENGINEERING TECHNICIANS

Course Tutors: J. A. Burton, A.M.I.Mech.E., A.M.I.Prod.E. (5th year).
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. (3rd and 4th years).
J. E. Meadows, A.M.I.Mech.E. (1st and 2nd years)

This course is arranged in three stages and is of five years duration. The first two years are designed to prepare students for the City and Guilds of London Institute Mechanical Engineering Technicians Ordinary Grade examination. The third and fourth years will prepare students for the Advanced Grade examination, whilst the fifth year leads to the Full Technological Certificate. The examinations at the end of the first, second and third years will be set by the Union of Lancashire and Cheshire Institutes, whilst the examinations at the end of the fourth and fifth years will be set by the City and Guilds of London Institute.

Students who have passed the General Course in Engineering with a "Pass" level in three subjects including Workshop Processes, gained at one sitting, and having attained a minimum age of 17 years, will be eligible for entry to the Second Year of the Technicians' Course.

The course provides for students who are following an engineering apprenticeship or other industrial training and who hope to obtain a position of responsibility. It is especially suited to the needs of those who aspire to supervisory duties, shop process and control, drawing office practice, plant maintenance and other posts for which a combination of practical knowledge and technical ability is needed.

The course involves attendance at College on one day and one evening per week for the full session.

1st YEAR (S1) (I)

Group A

MTIDa

Room	Day	Time	Subject	Lecturer	Class No
B26	M	9.00–10.45	Workshop Practice	C. P. R. Gunstone	M400
E23		11.00–12.30	Engineering Science	J. Ashworth	P411
B23		1.30–3.15	Processes and Materials	P. P. Schofield	M401
B21		3.30–5.30	Mathematics	G. B. Rowbottom	M302
E19	Th.	7.00–8.30	Engineering Drawing	F. M. Bennett	M403
B52		8.30–9.30	Liberal Studies	A. Roper	S378

Group B

MT1Db

B23	Tu.	9.00–10.30	Engineering Science	J. A. Barker	M404
B23		10.45–12.30	Processes and Materials	A. Diggles	M405
B26		1.30–3.15	Workshop Practice	J. Brennand	M406
B21		3.30–5.30	Mathematics	J. Ashworth	P412
E19	W	7.00–8.30	Engineering Drawing	D. J. Bickerton	M407
E19		8.30–9.30	Liberal Studies	J. Keddy	S351

Group C

MT1Dc

E19	M	7.00–8.00	Liberal Studies	A. Roper	S288
E19		8.00–9.30	Engineering Drawing	T. C. Dickinson	M410
B26	W	9.00–10.45	Workshop Practice	C. P. R. Gunstone	M408
B21		11.00–12.30	Engineering Science	J. Ashworth	P415
B23		1.30–3.30	Mathematics	J. Ashworth	P414
B23		3.45–5.30	Processes and Materials	A. Diggles	M409

Group D

MT1Dd

De5	Tu.	7.00–8.00	Liberal Studies	J. Conlon	S311
De5		8.00–9.30	Engineering Science		P417
E19	Th.	9.00–10.30	Engineering Drawing	L. J. Eccles	M411
E19		10.45–12.30	Processes and Materials	I. J. Lund	M412
B26		1.30–3.15	Workshop Practice	F. Whelan	M413
Ty.20		3.30–5.30	Mathematics	J. Ashworth	P416

2nd YEAR (II)

Group A

MTD2a

Room	Day	Time	Subject	Lecturer	Class No
E23	M	9.00–10.30	Engineering Science	J. Ashworth	P419
B23		10.45–12.30	Processes and Materials	G. S. Catterall	M414
B26		1.30–3.15	Workshop Practice	S. Hales	M415
Ty.18		3.30–5.30	Mathematics	J. S. Fisher	P418
E18	W	7.00–8.30	Engineering Drawing		M416
E18		8.30–9.30	Liberal Studies		S352

Group B

MT2Db

B26	Tu.	9.00–10.45	Workshop Practice	J. Brennand	M417
E18		11.00–12.30	Engineering Drawing	A. Murray	M418
B23		1.30–3.15	Processes and Materials		M419
B23		3.30–5.30	Mathematics	J. E. Meadows	M420
B18	Th.	7.00–8.00	Liberal Studies	A. Roper	S374
B18		8.00–9.30	Engineering Science		P421

Group C

MT2Dc

Ty.D	W	9.00–10.30	Engineering Science	L. J. Eccles	M421
Ty.D		10.45–12.30	Processes and Materials	A. Diggles	M422
B26		1.30–3.15	Workshop Practice	F. Whelan	M423
B41		3.30–5.30	Mathematics	T. Herrod	P420
E18	Th.	7.00–8.30	Engineering Drawing	W. Riding	M424
E18		8.30–9.30	Liberal Studies		S379

Group D

MT2Dd

B54	W	7.00–8.00	Liberal Studies		S349
		8.00–9.30	Engineering Science		P423
	F	9.00–10.45	Processes and Materials	I. J. Lund	M245
E18		11.00–12.30	Engineering Drawing	F. W. Grimshaw	M426
B26		1.30–3.15	Workshop Practice	A. Diggles	M427
Ty.18		3.30–5.30	Mathematics	W. Watson	P422

3rd YEAR (II)

Group A

MT3Da

Room	Day	Time	Subject	Lecturer	Class No
E17	M	9.00–10.30	Mathematics	J. A. Barker	M428
E17		10.45–12.15	Engineering Science	G. T. Ramsden	M429
E18		1.45–3.45	Materials and Processes	A. Diggles	M430
B52		4.00–5.00	Liberal Studies	D. Swift	S279
E18	F	7.00–9.30	Engineering Drawing		M431

Group B

MT3Db

E18	M	7.00–9.30	Engineering Drawing	J. Ainsworth	M432
E17	Tu.	9.00–10.30	Mathematics	A. Murray	M433
E17		10.45–12.15	Engineering Science	J. A. Barker	M434
E22		1.45–3.45	Materials and Processes	A. Diggles	M435
E22		4.00–5.00	Liberal Studies	D. Swift	S304

Group C

MT3Dc

B23	W	9.00–11.00	Materials and Construction	G. S. Catterall	M436
B41		11.15–12.15	Liberal Studies	D. Maddox	S328
E18		1.45–3.15	Engineering Science	J. A. Barker	M437
E18		3.30–5.00	Mathematics	G. T. Ramsden	M438
B21	F	7.00–9.30	Workshop Technology	I. J. Lund	M439

Group D

MT3Dd

E12	W	7.00–9.30	Workshop Technology		M440
B23	Th.	9.00–10.30	Engineering Science	G. S. Catterall	M441
B23		10.45–12.15	Mathematics	A. Murray	M442
Ty.12		1.45–3.00	Liberal Studies		S360
Ty.12		3.15–5.00	Materials and Construction		M443

Group E

MT3De

E22	M	7.00–9.30	Workshop Technology	J. Brennand	M444
	Th.	9.00–10.30	Mathematics	A. Murray	M445
		10.45–12.15	Engineering Science	L. J. Eccles	M446
B23		1.45–3.45	Materials and Construction	J. E. Meadows	M447
B54		4.00–5.00	Liberal Studies	R. Hodson	S366

Group F

MT3Df

Room	Day	Time	Subject	Lecturer	Class No
B21	Th.	7.00–9.30	Workshop Technology	R. W. Wright	M448
B51	F	9.00–10.00	Liberal Studies	D. Maddox	M380
E23		10 15–12.15	Materials and Construction	J. Brennand	M449
B10		1.45–3.15	Engineering Science	L. J. Eccles	M450
B10		3.30–5.00	Mathematics	R. Hatton	M451

4th YEAR (II)

Group A

MT4Da

E14	M	9.00–11.00	Engineering Science	J. E. Meadows	M452
B54		11.15–12.15	Liberal Studies	D. Swift	S273
E10		1.45–3 15	Mathematics	J. E. Meadows	M453
B23		3.30–5.30	Materials and Processes	J. Brennand	M454
E18	Tu.	7.00–9.30	Engineering Drawing	F. Grey	M455

Group B

MT4Db

E9	Tu.	7.00–9.30	Workshop Technology	A. Diggles	M456
E10	F	9.00–10.45	Materials and Construction	F. W. Grimshaw	M457
E10		11.00–12.30	Mathematics	J. A. Barker	M458
B55		2.00–3.15	Liberal Studies	D. Swift	S411
E12		3.30–5.30	Engineering Science	L. J. Eccles	M459

Group C

MT4Dc

E10	Tu.	7.00–9.30	Workshop Technology	A. Murray	M460
E12	W	9.00–11.00	Materials and Construction	J. E. Meadows	M461
E12		11.15–12.15	Liberal Studies		S
E14		1.45–3.15	Mathematics	R. Hatton	M462
E14		3.30–5.30	Engineering Science	G. B. Rowbottom	M463

5th YEAR (III)

Group A

MT5Da

Room	Day	Time	Subject	Lecturer	Class No
E18	W	9.00–12.15	Engineering Drawing	F. W. Grimshaw	M464
E21		1.45–5.00	Materials and Machines	S. L. Duxbury	M465
E12	Th.	7.00–9.30	Manufacturing Processes		M466
E19	F	7.00–9.30	Applied Technology	R. Wood	M467

Group B

MT5Db

E14	Tu.	7.00–9.30			
E14	Tu.	7.00–9.30	Processes and Machine Tools	J. A. Burton	M468
E23	F	9.00–10.45	Mathematics	E. L. Bibby	M469
E23		11.00–12.15	Organisation and Management	E. L. Bibby	M470
E13		1.45–5.00	Metrology and Inspection	R. Wood	M471
E23		7.00–9.30	Applied Technology	H. Ogden	M472

AUTOMOBILE ENGINEERING PRACTICE (MOTOR VEHICLE MECHANICS' WORK)

Course Tutor: R. J. Nicolle, T.D., M.I.M.I.

This course is of three years duration and it is designed to prepare students for the City and Guilds of London Automobile Engineering Practice—Motor Vehicle Mechanics' Work—examination.

The examinations at the end of the third year will be set by the City and Guilds of London Institute.

The aim of the course is to give sufficient knowledge of principles and their application to the construction and operation of motor vehicles, to enable the mechanic to deal with repairs, adjustments and general servicing.

Success in the City and Guilds of London examination at the completion of the course, and a subsequent practical examination arranged by the National Joint Industrial Council for the Motor Vehicle Trades, is required to qualify for the National Craftsman's Certificate for a Motor Vehicle Service Mechanic.

Students will be admitted to the first year of the course if they have either—

(a) passed a Preliminary Craft Course examination;

(b) passed an examination of equivalent standard ; or

(c) satisfied the Head of Department of their ability to take the course and have reached the age of 16 years.

1st YEAR (S1) (I)

Group A

MV1Da

Room	Day	Time	Subject	Lecturer	Class No
Ty.D	M	7.00–9.30	Motor Vehicle Techniques	M. P. Birch	M473
Chev. St.	W	9.00–12.15	Motor Vehicle Practice	J. McRory	M474
Ty.A	W	1.45–5.00	Motor Vehicle Science and Lab.	R. H. Mason	M475

Group B

MV1Db

Ty.20	Tu.	7.00–9.30	Motor Vehicle Techniques	J. Parkinson	M476
Ty.A	W	9.00–12.15	Motor Vehicle Science and Lab.	R. H. Mason	M477
Chev. St.		1.45–5.00	Motor Vehicle Practice	J. McRory	M478

Group C

MV1Dc

Ty.16	W	7.00–9.30	Motor Vehicle Techniques	J. Parkinson	M479
Chev. St.	Th.	9.00–12.15	Motor Vehicle Practice	J. McRory	M480
Ty 16		1.45–5.00	Motor Vehicle Science and Lab.	R. H. Mason	M481

Group D

MV1Dd

Ty.17	W	7.00–9.30	Motor Vehicle Techniques	G. E. S. Jepson	M482
Ty.17	Th.	9.00–12.15	Motor Vehicle Science and Lab.	R. H. Mason	M483
Chev. St.		1.4525.00	Motor Vehicle Practice	J. McRory	M484

Group E

MV1Dc

Ty.16	Tu.	9.00–12.15	Motor Vehicle Science and Lab.	R. H. Mason	M485
Chev. St.		1.45–5.00	Motor Vehicle Practice	J. McRory	M486
Ty.17	Th.	7.00–9.30	Motor Vehicle Techniques	G. E. S. Jepson	M487

Group F
MV1Df

Room	Day	Time	Subject	Lecturer	Class No
Chev. St.	Tu.	9.00–12.15	Motor Vehicle Practice	J. McRory	M488
Ty.16		1.45–5.00	Motor Vehicle Techniques	C. P. R. Gunstone	M489
Ty.18	F	7.00–9.30	Motor Vehicle Science and Lab.	R. H. Mason	M490

2nd YEAR (S2) (I)

Group A
MV2Da

Ty.17	Tu.	9.00–12.15	Motor Vehicle Techniques and Sketching	C. P. R. Gunstone	M491
D5	Tu.	1.45–5.00	Motor Vehicle Practice	F. K. Pearson	M492
Ty.16	M	7.00–9.30	Motor Vehicle Science and Lab.	F. K. Pearson	M493

Group B
MV2Db

D5	M	9.00–12.15	Motor Vehicle Practice	J. McRory	M494
Ty.17		1.45–5.00	Motor Vehicle Techniques and Sketching	F. K. Pearson	M495
Ty.16	Tu.	7.00–9.30	Motor Vehicle Science and Lab.	R. Bolton	M496

Group C
MV2Dc

Ty.22	Th.	9.00–12.15	Motor Vehicle Techniques and Sketching	F. K. Pearson	M497
D5		1.45–5.00	Motor Vehicle Practice	T. A. Hulton	M498
Ty.16	F	7.00–9.30	Motor Vehicle Science and Lab..	R. Bolton	M499

Group D
MV2Dd

Ty.17	F	9.00-12.15	Motor Vehicle Techniques and Sketching	R. H. Mason	M500
D5	F	1.45–5.00	Motor Vehicle Practice	J. McRory	M501
Ty.16	Th.	7.00–9.30	Motor Vehicle Science and Lab.	H. Crook	M502

Group E

MV2De

Room	Day	Time	Subject	Lecturer	Class No
Ty.16	Th.	9.00–12.15	Motor Vehicle Science and Lab.	C. P. R. Gunstone	M503
Ty.17		1.45–5.00	Motor Vehicle Techniques and Sketching	F. K. Pearson	M504
D5	W	7.00–9.30	Motor Vehicle Practice	C. P. R. Gunstone	M505

3rd YEAR (S3) (II)

Group A

MV3Da

D5	Tu.	9.00–12.15	Motor Vehicle Practice	T. A. Hulton	M506
Ty.17		1.45–5.00	Motor Vehicle Techniques 'B'	R. J. Nicolle	M507
Ty.17	M	7.00–9.30	Motor Vehicle Techniques 'A'	T. A. Hulton	M508

Group B

MV3Db

Ty.17	M	9.00–12.15	Motor Vehicle Technique 'B'	R. J. Nicolle	M509
D5		1.45–5.00	Motor Vehicle Practice	T. A. Hulton	M510
Ty.17	F	7.00–9.30	Motor Vehicle Techniques 'A'	H. Crook	M511

Group C

MV3Dc

D5	Th.	9.00–12.15	Motor Vehicle Practice	T. A. Hulton	M512
Ty.10		1.45–5.00	Motor Vehicle Techniques 'A' Techniques 'B'	R. J. Nicolle	M513
Ty.17	Tu.	7.00–9.30	Motor Vehicle Techniques 'A'	M. P. Birch	M514

Group D

MV3Dd

Ty.B	F	9.00–12.15	Motor Vehicle Techniques 'B'	T. A. Hulton	M515
Ty.17		1.45–5.00	Motor Vehicle Techniques 'A'	R. H. Mason	M516
D5	M	7.00–9.30	Motor Vehicle Practice	C. P. R. Gunstone	M517

AUTOMOBILE ENGINEERING PRACTICE (MOTOR VEHICLE TECHNICIANS' WORK)

Course Tutor: R. J. Nicolle, T.D., M.I.M.I.

This course is of two years duration. A college examination will be held at the end of the first year, whilst at the end of the second year, the examination will be set by the City and Guilds of London Institute.

The Technicians' course is planned as an extension of the Mechanics' course to assist students to understand the essential features of motor vehicle design and to appreciate the trend of development, thus enabling him to undertake and qualify for work and positions of responsibility in the motor vehicle repair and retail trade. Success in the City and Guilds of London Institute examination at the end of the course and a further period of study will enable students to enter for the Associate Membership Examination of the Institute of the Motor Industry.

Students will be admitted to the first year of the course if they have either:

(a) passed the City and Guilds examination in Motor Vehicle Mechanics' Work ; or

(b) passed an examination of equivalent standard.

1st YEAR (A1) (II)

Group A

MV4Da

Room	Day	Time	Subject	Lecturer	Class No
D5	W	9.00–12.15	Motor Vehicle Practice	F. K. Pearson	M518
E16		1.45–5.00	Motor Vehicle Calculations, Science and Lab.	T. A. Hulton	M519
E19	Tu.	7.00–9.30	Motor Vehicle Techniques	F. Ratcliffe	M520

Group B

MV4Db

E16	W	9.00–12.15	Motor Vehicle Calculations, Science and Lab.	T. A. Hulton	tM521
D5		1.45–5.00	Motor Vehicle Practice	F. K. Pearson	M522
E11	Th.	7.00–9.30	Motor Vehicle Techniques	F. Ratcliffe	M523

2nd YEAR (A2) (II)

MV5D

D5	F	9.00–12.15	Motor Vehicle Practice	R. J. Nicolle	M524
E16		1.45–5.00	Motor Vehicle Calculations, Science and Lab.	F. K. Pearson	M525
E11	W	7.00–9.30	Motor Vehicle Techniques	R. J. Nicolle	M526

Associate Membership of the Institute of the Motor Industry

Students will be admitted to the course if they have passed both the Motor Vehicle Mechanics and Motor Vehicle Technicians' Courses of the City and Guilds of London Institutes.

The course involves attendance on two evenings per week for two years.

The final examination will be set by the College and assessed by the Institute of the Motor Industry.

3rd YEAR (A3) (III) (English 1)

MV6E

Room	Day	Time	Subject	Lecturer	Class No
B21	M	7.00–9.30	Motor Trade Law and Administration or English for Managers	R. J. Nicolle	M527
D5	W	7.00–9.30	Management Practice	E. J. Bibby	M528

SHEET METAL WORK

Course Tutor: K. E. Wilder

This course is of five years duration and is designed to prepare students for the City and Guilds of London Institute Ordinary Advanced and Full Technological Certificate examinations in Sheet Metal Work. The examinations at the end of the first, second and third years will be set by the Union of Lancashire and Cheshire Institutes, whilst the examinations at the end of the fourth and fifth years will be set by the City and Guilds of London Institute. A candidate who has passed the second year Union of Lancashire and Cheshire Institutes' examinations will be regarded as having passed an examination equivalent to the City and Guilds of London Institute's Ordinary examination.

To be awarded a Full Technological Certificate a candidate must have passed the Ordinary, Advanced and Full Technological Certificates examinations at the end of the S2, A1 and A2 years.

The aim of the course is to provide theoretical and practical instruction on the working of sheet and plate metal up to approximately one-eighth inch thick. Ferrous and non-ferrous, coated and uncoated metals in normal commercial use will be considered and the scope of the examinations is intended to meet the general requirements of apprentices in all the sheet metal trades, i.e. apprentice tinsmiths, coppersmiths, panel-beaters, zincsmiths, aircraft sheet metal workers, ventilation and stainless steel workers.

Special arrangements are made in the SM1Dc (Fabrication) group to accommodate students requiring an ability to manipulate heavier gauge materials.

Students will be admitted to the first year of the course if they have :

(a) passed a Preliminary Craft course examination ; or

(b) passed an examination of equivalent standard ; or

(c) satisfied the Head of Department of their ability to take the course ; and have reached the age of 16 years.

1st YEAR (S1) (I)

Group A

SMIDa

Room	Day	Time	Subject	Lecturer	Class No
D9	M	9.00–11.00	Workshop Processes and Practice	K. Walker	M529
B21		11.15–12.15	Techniques and Laboratory	K. Walker	M530
Ty.18		1.45–3.15	Trade Calculations	J. A. Barker	M531
E20		3.30–5.00	Pattern Development	G. S. Catterall	M532
E20	W	7.00–9.30	Geometry and Drawing	K. Wallin	M533

Group B

SM1Db

E20	M	9.00–10.30	Pattern Development	G. S. Catterall	M534
E20		10.45–12.15	Trade Calculations	J. A. Barker	M535
E20		1.45–2.45	Techniques and Laboratory	K. Walker	M536
D9		3.00–5.00	Workshop Processes and Practice	K. Walker	M537
Ty.18	Tu.	7.00–9.30	Geometry and and Drawing	A. Thompson	M538

Group C

SM1Dc (Fabrication)

D9	W	9.00–11.00	Workshop Processes and Practice	K. Walker	M539
B23		11.15–12.15	Techniques and Laboratory	K. Walker	M540
E20		1.45–3.15	Trade Calculations	K. Walker	M541
E20		3.30–5.00	Pattern Development	K. Walker	M542
E20	Th.	7.00–9.30	Geometry and Drawing	K. Walker	M543

2nd YEAR (S2) (I)

Group A

SM2Da

Ty.22	Th.	7.00–9.30	Trade Calculations	J. S. Wright	M544
D9	F	9.00–11.00	Workshop Processes and Practice	K. E. Wilder	M545
E17		11.15–12.15	Techniques and	K. E. Wilder	M546
E20		1.45–2.30	Laboratory		
E20		2.45–5.00	Geometry and Development	G. T. Ramsden	M547

Group B

SM2Db

Room	Day	Time	Subject	Lecturer	Class No
Ty.22	W	7.00–9.30	Trade Calculations	J. H. Wane	M548
E20	Th.	9.00–11.30	Geometry and Development	K. Walker	M549
E20		11.30–12.15 ⎫	Technique and	K. E. Wilder	M550
B21		1.45–2.45 ⎭	Laboratory		
D9		3.00–5.00	Workshop Processes and Practice	K. E. Wilder	M

3rd YEAR (S3) (I)

SM3Da

E20	M	7.00–9.30	Geometry and Development		M551
D9	Tu.	9.00–11.15	Workshop Processes and Practice	K. E. Wilder	M552
E20		11.30–12.15 ⎫	Trade Calculations	K. Walker	M553
		1.45–2.45 ⎭			
E20		3.00–5.00	Techniques and Laboratory	J. Braddock	M554

SM3Db

E20	Tu.	7.00–9.30	Geometry and Development	K. E. Wilder	M555
E20	F	9.00–11.00	Techniques and Laboratory	J. Braddock	M556
E20		11.15–12.15 ⎫	Trade Calculations	R. Hatton	M557
B21		1.45–2.45 ⎭			
D9		3.00–5.00	Workshop Processes and Practice	K. E. Wilder	M558

4th YEAR (A1) (II)

SM4D

E18	Th.	9.00–11.30	Techniques and Laboratory	K. E. Wilder	M559
Ty.18		11.30–12.15	Trade Calculations	K. Walker	M560
E20		1.45–2.45	Trade Calculations	G. S. Catterall	
E20		2.45–5.00	Pattern Development	T. Braddock	M561
D9	Tu.	7.00–9.30	Workshop Processes and Practice		M562

WELDING, CRAFT PRACTICE

Course Tutor: J. Braddock

This course is of four years' duration and is designed to prepare students for the City and Guilds of London Institute Part I and Advanced certificates in Welding. The examination at the end of the first and third years will be set by the Union of Lancashire and Cheshire Institutes, whilst the examinations at the end of the second and fourth years will be set by the City and Guilds of London Institute.

The course at the Part I stage is designed to lead to a general examination in welding and the student will be introduced to both gas and arc welding techniques At the Advanced stage the syllabuses are divided and separate examinations will be held in both gas and arc techniques. The student may, therefore, follow the course of his choice when he has been awarded a Part I certificate.

Students will be admitted to the first year of the course if they have :

(a) passed a Preliminary Craft course examination ; or

(b) passed an examination of equivalent standard ; or

(c) satisfied the Head of Department of their ability to take the course ; and have reached the age of 16 years.

1st YEAR (S1) (I)

W1D

Room	Day	Time	Subject	Lecturer	Class No
Ty.18	M	9.00–12.15	Welding Techniques and Related Studies "B"	J. Braddock	M563
D4		1.45–5.00	Practical Welding	J. Braddock	M564
E10		7.00–9.30	Welding Techniques and Related Studies "A"	T. Moore	M568

2nd YEAR (S2) (I)

W2D

D4	Tu.	9.00–12.15	Practical Welding	J. Braddock	M566
Ty.18		1.45–5.00	Welding Techniques and Related Studies "A"	G. Smith	M567
Ty.18	Th.	7.00–9.30	Welding Techniques and Related Studies "B"	T. Moore	M568

3rd YEAR (S3) (II)

W3D

D4	W	9.00–12.15	Practical Welding	J. Braddock	M569
B21		1.45–5.00	Welding Science and Laboratory	K. E. Wilder	M570
De.7	Tu.	7.00–9.30	Arc Welding Technique and Laboratory		M571

W4D

E20	W	9.00–12.15	Welding Science and Laboratory	K. E. Wilder	M572
D4		1.45–5.00	Practical Welding	J. Braddock	M573
Ty.18		7.00–9.30	Arc Welding Technique and Laboratory	J. Braddock	M574

AGRICULTURAL MECHANICS' WORK

Course Tutor: T. A. Hulton, A.M.I.M.I.

This course is of three years duration and is designed to prepare students for the City and Guilds of London Institute examination for Agricultural Mechanics' Work. College examinations will be held at the end of the first and second years whilst the examinations at the end of the third year will be set by the City and Guilds of London Institute.

The course which is run in conjunction with the County Institute of Agriculture, Hutton, Preston, is devised to meet the general requirements of a skilled agricultural mechanic in a farm machinery depot or on a large mechanized farm. The main content of the course is made up of work which is considered necessary for the maintenance and repair of farm tractors, implements and machinery.

Students will be admitted to the first year of the course if they have:

(a) passed a Preliminary Craft course examination; or

(b) passed an examination of equivalent standard; or

(c) satisfied the Head of Department of their ability to take the course.

This course may be followed by the Agricultural Fitters Work Course which is offered on a part-time basis at the County Institute of Agriculture, Hutton, Preston.

Part-time Day Course

1st YEAR (I)

Ag1D

Room	Day	Time	Subject	Lecturer	Class No
B31	Th.	9.00–10.00	Social Studies	G. Smith	S356
B26		10.15–12.15	Workshop Practice	G. Smith	M575
Hutton		1.30–2.15	Materials and Processes	G. Smith	M576
Hutton		2.15–5.00	Implement Maintenance	G. R. Hobbs	M577
Ty.10		7.00–9.30	Calculations, Science and Drawing	F. K. Pearson	M578

2nd YEAR (I)

Ag2D

B19	F	9.00–10.00	Social Studies	G. Smith	S384
B26		10.15–12.15	Workshop Practice	G. Smith	M579
Hutton		1.30–2.15	Materials and Processes	G. Smith	M580
Hutton		2.15–5.00	Implement Maintenance		M581
E17		7.00–9.30	Calculations, Science and Drawings	B. Wolfenden	M582

3rd YEAR (I)

Ag3d

B19	W	9.00–10.00	Social Studies	G. Smith	S321
B24		10.15–12.15	Workshop Practice	G. Smith	M583
Hutton		1.30–2.15	Materials and Processes	G. Smith	M584
Hutton		2.15–5.00	Implement Maintenance		M585
De.2		7.00–9.30	Calculations, Science and Drawing	B. P. Jenkins	M586

MECHANICAL ENGINEERING CRAFT PRACTICE COURSE/ BLOCK RELEASE

Course Tutor: I. J. Lund

This course is designed to prepare students for the Union of Lancashire and Cheshire Institutes Mechanical Engineering Craft Practice 2nd Year Examinations. During the course students will spend alternate periods in College as full-time students, and in full-time engineering employment.

The course is intended primarily to assist students apprenticed to the crafts of fitting, turning and machining to reach the standard of proficiency expected of a good craftsman. The entire content of the course is designed to supplement his industrial experience and so improve his skill and understanding.

Entry Conditions:—

Students will be admitted to the first year of the course if they have either

(a) passed a Preliminary Craft course examination,

(b) passed an examination of equivalent standard, or

(c) satisfied the Head of the Department of their ability to profit from the course and have normally reached the age of 16 years.

Students will be directed into appropriate further study depending upon their success in the final examinations.

1st YEAR—Groups (i) and (ii) (I) (oo weeks)

CPFT

Room	Day	Time	Subject	Lecturer	Class No
Ty.D	M	9.00–12.15	Craft Theory and Related Studies	L. J. Eccles	M587
B24		1.45–5.00	Workshop Practice	I. J. Lund	M588
B24	Tu.	9.00–12.15	Workshop Practice	I. J. Lund	M599
B24		1.45–5.00	Workshop Practice	I. J. Lund	M600
	W	9.00–12.15	Liberal Studies and English	G. Storr	S322/3/4
		1.45–5.00	Workshop Practice	I. J. Lund	M601
B21/ 25	Th.	9.00–12.15	Craft Theory and Related Studies	A. Diggles	M602
Ty.D		1.45–5.00	Craft Theory and Related Studies	L. J. Eccles	M603
B21	F	9.00–12.15	Craft Theory and Related Studies	L. J. Eccles	M604
B24		1.45–5.00	Workshop Practice	I. J. Lund	M605

MECHANICAL ENGINEERING CRAFT PRACTICE

Course Tutors: R. Wood, A.M.I.Mech.E., A.M.I.Prod.E. (3rd, 4th and 5th years)
I. J. Lund (1st and 2nd years)

This course is of five years' duration and is designed to prepare students for the City and Guilds of London Mechanical Engineering Craft Practice Certificates.

The examinations at the end of the first, second and third years will be set by the Union of Lancashire and Cheshire Institutes whilst the examination at the end of the fourth and fifth years will be set by the City and Guilds of London Institutes.

A candidate who has passed the second year of the Union of Lancashire and Cheshire Examinations will be regarded as having passed an examination equivalent to the City and Guilds of London Institute's examination in Mechanical Engineering Craft Practice Part I.

The City and Guilds of London Institutes Part II Certificate will be awarded to candidates who successfully complete the fourth year. Candidates for the supplementary examinations in Machining, Toolmaking and Fitting Processes must have passed the Part II examinations.

The course is designed primarily to supplement the industrial experience of the craft apprentice in fitting, turning and machining and so improve his skill, understanding and practical proficiency to the level expected of a good quality craftsman.

Students will be admitted to the first year of the course if they have :

(a) passed a Preliminary Craft course examination ; or

(b) passed an examination of equivalent standard ; or

(c) satisfied the Head of Department of their ability to take the course.

Provision is made for suitable students to transfer to or from other courses should circumstances make this desirable.

Successful completion of the Full-time (Sandwich) Craft Practice course enables the student to enter direct to the third (S3) year.

1st YEAR (S1) (I)

CP1Da

Room	Day	Time	Subject	Lecturer	Class No
B21	M	9.00–10.00	Social Studies	M. Sharman	S271
B24		10.15–12.15	Workshop Practice	F. Whelan	M606
B24		1.45–5.00	Workshop Practice	F. Whelan	M607
De.1	Th.	7.00–9.30	Craft Theory and Related Studies	D. J. Bickerton	M608

CP1Db

B24	Tu.	9.00–12.15	Workshop Practice	F. Whelan	609
B24		1.45–3.45	Workshop Practice	F. Whelan	M610
E18		4.00–5.00	Social Studies	G. Lea	S305
Ty.22	F	7.00–9.30	Craft Theory and Related Studies	G. R. Whiteside	M611

CP1Dc

B24	W	9.00–12.15	Workshop Practice	P. P. Schofield	M612
B24		1.45–3.45	Workshop Practice	P. P. Schofield	M613
B12		4.00–5.00	Social Studies	B. Maddox	S346
De.6	Th.	7.00–9.30	Craft Theory and Related Studies	F. A. White	M614

CP1Dd

Room	Day	Time	Subject	Lecturer	Class No
De.1	W	7.00–9.30	Craft Theory and Related Studies	W. H. Pye	M615
B58	Th.	9.00–10.00	Social Studies	S. Sarti	S354
B24		10.15–12.15	Workshop Practice	F. Whelan	M616
B24		1.45–5.00	Workshop Practice	F. Whelan	M617

CP1De

B24	M	7.00–9.30	Workshop Practice	S. Hales	M618
Ty.22	F	9.00–10.00	Social Studies		S381
Ty.D		10.15–12.15	Craft Theory and Related Studies	W. H. Sharples	M619
B24		1.45–5.00	Workshop Practice	S. Hales	M620

2nd YEAR (S2) (I)

CP2Da

B24	Th.	7.00–9.30	Workshop Practice	S. Hales	M621
B24	F	9.00–12.15	Workshop Practice	S. Hales	M622
Ty.22		1.45–2.45	Social Studies		S413
Ty.22		2.45–5.00	Craft Theory and Related Studies	C. P. R. Gunstone	M623

CP2Db

B24	Th.	9.00–12.15	Workshop Practice	S. Hales	M624
B24		1.45–3.45	Workshop Practice	S. Hales	M625
B12		4.00–5.00	Social Studies	D. Maddox	S306
Ty.E	F	7.00–9.30	Craft Theory and Related Studies	K. Harling	M626

CP2Dc

B21	W	9.00–10.00	Social Studies	R. Hodson	S319
B24		10.15–12.15	Workshop Practice	J. Brennand	M627
B24		1.45–5.00	Workshop Practice	J. Brennand	M628
De.7	Th.	7.00–9.30	Craft Theory and Related Studies	A. Dickson	M629

CP2Dd

De.1	M	7.00–9.30	Craft Theory and Related Studies	W. Eccles	M630
B24	Th.	9.00–12.15	Workshop Practice	P. P. Schofield	M631
B24		1.45–3.45	Workshop Practice	P. P. Schofield	M632
E11		4.00–5.00	Social Studies	S. Sarti	S367

CP2De

B24	M	7.00–9.30	Workshop Practice	R. Greenhalgh	M633
Ty.E	F	9.00–11.00	Craft Theory and Related Studies	C. P. R. Gunstone	M634
Ty.20		11.15–12.15	Social Studies		S391
B24		1.45–5.00	Workshop Practice	R. Greenhalgh	M635

CP2Df

B24	Th.	7.00–9.30	Workshop Practice	A. Diggles	M636
B24	F	9.00–12.15	Workshop Practice	A. Diggles	M637
Ty.E		1.45–3.45	Craft Theory and Related Studies	P. P. Schofield	M638
B52		4.00–5.00	Social Studies	S. Heywood	S441

CP3Da

Room	Day	Time	Subject	Lecturer	Class No
B54	M	9.00–10.00	Social Studies	D. Maddox	S272
B24		10.15–12.15	Workshop Practice	W. H. Sharples	M639
B24		1.45–5.00	Workshop Practice	W. H. Sharples	M640
B20	Th.	7.00–9.30	Craft Theory and Related Studies	A. A. Parkinson	M641

CP3Db

E19	Tu.	9.00–10.00	Social Studies	R. Hodson	S294
B24		10.15–12.15	Workshop Practice	W. H. Sharples	M642
B24		1.45–5.00	Workshop Practice	W. H. Sharples	M643
B23	F	7.00–9.30	Craft Theory and Related Studies	G. B. Rowbottom	M644

CP3Dc

B21	Tu.	7.00–9.30	Craft Theory and Related Studies	T. K. Henry	M645
B24	W	9.00–12.15	Workshop Practice	W. H. Sharples	M646
B24		1.45–3.45	Workshop Practice	W. H. Sharples	M647
B58		4.00–5.00	Social Studies	S. Heywood	S347

CP3Dd

De.8	W	7.00–9.30	Craft Theory and Related Studies	J. A. Barker	M648
B24	Th.	9.00–12.15	Workshop Practice	S. Hales	M649
B24		1.45–3.45	Workshop Practice	S. Hales	M650
Ty.18		4.00–5.00	Social Studies	M. Sharman	S368

CP3De

B24	M	7.00–9.30	Workshop Practice	F. Whelan	S382
B58	F	9.00–10.00	Social Studies		S382
B23		10.15–12.15	Craft Theory and Related Studies	A. Murray	M652
B24		1.45–5.00	Workshop Practice	F. Whelan	M652

CP3Df

B24	Th.	7.00–9.30	Workshop Practice	R. Greenhalgh	M653
B24	F	9.00–12.15	Workshop Practice	R. Greenhalgh	M654
		1.45–2.45	Social Studies	G. Storr	S412
B21		3.00–5.00	Craft Theory and Related Studies	A. Murray	M655

4th YEAR (A1) (II)

CP4Da

Room	Day	Time	Subject	Lecturer	Class No
B51	M	9.00–10.00	Social Studies	R. Greenhalgh	S270
D3		10.15–12.15	Workshop Practice	A. Murray	M656
D3		1.45–5.00	Workshop Practice	A. Murray	M657
B23	Tu.	7.00–9.30	Craft Theory and Related Studies	P. P. Schofield	M658

CP4Db

B51	Tu.	9.00–10.00	Social Studies	B. Palfrey	S295
D3		10.15–12.15	Workshop Practice	P. P. Schofield	M659
D3		1.45–5.00	Workshop Practice	P. P. Schofield	M660
	W	7.00–9.30	Craft Theory and Related Studies	F. J. Moore	M661

CP4Dc

D3	W	9.00–12.15	Workshop Practice	R. Greenhalgh	M662
D3		1.45–3.45	Workshop Practice	R. Greenhalgh	M663
B18		4.00–5.00	Social Studies	D. Swift	S348
B23	Th.	7.00–9.30	Craft Theory and Related Studies	C. James	M664

CP4Dd

D3	W	7.00–9.30	Workshop Practice	A. Dickson	M665
D3	Th.	9.00–12.15	Workshop Practice	A. Dickson	M666
B55		1.45–2.45	Social Studies	D. Maddox	S361
B21		3.00–5.00	Craft Theory and Related Studies	A. Murray	M667

CP4De

D11	W	7.00–9.30	Workshop Practice	J. Brennand	M668
E17	F	9.00–11.00	Craft Theory and Related Studies	P. P. Schofield	M669
Ty.18		11.15–12.15	Social Studies	S. Heywood	S392
D11		1.45–5.00	Workshop Practice	J. Brennand	M670

CPD4Df

B23	M	7.00–9.30	Craft Theory and Related Studies	G. T. Ramsden	M671
B55	F	9.00–10.00	Social Studies		S383
D3		10.15–12.15	Workshop Practice	A. Dickson	M672
D3		1.45–5.00	Workshop Practice	A. Dickson	M673

5th YEAR (A2) (II)

CP5Da (Toolmaking Processes)

D11	M	9.00–12.15	Workshop Practice	A. Dickson	M674
D11		1.45–3.45	Workshop Practice	A. Dickson	M675
E10		4.00–5.00	Social Studies	D. Maddox	S280
E17	Tu.	7.00–9.30	Craft Theory and Related Studies	G. S. Catterall	M676

CP5Db (Machining Processes)

Room	Day	Time	Subject	Lecturer	Class No
B5 2	Tu.	9.00–10.00	Social Studies	D. Maddox	S296
D 11		10.15–12.15	Workshop Practice	A. Dickson	M677
D11		1.45–5.00	Workshop Practice	A. Dickson	M677
E16	Th.	7.00–9.30	Craft Theory and Related Studies	A. Murray	M678

CP5Dc (Fitting Processes)

B46	Th.	9.00–10.00	Social Studies	D. Maddox	S355
D11		10.15–12.15	Workshop Practice	R. Greenhalgh	M679
D11		1.45–5.00	Workshop Practice	R. Greenhalgh	M680
E9	F	7.00–9.30	Craft Theory and Related Studies	A. Murray M. A. Goody	M681

GENERAL ENGINEERING COURSE (I)

Course Tutor : F. W. Grimshaw, A.M.I.Mech.E.

This course is of two years' duration, involving attendance on one day and one evening per week, for students who show promise of being able to proceed either to a Technicians' course or a National Certificate course in Mechanical or Electrical Engineering.

Entry to the first year of the course is normally for school leavers aged 15 years in the category indicated above.

School leavers of 16 years of age who have followed a suitable full-time course at a secondary school may enter the second year of the course.

The first year examinations will be set by the College, whilst the second year examinations will be set and marked by the Union of Lancashire and Cheshire Institutes.

Students will be directed into appropriate further study depending upon their success in the final examinations. These courses would normally be the Ordinary National Certificate, Ordinary National Diploma, or Engineering Technicians' Course, in either Mechanical or Electrical Engineering.

Identical courses are available in both the Electrical and the Mechanical Engineering Departments, and success in any allows further study in either Department.

1st YEAR (I)

G1D

Room	Day	Time	Subject	Lecturer	Class No
Ty.22	Tu.	7.00–9.30	Materials and Processes	J. E. Hills	M682
E17	F	9.00–11.15	Engineering, Drawing	I. J. Lund	M683
Ty.16		11.15–12.15	Mathematics	J. Ashworth	P402
Ty.16		1.45–4.00	Mathematics and Science	J. Ashworth	P403
Ty.16		4.00–5.00	English	G. Storr	S440

2nd YEAR (I)

Group A

G2Da

Room	Day	Time	Subject	Lecturer	Class No
Ty.17	W	9.00–10.15	English	D. Maddox	S318
Ty.17		10.15–12.15	Mathematics and Engineering Science	T. Herrod	P404
E17		1.45–3.35	Mathematics and Engineering Science	A. R. Howells	P405
E17		3.30–5.00	Engineering Drawing	R. Hatton	M684
De.6	Tu.	7.00–9.30	Materials and Processes	W. H. Sharples	M685

Group B

G2Db

Room	Day	Time	Subject	Lecturer	Class No
B22	Tu.	9.00–11.15	Mathematics and Engineering Science	B. Standing	P406
B21		11.15–12.15	English	D. Maddox	S297
E17		1.45–3.15	Mathematics and Engineering Science	W. Watson	P407
E17		3.30–5.00	Engineering Drawing	J. E. Meadows	M686
De4	Th.	7.00–9.30	Materials and Processes	T. C. Dickinson	M687

G2Dc

Group C

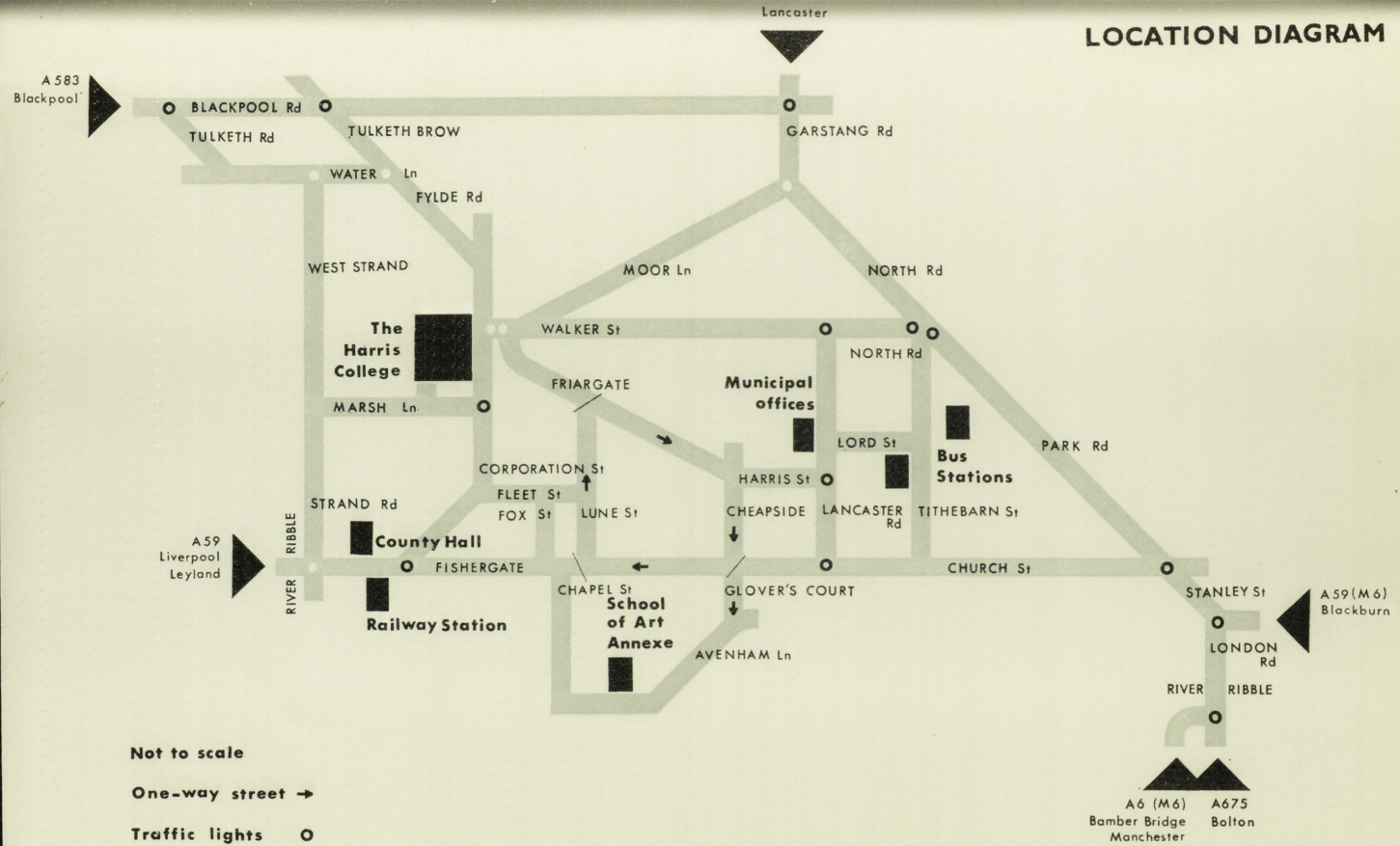
E19	F	9.00–11.15	Mathematics and Engineering Science	B. Standing	P408
E19		11.15–12.15	English	M. Sharman	S390
B59		1.45–3.30	Mathematics and Engineering Science	J. Unsworth	P409
B59		3.30–5.00	Engineering Drawing	A. Diggles	M794
De4	M	7.00–9.30	Materials and Processes	W. H. Sharples	M689

LOCATION DIAGRAM

Time	Subject	Lecturer	Class No
9.30–10.15	English	O. Maddox	5318
10.15–12.15	Mathematics and Engineering Science	T. Herrod	P404
2.5–3.35	Mathematics and Engineering Science	A. R. Howells	P405
3.50–5.00	Engineering Drawing	R. Hatton	M684
5.0–9.30	Materials and Processes	W. H. Sharples	M688

Time	Subject	Lecturer	Class No
9.30–11.15	Mathematics and Engineering Science	B. Standing	P406
11.15–12.15	English	O. Maddox	5287
2.0–2.35	Mathematics and Engineering Science	W. Watson	P407
3.50–5.00	Engineering Drawing	J. E. Meadows	M685
5.0–9.30	Materials and Processes	T. C. Dickinson	M697

LOCATION DIAGRAM



Not to scale

One-way street →

Traffic lights O

Head of Department

J. BAGOT, B.Sc., A.Inst.P.



THE HARRIS COLLEGE

Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF PHYSICS AND MATHEMATICS

Corporation Street, Preston, Lancs.

Telephone: Preston 51831–5

Head of Department
J. BAGOT, B.Sc., A.Inst.P.

THE HARRIS COLLEGE
Principal: H. Wilkinson, M.Sc.Tech., Ph.D., A.Inst.P.

DEPARTMENT OF PHYSICS
AND MATHEMATICS
Corporation Street, Preston, Lancs.
Telephone: Preston 61831-5

FOUNDATION

On the 4th April, 1956, the Minister of Education made a scheme for the establishment of the HARRIS COLLEGE OF FURTHER EDUCATION, formerly the Harris Institute (comprising the Harris Technical College and the School of Art). In the terms of this scheme, and a later amendment to it, the College is housed in premises provided and maintained by the County Borough of Preston and is governed by the HARRIS COUNCIL of twenty-eight members, namely nine members of Preston Education Committee, nine members appointed by Lancashire Education Authority, nine members representative of industry and commerce, and one member representative of the Universities.

THE HARRIS COUNCIL

President: ALDERMAN W. BECKETT, O.B.E., J.P.
(The Right Worshipful the Mayor of Preston)

Vice-President: COUNCILLOR J. HARGREAVES

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Councillor W. Bradshaw
Councillor E. W. Bunker
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Councillor Mrs. C. Sharples, J.P.
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Alderman F. Longworth (Chairman of Lancashire County Council)
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Alderman J. Bradley, J.P.
Councillor H. Catlow
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Councillor F. Ley
Councillor A. R. Pickles
Councillor P. Windham Hall

G. Grenfell Baines, O.B.E., F.R.I.B.A.
F. D. Crowe, B.Sc. (Eng.)., A.F.R.Ae.S.
C. M. Hey, B.Sc.Tech., A.T.I.
R. A. Hornby, F.C.A.
T. M. Naylor, M.Sc., A.M.I.Mech.E.
P. D. Oakley, B.Sc., F.R.I.C.
Alderman J. W. Taylor, J.P., F.C.I.S.
J. W. Walker
A. D. White, B.Sc., A.R.I.C.

Clerk to the Council:

W. R. TUSON, B.Sc., Chief Education Officer, Municipal Building, Preston, Lancs.

RESEARCH COUNCIL

Several departments of the College are actively engaged in research projects, and to assist in the promotion of research the Harris Council has established a Research Fund, appoints Research Assistants and Research Technicians, and has appointed a sub-committee (known as the RESEARCH COUNCIL) to give active support and consideration to research activities. The Research Council is composed as follows—

Chairman: The President of the Harris Council: Alderman W. Beckett, O.B.E., J.P.

Members: The Vice-President of the Harris Council: Councillor J. Hargreaves.
Professor E. R. Dobbs, University of Lancaster.
Dr. E. G. Edwards, Principal, Bradford Institute of Technology.
J. Jones, A.M.I.Mech.E.
Professor J. Lewis, University of Manchester.
P. D. Oakley, B.Sc., F.R.I.C., Member of the Harris Council
A. D. White, B.Sc., A.R.I.C., Member of the Harris Council, and Senior Training Officer, U.K.A.E.A., Risley.
Dr. H. Wilkinson, Principal of the Harris College.
Dr. S. Skidmore, Vice-Principal of the Harris College.

ADVISORY BOARDS

The Harris Council is in the process of establishing Advisory Boards for each department of the College. The function of Advisory Boards is to advise the Harris Council, through the College Principal, on professional and technical matters pertaining to the work of the Department in such a way as to further the educational aims of the Department both regionally and nationally. The College Principal, Vice-Principal and the Head of Department are *ex-officio* members, as also is the Clerk to the Harris Council and the Chief Education Officer of the Lancashire County Authority.

Advisory Board for Chemistry, Biology and Metallurgy

Chairman: Professor J. C. Bevington, Department of Chemistry, University of Lancaster.

Members: L. R. Bays, A.R.I.C., P.A.I.W.E., Chemist and Bacteriologist, Fylde Water Board.
G. Browne, F.R.I.C., Chief Chemist, H.M. Chemical Inspectorate, Chorley.
Dr. V. G. Cove, Works Manager, Mond Division, I.C.I. Ltd., Thornton.
A. N. Edmondson, F.R.I.C., F.T.I., Chief Chemist, Birtwistle and Leigh Ltd., Preston.
Professor K. M. Entwistle, Manchester College of Science and Technology.
Professor W. E. Kershaw, Department of Parisitology and Entomology, University of Liverpool.
Professor J. Lewis, University of Manchester.
Dr. A. A. Miller, Group Pathologist, Preston and Chorley Hospital Management Committee.
P. D. Oakley, B.Sc., F.R.I.C.

Advisory Board for Mechanical, Civil and Production Engineering

Chairman: F. D. Crowe, B.Sc. (Eng.), A.F.R.Ae.S., Director and Chief Engineer, British Aircraft Corporation.

Members: Dr. N. G. Calvert, Department of Fluid Mechanics, University of Liverpool.

I. T. Clowes, A.M.I.Prod.E., I.M.C.T., Chief Machine Tool Designer, English Electric Co. Ltd.

P. E. F. Crewdson, Director, Gilbert Gilkes and Gordon, Kendal.

R. Crook, Preston District Secretary, A.E.U.

J. Drake, C.B.E., B.Sc., M.I.C.E., M.I.Mun.E., P.P.Inst.H.E., Lancashire County Surveyor and Bridgemaster.

Professor J. Loxham, College of Aeronautics, Cranfield.

T. E. Tindall, B.A., Training Manager, Leyland Motors Ltd.

LIAISON WITH INDUSTRY AND COMMERCE

The Department of Education and Science and the Ministry of Technology, in collaboration with Local Education Authorities, have set up a limited number of Industrial Liaison Centres throughout the country, based on technical colleges. The Harris College is to become a centre as soon as an Industrial Liaison Officer is appointed.

The functions of the Industrial Liaison Officer will be to make and maintain contact with local industry and commerce in order to promote an appreciation of technical innovation and to encourage the maximum use of technical and educational advisory services nationally available, including those of the College. He will provide practical assistance to industry in the framing of their technical enquiries, and in seeking out the best sources of information and directing enquirers to them.

The Industrial Liaison Officer will welcome enquiries from large or small organisations in connection with their technical or management problems.

Enquiries concerning College courses should be addressed to the Principal, not to the Industrial Liaison Officer.

TEACHING STAFF

Principal: H. WILKINSON, M.Sc.Tech., Ph.D., A.Inst.P.

Vice-Principal: S. SKIDMORE, B.Sc., Ph.D.(Lond.), F.R.I.C.

Full-time Lecturers

R. N. Abbot, B.Sc., G.I.E.E. E
R. Abrahams B
G. Allen, M.A. (Cantab.) S
R. Anderson, B.A. S
A. Arnison, L.I.O.B., F.B.I.C.C., M.R.S.H. B
J. Ashworth, M.Sc.Tech., A.M.C.T. A.T.I., F.C.S. P
J. A. Askew, M.Sc., Dip.Tech.(Eng.), G.I.E.E. E
J Bagot, B.Sc., A.Inst.P. P
J. W. Bailey, D.F.A. (Lond.) A
Mrs. E. J. G. Bairsto, B.A., F.R.G.S. BA
J. A. Barker, B.Sc. M
D. F. Bates, A.R.C.A. A
D. Baxter, A.I.E.R.E., M.I.S.M., A.M.Inst.E. E
K. Bennett, A.M.I.Mech.E. M
J. J. Betts, B.Sc., Ph.D. (Cantab), Ph.D.(Birm.), F.R.I.C. C
E. L. Bibby, A.M.I.Mech.E., A.M.I.Prod.E., A.I.W.M. M
G. J. Blackledge, B.Sc. P
S. Blake, B.A., Ph.D. C
A. Boom, Dip.Ed. S
H. Bowden, B.A. S
T. H. Bower, A.B.I.C.C., A.R.S.H. B
K. Bowker E
J. Braddock M
J. Brennand M
J. Briscoe, B.Sc., A.M.I.Mech.E. M
S. Britland, B.Sc. C
G. A. Brooke, B.Sc. P
J. A. Burton, A.M.I.Prod.E., A.M.I.Mech.E. M
N. A. Butterworth, C.G.I.A., A.M.I.Mech.E., M.I.Prod.E. M
D. Byford, B.A., Dip.Ed. S
S. R. Cardwell, A.I.A.S., A.I.O.B. B
G. S. Catterall, A.M.I.Prod.E. M
Mrs. B. D. Cave, F.S.C.T., A.F.T.Com. BA
D. M. Clapp, B.Sc., Ph.D., A.M.I.C.E., A.M.I.Mech.E. M
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A. G. Cottom, A.C.W.A. BA
T. H. Cowperthwaite E
T. H. Crisp, M.I.B.S.M. B
J. Cross, A.B.I.C.C. B
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A. Diggles M
J. Ditchfield, F.I.B.D. A
J. Donnelly, B.Sc. C
F. H. Downham E
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R. Duddle, G.I.E.E. E
S. L. Duxbury, B.Sc. M
L. J. Eccles M
R. T. Egerton, B.Sc. P
S. E. Egerton, G.I.E.R.E. E
H. E. G. Emmett, B.Sc., A.R.C.S., M.I.Biol. C
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J. S. Fisher, B.Sc. P
P. J. Gaule, B.Comm.(Dublin) BA
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S. Good, A.R.C.A. A
R. Greenhalgh M
E. S. Greening, B.Sc., A.F.R.Ae.S. P
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C. P. R. Gunstone M
S. Hales M
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D. Q. King, M.A. A
W. S. Kirkpatrick, A.M.I.E.E. E
J. L. Latham, B.Sc., Ph.D., F.R.I.C. C
Miss G. M. Lea, B.A. S
A. Lewis, G.I.E.E. E
J. Lindley B

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D. McKenzie, B.Sc. M
J. M. McMaster S
J. McRory M
D. Maddox S
M. J. Manning, B.Sc.(Eng.), A.F.R.Ae.S. M
D. J. Marks, B.Sc., Ph.D. C
D. P. Marples G
G. R. Marr, M.Sc., A.Inst.P. P
B. Marshall, A.M.I.E.E. E
R. H. Mason M
J. E. Meadows, A.M.I.Mech.E. M
B. Mellody, A.C.A. BA
J. R. Meredith, B.Com.(Lond.), A.M.B.I.M. BA
T. Metcalfe, A.R.C.A. A
J. S. Moorman, B.Sc. P
A. B. Morrison, B.Sc., A.M.I.Mech.E. M
A. Murray M
G. Newton, B.Sc., Ph.D. C
K. Nicholson A
R. J. Nicolle, T.D., M.I.M.I. M
H. Ogden, A.M.I.Mech.E., A.M.I.Prod.E., A.M.I.E.I. M
A. Ottewell, B.Sc., A.I.M. C
B. G. Palfrey, B.A. S
A. Palmer, B.Sc.Tech., A.M.I.E.E. E
J. Paris, M.A., B.Litt.(Oxon.) A
A. G. Parker, M.Sc. M
H. C. Parker, B.Sc.(Eng.), A.M.I.E.E., A.M.I.Mech.E. E
A. E. Parkinson A
Miss I. Parsonage, A.C.I.S. BA
F. K. Pearson, A.M.I.M.I. M
L. Penrice, A.R.C.A. A
A. D. Powell, Cert.R.A.S. A
J. G. V. Proudman, A.M.C.T., A.I.O.B. B
L. J. Pulford, M.R.S.H., M.R.P.A. B
G. T. Ramsden M
K. Redhouse, A.I.O.B., M.R.S.H. B
F. Richardson, B.Sc., Grad.Inst.P., A.R.C.S. P
Miss E. M. Rigg, B.A. BA
J. D. Rimmer, B.Sc. P
H. Roberts, Dipl.Ing., A.M.I.Mech.E. M
C. M. Robinson, D.L.C. G
W. H. Rothwell, B.Sc. C
G. B. Rowbottom, A.M.I.M.E. M
C. A. Russell, M.Sc., Ph.D., F.R.I.C. C
E. Schofield, B.A.(Com.), A.C.I.S. BA
P. P. Schofield M
W. H. Sharples M
A. Sherrington, A.R.I.C. C
R. J. Simpson, B.Sc. E
N. T. Slater, B.Sc., A.M.I.E.E. E
Mrs. T. M. Stableford BA
D. Swift, B.A. S
J. H. Taylor, B.Sc., Ph.D. C
J. M. Taylor, B.Sc. P
A. H. Thompson, A.R.C.A. A
Mrs. J. M. Thompson, Des.R.C.A. A
P. J. Thompson, Dip.Tech. M
J. Tirrell, Dip. Tech. M
J. R. Topping, B.Sc.(Econ.), A.C.C.S., F.R.G.S. BA
J. Unsworth, B.Sc. P
J. E. Varley, B.A. Admin. BA
K. Walker M
A. K. Waller, M.R.S.H., M.R.P.A. B
F. Walmsley, A.M.A.S.E.E., A.M.I.T.E. E
T. D. Walshaw, D.L.C.(Eng.), B.Sc., M.I.Mech.E., M.I.Prod.E., A.M.I.C.E. M
F. Wharton, B.Sc. P
W. Watson, B.Sc.(Eng.) P
F. Whelan M
J. B. Wignall, B.A. P
K. E. Wilder M
J. Wilson, M.A., G.I.E.E. E
R. Wood, A.M.I.Mech.E., A.M.I.Prod.E. M
W. Woodcock, B.Sc. P

Departmental Code

A School of Art
B Department of Building
BA Department of Business and Administration
C Department of Chemistry and Biology
E Department of Electrical Engineering
S Department of Language and Social Studies
M Department of Mechanical, Civil and Production Engineering
P Department of Physics and Mathematics
G Physical Education Lecturers

ADMINISTRATIVE STAFF

Registrar: J. BARNACLE, D.M.A., A.C.C.S.

Secretary to the Principal: Miss F. M. Jones

Senior Clerks:

Vacancy (Examinations and Records)
E. D. Hardman (Finance and Accounts)

Section Clerks :

Miss K. M. Moss
Miss E. Stobbart

Clerks:

Miss M. A. Coop
Mrs. B. M. Crook
Miss M. A. Hoskinson
Miss D. Howarth
Mrs. M. J. Maddock
Miss C. M. Massey
Miss E. Shillito
Miss J. H. Slee
Mrs. C. Taylor
Miss J. S. Webster
Mrs. T. H. Holland

Telephonists:

Mrs P. B. Bamford
Mrs. B. Kerry

College Refectory:

Mrs. M. Hamlyn White (Acting Catering Manageress)

Equipment Maintenance:

E. Davis (Assistant Engineer)
R. Holmes (Assistant Engineer)

Premises Staff

Custodian of Premises: W. H. Hatton

Assistant Caretakers:

J. Anderton
V. S. Baron
M. Fergus
R. Fletcher
H. Mee
W. Pullen
K. Wharton

Groundsman:

G. Cowell

Nightwatchmen:

S. Bitcon
F. S. Miller

Avenham Premises:

J. Crane (Caretaker)

CALENDAR

1965–66 SESSION

1965

Thursday	9th September	General Staff Meeting, 10-30 a.m.
Monday	13th September	Enrolment, first day
Tuesday	14th September	Enrolment, second day
Wednesday	15th September	Enrolment, last day
Monday	20th September	All day and evening classes commence for the Autumn term
Friday	17th December	All departments close for Christmas after evening classes

1966

Monday	3rd January	All classes re-open for the Spring term.
Tuesday	15th February	Prize Distribution and Foundation Address: all evening classes closed
Friday	1st April	All departments close for Easter after evening classes
Monday	18th April	All classes re-open for the Summer term
Friday	27th May	All departments close for Whitsuntide after evening classes
Monday	6th June	All classes re-open
Friday	1st July	All classes close: end of session
Friday	8th July	End of term: submission of reports

1966–67 SESSION

1966

Thursday	15th September	Staff Meeting
Monday	19th September	Enrolment, first day
Tuesday	20th September	Enrolment, second day
Wednesday	21st September	Enrolment, last day
Monday	26th September	Classes commence

Note:

There are other important dates with which students must be familiar, for example closing dates for receipt of examination entries, commencement and termination of sandwich courses. These will be found in the appropriate sections of the prospectus.

ENROLMENT

Students will be enrolled between the times:
10.0 a.m. to 12.30 p.m.
1.30 p.m. to 4-30 p.m.
5-30 p.m. to 8-30 p.m.

on the following days:

Monday, 13th September, 1965
Tuesday, 14th September, 1965
Wednesday, 15th September, 1965

All students must enrol during the times and on the dates stated. **Students who fail to enrol on these dates will be charged a late fee of 10/–.** Postal enrolments cannot be accepted.

A student who wishes to enrol into a course demanding entry qualifications must produce documentary evidence at or before enrolment, for example by production of certificates or a letter from his Headteacher detailing the qualifications gained. Documentary evidence is not required in respect of students who have gained their qualifications at the Harris College.

PERMISSION VOUCHERS

Students resident in the County Borough of Preston or in the administrative area of Lancashire County will be admitted without the formality of an inter-authority voucher.

STUDENTS FROM OTHER LOCAL AUTHORITY AREAS will not be admitted to classes without written permission each year from their Local Education Authority. Such students must obtain a permission voucher and present it at enrolment.

ENROLMENT PROCEDURE

On arrival at the College students should report to the department in which they wish to enrol. The plan of the College on the opposite page shows the blocks in which departments are situated. The rooms in which enrolment takes place in each department are shown in brackets below, viz:

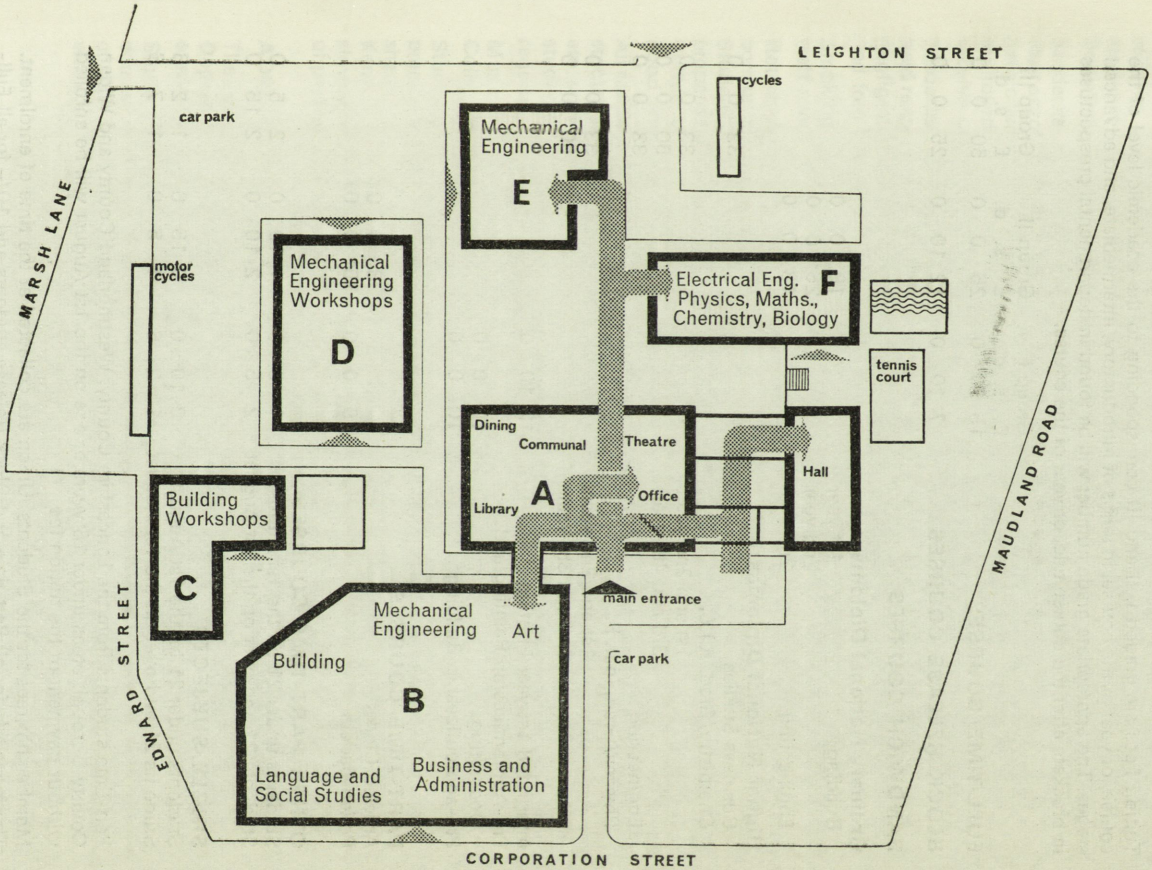
A Block
College Office and enquiries

B Block
School of Art (B7 and B8)
Building Department (B31, B32 and B33)
Business and Administration Department (B45, B46, B47, B48, B49 and B50)
Language and Social Studies Department (B52 and B55)

E Block
Mechanical, Civil and Production Engineering Department (E1, E2 and E3)

F Block
Chemistry and Biology Department (F37)
Electrical Engineering Department (F8, F9 and F10)
Physics and Mathematics Department (courses which include chemistry F35 and F37: other courses F26)

When details of his future course have been determined in the department the student must present his enrolment forms at the College Hall (A Block) for payment of fees.


LEIGHTON STREET
cycles
car park
Mechanical Engineering
E
MARSH LANE
motor cycles
Mechanical Engineering Workshops
D
Electrical Eng. Physics, Maths., Chemistry, Biology
F
tennis court
Dining
Communal
Theatre
Hall
Library
A
Office
Building Workshops
C
main entrance
MAUDLAND ROAD
EDWARD STREET
Mechanical Engineering
Art
Building
B
car park
Language and Social Studies
Business and Administration
CORPORATION STREET

TUITION FEES

Fees must be paid at the time of enrolment, and are not returnable. A student whose employer undertakes to pay fees on his behalf must produce at enrolment a letter from his employer to this effect. Cheques should be made payable to the Corporation of Preston and crossed.

Tuition Fees are graded I, II and III corresponding to the academic level of the course, or year of the course, in terms of introductory, intermediate, and advanced stages. The appropriate grade number will be found in departmental prospectuses in brackets after the course title, or year of the course.

	Group I	Group II	Group III
	£ s. d.	£ s. d.	£ s. d.
FULL-TIME COURSES	15 0 0	25 0 0	50 0 0
BLOCK RELEASE COURSES	7 10 0	12 10 0	25 0 0
SANDWICH COURSES			
Ordinary National Diplomas:			
Building 1st year		18 0 0	
2nd year		25 0 0	
Engineering 2nd year		18 0 0	
Higher National Diplomas:			
Business Studies			33 0 0
Chemistry/Grad. R.I.C.			
1st and 2nd years			33 0 0
3rd and 4th years			50 0 0
Engineering			33 0 0
Physics/Grad. Inst. P.			
1st and 2nd years			33 0 0
2nd and 3rd years			50 0 0
Integrated 1st year Printing	12 10 0		
Pre-Apprenticeship Painting and Decorating	10 0 0		
Pre-apprenticeship Building	10 0 0		
PART-TIME COURSES			
Articled Clerks		3 0 0	
Police Cadets	9 0 0	15 0 0	
OTHER PART-TIME COURSES			
Students under 21 on the 1st August	1 0 0	1 10 0	2 5 0
Students 21 and over on the 1st August	2 5 0	2 10 0	2 15 0
SINGLE SUBJECTS			
Students under 21 on the 1st August	0 10 0	0 15 0	1 2 6
Students 21 and over on the 1st August	1 2 6	1 5 0	1 7 6

Part-time students from the Lancashire County, Westmorland County and Wigan County Borough areas under 18 years of age on the 1st August will be enrolled without payment of the tuition fee.

Membership fees for the Students' Union are collected at the time of enrolment. The fee is 2/– for all Part-time and Block Release students and 10/– for all Full-time and Sandwich Course students (see page xvi).

REGULATIONS

DISCIPLINE

All students are bound by the regulations of the Harris Council. The Principal has the power of suspending students from attendance for any cause which he considers adequate. The Council will exclude from the College premises any student whose continued attendance is undesirable. Suspended or excluded students automatically lose membership of the Students' Union and College Societies.

Students are required to attend punctually and regularly the classes for which they enrol, to perform the homework set, and to sit for the prescribed examinations. Employers who have granted release for attendance at College courses will after the fourth week of session be notified of the absence of their employees, and will receive copies of students sessional reports.

Students must conduct themselves in a quiet and orderly manner. They will be held responsible for and required to make good any damage they may cause due to negligence or wilfulness. They are expected at all times to keep the College tidy and free from litter.

Smoking within the College buildings is prohibited, except in the Coffee Lounge, staff rooms, common rooms, and assembly areas at permitted times.

Hot cooked foods must not be brought into the College, and food must not be consumed on the premises other than in the Dining Room and Coffee Lounge. Students who wish to bring packed meals, such as sandwiches and other cold prepared foods, may do so but they must take their meals at the fixed tables in the Coffee Lounge. Students may have the loan of a plate if they purchase a drink. Food wrappings must be deposited in the litter bins provided.

All forms of gambling and card playing on the premises or within the precincts are strictly prohibited, whether or not legally permissable; except that card games are permitted in the Student Meeting Room during lunch and tea intervals for students who have joined the College Card Club, provided that the room is not required for Union business or other purposes.

Musical instruments including transistor radios, must not be played on the College premises except by arrangement with the Principal.

Students must not drive motor cars, cycles or scooters around or within the College premises in break periods. Parking is restricted to the official car parks and cycle sheds; it is prohibited in the areas near the Corporation Street entrance and in Kendal Street. Cars, motor cycles, scooters, and pedal cycles must travel very slowly in the College precincts, and should use the entrance nearest to the point of parking. Roadways must be kept clear in case of emergencies.

ADMISSION

The enrolment of a student into a course must have the approval of a Head of Department. Students may not attend classes until they have completed all enrolment formalities.

Students must satisfy the Principal, through the Heads of Departments, that their educational attainments are such as qualify them for admission to the proposed course. Prospective students should produce their school reports and records when interviewed.

For entry to senior part-time day or evening courses students should normally have continued in full-time education until the age of 16. Students under 16 are not admitted except to courses specifically provided for students aged 15–16, or where they have hitherto continued in full-time education and will shortly attain the age of 16 years.

Students under 16 years of age whose previous education has not sufficiently prepared them to enter the senior part-time day or evening course of their choice should attend a Junior Evening Institute where preparatory courses may be undertaken. Alternatively, the Day Continuation College at Alston Hall provides preparatory courses for those whose employers are prepared to release them for one day each week.

PROMOTION

To qualify for certificates and to pass on to the higher years of a course it is necessary that students should :—

(a) reach a certain standard of attainment, tested by examinations held at the end of the Session, and

(b) have made satisfactory progress during the Session, based on records of attendance homework and classwork.

ENTRY TO EXAMINATIONS

All students are required to take prescribed internal or external examinations at the end of the course. There are no examination fees for purely internal examinations of the College.

Each student is responsible for his own entry to external examinations, and must complete the appropriate entry form and return it to the College office. Examination fees must be paid by the student at the time of entry: accounts cannot be sent to employers.

Students will not be informed individually of the last dates of entry or of timetables of examinations, but these will be published on departmental notice boards. The last dates of entry for the undermentioned examinations are :—

Assessed papers for National Diploma courses, including endorsements	16th December, 1965
Union of Lancashire and Cheshire Institutes, series A	22nd January, 1966
Assessed papers for National Certificate courses, including endorsements	4th February, 1966
General Certificate of Education papers (N.U.J.M.B.)	11th February, 1966
Union of Lancashire and Cheshire Institutes, series B and C	18th February, 1966
City and Guilds of London Institute	23rd February, 1966
Royal Society of Arts, Summer series	6th May, 1966

Students who do not enter by these dates may well be excluded from taking the examination, and even if accepted a late fee of up to £3 will be payable.

Students who take the examinations of the Union of Lancashire and Cheshire Institutes, Royal Society of Arts, the City and Guilds of London Institute, or General Certificate of Education examinations, will be called upon to pay the examination fees of these bodies.

Each student entering the final examination for Ordinary or Higher National Certificates and Diplomas must pay an entry fee of 7s. 6d. per subject, in addition to the examination fee charged by the external examining body whose examinations are adopted. In the event of a Joint Committee agreeing to the re-examination of a student in a subject, the student will be required to pay the full cost of the re-examination, or to share the cost proportionately should more than one student be involved in the same re-examination.

PERSONAL PROPERTY

The Council cannot accept responsibility for the safety of students' property. Property found on the premises will be handed to the Custodian of Premises, and a student wishing to reclaim lost property or to make enquiries should see the Custodian and be prepared to offer evidence of ownership.

Bicycles should be locked, motor cycles and cars should be immobilised and locked whilst on the premises.

Cloak lockers are available in all departments for students' use. Full-time, sandwich and block release course students may be allocated lockers for the duration of the course. Part-time students may use a locker during the day and/or evening spent in the College. Lockers should be secured by the students' own padlocks. Part-time students must remove locker contents and padlocks when leaving the College for the day.

PROTECTIVE CLOTHING, HEALTH AND SAFETY

Students are required in the interests of cleanliness, health and safety to provide themselves with the recommended kind of protective clothing which must be worn in workshop and laboratory classes. Workshop and laboratory clothes must not be worn whilst attending lectures or whilst in the Communal block.

Students must use all protective devices provided.

Students should not attend the College from a house in which there is infectious illness. Cases should be promptly reported to the Registrar.

FLOOR PROTECTION

It is regretted that ladies wearing stiletto heels will have to be refused admission to parts of the premises where damage to the floor would result.

Ordinary footwear will only be permitted in the Hall when the floor drugget is laid. Plimsolls or a suitable alternative will be required for playing games in the Hall or for dancing.

GENERAL INFORMATION

GRANTS

Full-time or College-based Sandwich Course students qualified for admission to he College may apply to the Local Education Authority for the area in which they permanently reside for a grant of fees and maintenance. Works-based Sandwich Course students may also be eligible for financial assistance where the employer does not pay fees or wages during the College periods of a course, or where only partial financial support is offered by the employer.

NATIONAL CERTIFICATE AND DIPLOMA COURSES

Ordinary National Certificates are awarded at the end of a two year senior course of part-time study. Higher National Certificates are awarded at the end of a further two year advanced course of study.

Ordinary National Diplomas and Higher National Diplomas are corresponding awards following courses of full-time study.

Awards in each case are made by the Department of Education and Science in conjunction with one or more of the following :—

Royal Institute of British Architects
National Joint Council for the Building Industry
Royal Institution of Chartered Surveyors
Royal Institute of Chemistry
Institution of Civil Engineers
Institution of Electrical Engineers
Institution of Mechanical Engineers
Institution of Production Engineers
National Joint Council for Metallurgy
Institute of Physics and the Physical Society
Institution of Structural Engineers
Various professional bodies in Accounting and Commerce

Conditions of award

To receive an award a candidate must normally

(a) make not less than 60% of the possible attendances in each subject in each year of the course for the award of a certificate, or 80% for the award of a diploma,

(b) obtain not less than 40% of the possible marks in EACH subject in the examination held at the end of each year,

(c) obtain not less than 40% of the possible marks obtainable in EACH year for homework, class work, laboratory work, etc., taken separately, in EACH subject for which such marks are to be awarded, and

(d) obtain not less than 50% of the grand total of marks obtainable in the final year. Of this total the possible marks in the examinations constitute 70% and the remaining 30% will be the possible marks for home work, class work, laboratory work, etc.

A " Distinction " may be awarded to any candidate qualified to receive a certificate or diploma who, in the opinion of the examiners, has shown special merit in the Final Examination and his certificate may be specially endorsed with the name or names of the subjects in which he has thus distinguished himself.

STUDENTS' UNION

The Harris Students' Union is organised and governed by students. It arranges general social activities, provides a means of helping the formation of student societies, and maintains contact with the students of other colleges. It is affiliated to the National Union of Students.

The membership fee is 10/- for full-time students, 2/- for part-time day and evening students. A membership card will be issued entitling students to participate in all social activities and to join any student society or club, and to vote in the election of members to the Executive Committee.

All clubs and societies in the College are affiliated to the Students' Union, and special subscriptions may be required for membership of particular clubs and societies. A Student Union Handbook, issued free to members, describes the activities of the Union.

Officers of the Students' Union:

President:	Mr. R. D. Johnson
Vice-President:	Mr. G. Nickson
Secretary:	Mr. D. Broadbent
Student Treasurer:	Mr. J. F. Stackhouse
Hon. Treasurerr	Mr. D. Swift

Dances and other major social events are regularly arranged in the College and in the town. A Common Room and an Office are allocated exclusively to the use of the students and recreational facilities are available elsewhere by arrangement with the Lecturer in Physical Education. The Union owns certain equipment for sports and games.

Enquiries concerning student activities should be addressed to the Secretary. Harris Students' Union, Corporation Street, Preston.

COLLEGE COLOURS

A Harris College blazer badge, scarf and tie, designed by the School of Art and approved by the College Governors, are on sale at Messrs. Hellewells, Lune Street, Preston.

MEETINGS OF SOCIETIES AND PROFESSIONAL BODIES

Lecture Meetings of Societies and professional bodies are frequently held in the College.

Notices of the Lectures will be displayed in the main entrance foyer during the session. Individual students and members of staff are welcome to attend. Application for groups to attend should be made through the Principal to the local Secretary of the organisation.

THE COMMUNAL BLOCK

This section of the recent extension to the Harris College provides improved facilities for the educational, social and recreational enjoyment of the students and staff. Besides administrative accommodation and a fully equipped Theatre for both lectures and drama, there is a Dining Room and Coffee Foyer, a Students' Common Room, Students' Union Office and Meeting Room. The Library is also situated in this building.

An unusual feature is the Recreation Hall. The Hall will be reserved at certain times for examinations, and occasionally for ceremonies or exhibitions, but at other times it is available to student groups, societies, and individuals, for games and a very wide variety of physical activities. The bridge over the North courtyard, leading to the Hall, contains changing rooms and showers.

The College stationery shop is open on three occasions during the day, namely 8.45 a.m. to 9.15 a.m., 1.00 p.m. to 2.00 p.m., and 6.45 p.m. to 7.30 p.m. Students may purchase the usual items of stationery, and also special laboratory and note books necessary for many courses.

REFECTORY SERVICE

The Dining Room is open from 12.15 p.m. to 1.45 p.m. for lunch. Tea or coffee after lunch may be taken in the adjacent Coffee Foyer. A selection of courses at various prices is available.

Light teas or cooked meals are normally available from 4.30 p.m. to 7.0 p.m.

In addition to meals, tea or coffee or soft drinks will be available in the Coffee Foyer during set periods to cover mid-morning or afternoon breaks between classes. Service from trolleys is available elsewhere at the same times.

Staff and Students are requested to observe any restrictions on smoking in the Refectory premises.

Requests for any special catering should be made in the first instance to the Registrar, well in advance of the occasion.

OUTSIDE ACCOMMODATION

Shortage of accommodation makes it necessary for some classes to be held outside the main College premises. These classes are indicated by room number prefixes as follows :—

Av.	Avenham (School of Art annexe)
Ct.	Cheviot Street workshop (off Strand Road)
De.	Deepdale County Secondary School
Ty.	Trinity County Secondary School
P.R.I.	Preston Royal Infirmary

LIBRARY

Librarian: A. LAWRENCE, A.L.A.

Assistant Librarians: T. Harrison, B.A., A.L.A.
G. W. Smith, A.L.A.

Librarian Assistants: Mrs. C. A. Blackledge
Miss J. A. Clarkson (on secondment)
Miss C. M. Rogers

The College Library, which is available to all students for reference purposes, has at present a stock of some 14,000 books, together with several thousand bound volumes of periodicals. 350 current journals are received.

The Library has facilities for photocopying and micro-filming. Students may obtain photo copies of diagrams or articles from text books or periodicals on application to the Library staff. A charge is made to cover the cost of materials.

The library is a Local Agent for the National Lending Library, a member of ASLIB, and the North Western Regional Library System. A full up-to-date set of British Standard Specifications is maintained.

From time to time the library publishes bulletins and bibliographies on special subjects which are also available to industry. Firms wishing to avail themselves of this service should contact the Librarian.

The Library is open from Monday to Friday at the following times:—

During term time: 9.00 a m. to 9.00 p.m.
During vacations: 9.00 a.m. to 5.00 p.m. (Students using the Library in vacation periods may obtain lunches in the Refectory, provided lunch is ordered early each day by the student entering his name on the sheet provided for this purpose at the Enquiry Office counter).

Strict silence must be observed within the library precincts. Smoking is forbidden. Students are requested to leave their cases and bags in the racks provided at the library entrance.

PHYSICAL EDUCATION AND RECREATION

Lecturer in Physical Education: C. M. ROBINSON, D.L.C.

Assistant Lecturers: D. P. Marples, Dip.P.E., Carnegie College (on secondment)
J. Gridley, A.G.A.
Mrs. B. J. Harrison, Dip.P.E., Dartford College.

Part-time staff:

A. Crowther
W. Higham
I. Thompson, B.A., B.T.A.
J. Worsley A.F.A.

The Recreational Hall is equipped with fixed apparatus which, together with portable apparatus and equipment the College possesses, allows the pursuit of the following activities:—

Athletics
Badminton
Basket ball
Canoeing and sailing
Cricket
Dance
Fencing
Five-a-side football
Golf
Judo
Mountaineering
Netball
Olympic gymnastics
Soccer and rugby training
Table tennis
Tennis (hardcourt)
Trampolining
Volley ball
Weight training and lifting

Detailed timetables are published on notice boards. College sports clubs, affiliated to the Students' Union, are given priority in the evenings.

Lectures and films on a variety of activities, and inter-departmental and inter-College tournaments and competitions, are arranged throughout the session.

From time to time arrangements are made for parties to engage in outdoor activities in vacation periods, for example ski-ing (in Switzerland), and rock climbing, canoeing, pony trekking, etc.

The Mountaineering Club arranges visits to the Lake District and North Wales for rock climbing, rambling and canoeing. For full-time students one week courses in mountain activities are arranged.

Students must change into plimsolls and suitable clothing before taking part in games. Separate changing rooms for males and females are accessible direct from the Hall.

The recreational facilities of the College are available to all students enrolled into an academic course without payment of a further fee. Anyone interested in any of the activities detailed should contact the Lecturer in Physical Education at enrolment or as soon as possible afterwards.

Scheduled classes

The activities detailed above are primarily intended for students enrolled into one of the College's eight academic departments. Persons not registered as students for academic courses may be admitted to certain scheduled classes in physical education, so far as places are available. A tuition fee will be payable in respect of each scheduled class joined. In addition the Student Union membership fee of 2/- will be collected.

In order to give regular students priority, persons who wish to enrol for physical education classes alone are not accepted until the fourth week in the session.

No person may be admitted to these classes who is less than 16 years of age on the 1st August, 1965.

Further details may be obtained from the Lecturer in Physical Education.

DEPARTMENT OF PHYSICS AND MATHEMATICS

Telephone – Preston 51831–5 Ext 7

Head of Department

J. Bagot, B.Sc., A.Inst.P.

FULL-TIME STAFF

Senior Lecturers in Mathematics

W. Woodcock, B.Sc.
J. D. Rimmer, B.Sc.

Senior Lecturers in Physics

J. M. Taylor, B.Sc.
G. R. Marr, M.Sc., A.Inst.P.

Lecturers in Physics

F. R. Dean, M.Sc., A.Inst.P., A.T.I.
E S Greening, B.Sc., A.F.R.Ae.S.
J. Unsworth, B.Sc.

Lecturers in Mathematics

J. Ashworth, M.Sc.Tech., A.M.C.T., A.T.I., F.C.S.
G. J. Blackledge, B.Sc.
J. S. Moorman, B.Sc.
J. B. Wignall, B.A.

Assistant Lecturers

G. A. Brooke, B.Sc.
R. T. Egerton, B.Sc.
J. S. Fisher, B.Sc.
R. Hodgkinson, B.Sc.
A. R. Howells, B.Sc., Grad.Inst.P.
S. B. Lucas, B.Sc.
F. Richardson, B.Sc., A.R.C.S., Grad Inst.P.
W. Watson, B.Sc.(Eng.)
F. Wharton, B.Sc.

PART-TIME STAFF

D. W. Addison, B.Sc.
R. Barlow
C. P. Brightling, B.Sc.
J. V. Bromiley, B.Sc., A.Inst.P.
K. Burgin, B.Sc., D.C., Ae.S.
K. Burrell, B.Sc.
P. G. Craven
W. A. Crookes, B.Sc.
A. J. Davey
J. A. Edwards, B.Sc.
D. R. Evans
T. Evans, B.Sc.

A. B. Farley Hills, B.A.
E. S. Greening, B.Sc.
M. A. Greenwood, B.Sc.
C. Harling, B.Sc.
R. C. Harris, B.Sc.
T. Herrod, B.Sc.
G. W. Heywood
N. D. Holdsworth, B.Sc.
W. H. Huckle, A.M.I.C.E.
G. Littlewood, B.Sc.
J. B. Maw, B.Sc., A.M.I.Mech.E., A.F.R.Ae.S.
A. J. Meadowcroft, A.M.I.E.E., L.Inst.P.
A. S. Bolivine, B.Sc.
G. C. Parker
J. F. Pearson, B.Sc.
H. Phillips, G.R.Ae.S.
K. Pinder, B.Sc.
D. K. Potter, B.A. (Eng.)
J. P. Richardson, B.Sc.
D. Roberts
D. E. Shaw, B.Sc.
R. J. Simpson, B.Sc.
F. Skuse, Ph.D.
G. Slattery, Ph.D., M.Sc., A. Inst.P.
K. Smith
B. Standing
J. Walker, B.Sc.
J. G. Walker, B.Sc.
T. H. Wareing, A.R.I.C.
R. N. Yeadon

Senior Laboratory Technician

Vacant

Laboratory Technician

D. J. Ward

Laboratory Technician (Photographic)

S. Hayes

Laboratory Assistants

V. Odehnal
Miss J. S. Killick

LIST OF COURSES

Full-Time and Sandwich page

Graduateship of the Institute of Physics 208
Higher National Diploma in Applied Physics 208
General Certificate of Education (Advanced Level) 211

Part-Time Day

Diploma in Mathematics (Technology) 212
Licentiateship of the Institute of Physics 213
Higher National Certificate in Applied Physics 213
Ordinary National Certificate in Applied Physics 214
General Certificate of Education (Ordinary Level) 215
Photography: Intermediate and Final C.G.L.I. 215

Evening

Statistics: Registered Statistical Assistant, Intermediate and Final examinations of the Association of Incorporated Statisticians 216
Diploma in Mathematics (Technology) 216
Diploma in Mathematics 217
Electronics 218
X-Rays 218
High Vacuum Technology 218
General Certificate of Education (Advanced Level) 217
Ordinary National Certificate in Applied Physics 217

Special Courses

Radiation Protection 218
Treatment of Experimental Data 218
Laboratory Arts 218
Introduction to Use of Electronic Computers 218
Physical Principles of Non-Destrictive Testing 218

IMPORTANT DATES

SANDWICH COURSE

GRADUATESHIP OF THE INSTITUTE OF PHYSICS

This course is of four years duration leading to the final professional examination of the Institute of Physics.

In each of the first two years, students will spend alternate periods in industry and in full-time study at the College, as follows:

College—October to April

Industry—April to October

Arrangements for the industrial training periods will be made by the College.

The third and fourth years of the course will each consist of nine months full-time study at the College.

Examinations and Awards

At the end of the third year students will qualify by success in an internal examination for the award of a Higher National Diploma in Applied Physics. This award will enable the student to claim exemption from Part 1 of the Graduateship examination of the Institute of Physics.

At the end of the fourth year students will present themselves for the Part 2 Graduate examination which is equivalent to a good honours degree in Applied Physics.

Conditions of Entry

Students wishing to enter this course should either

(a) have obtained a good pass in the Ordinary National Certificate in Applied Physics and preferably have passed the Ordinary level of the General Certificate of Education in English Language,

or

(b) have passed the General Certificate of Education at Advanced level in Physics, have studied Mathematics to the same level, and have passed the Ordinary level in English Language and two other subjects.

For further details and application forms, intending students should apply to the Head of Department.

1st YEAR (III) (24 weeks)

Room	Day	Time	Subject	Lecturer	Class No
F26	M	9.00–10.00	Mathematics	J. B. Wignall	P1
Library		10.00–11.00	Private Study		P2
F32		11.15–12.15	Electronics	G. R. Marr	P3
F11		1.45–2.45	Mathematics	J. B. Wignall	P4
F11		2.45–5.15	Engineering Workship		P5

Room	Day	Time	Subject	Lecturer	Class No
F27	Tu.	9.00–10.00	Computation and Statistics	J. B. Wignall	P6
F32		10.15–11.15	Electronics	G. R. Marr	P7
F32		11.15–12.15	Physics Theory	A. R. Howells	P8
F32		1.45–2.45	Physics Theory	J. Unsworth	P9
F32		3.00–5.15	Private Study		P10
F18	W	9.00–12.30	Laboratory	J. Unsworth	P11
F33		1.45–2.45	Physics Theory	J. Unsworth	P12
F33		3.00–4.00	High Vacuum Technology	J. Bagot	P13
B41	Th.	9.00–10.00	Liberal Studies	M. Sharman	S353
F18		10.15–12.30	Laboratory	A. R. Howells	P14
E22		1.45–3.45	Engineering Drawing		P15
F33		4.00–5.00	High Vacuum Technology	J. Bagot	P16
F27	F	9.00–10.00	Mathematics	T. B. Wignall	P17
F26		10.00–11.00	Physics Theory	A. R. Howells	P18
F26		11.15–12.15	Liberal Studies		393/406
F16		2.00–3.00	Chemistry Theory		C262
F46		3.00–5.00	Chemistry Practical		C263

2nd YEAR (III) (24 weeks)

Library	M	9.00–10.00	Private Study		P19
F26		10.00–11.00	Mathematics	J. B. Wignall	P20
F26		11.15–12.15	Electronics	J. M. Taylor	P21
E16		1.45–5.00	Applied Engineering		P22
F26	Tu.	9.00–10.00	X-Ray Technology	D. O. Hughes	P23
F26		10.00–11.00	Mathematics	J. B. Wignall	P24
F26		11.15–12.30	Physics Theory	J. Unsworth	P25
F27		1.45–4.15	Computation/ Statistics	W. Woodcock	P26
F27		4.15–5.15	Physics Tutorial	D. O. Hughes	P27
F26	W	9.00–10.00	Mathematics	J. B. Wignall	P28
F26		10.00–11.00	Electronics	J. M. Taylor	P29
F26		11.15–12.30	Physics Theory	D. O. Hughes	P30
F18		1.45–5.15	Physics Laboratory		P31
F32	Th.	9.00–10.00	Physics Theory	D. O. Hughes	P32
F32		10.15–12.15	Nuclear Physics	J. M. Taylor	P33
F33		1.45–2.45	Liberal Studies		S358
F33		2.45–3.45	Physics Theory	J. Unsworth	P34
Library		3.45–5.00	Private Study		P35
F26	F	9.00–10.00	Physics Theory	J. Unsworth	P36
F27		10.00–11.00	Computation/ Statistics	W. Woodcock	
F27		11.15–12.15	Liberal Studies		
F18		1.45–4.45	Laboratory		P38

3rd YEAR (III) (35 weeks)

Room	Day	Time	Subject	Lecturer	Class No
F32	M	9.00–10.00	Electronics	J. M. Taylor	P39
F32		10.00–11.00	Mathematics	G. T. Blackledge	P40
F27		11.15–12.30	Computation/ Statistics	J. S. Moorman	P41
F33/22		1.45–5.00	Spectroscopy	D. O. Hughes	P42
F32	Tu.	9.00–10.00	Physics Theory	J. M. Taylor	P43
F18		10.15–12.30	Physics Laboratory	J. M. Taylor	P44
F18		1.45–5.00	Physics Laboratory	G. R. Marr	P45
F27	W	9.00–10.30	Computation/ Statistics	J. S. Moorman	P46
F33		10.30–11.00	Private Study		P47
F33		11.15–12.15	Electronics	J. M. Taylor	P48
F32		1.45–3.15	Physics Theory	J. M. Taylor	P49
F11	Th.	9.00–10.00	Mathematics	G. J. Blackledge	P50
		10.00–11.00	Private Study		P51
F33		11.15–12.30	Physics Theory	G. R. Marr	P52
B41		1.45–2.45	Liberal Studies	M. Sharman	S359
F32		2.45–5.15	Photography	M. Evison	P53
F32	F	9.00–10.15	Electronics	J. M. Taylor	P54
F32		10.15–11.15	Mathematics	G. T. Blackledge	P55
F32		11.15–12.15	Liberal Studies		
Library		1.45–2.45	Private Study		P56
F26		2.45–3.45	Tutorial	G. R. Marr	P57
F26		3.45–5.15	Physics Theory	G. R. Marr	P58

4th YEAR (III) (35 weeks)

M	9.00–10.00	Properties of Matter I	G. R. Marr
	10.00–11.00	Tutorial	
	11.15–12.15	Private Study	
	1.45–5.00	Spectroscopy	D. O. Hughes
Tu.	9.00–10.00	Physics Theory	J. M. Taylor
	10.00–12.00	Practical Project	
	1.45–4.45	Practical Project	
W	9.00–10.30	Properties of Matter II	G. R. Marr
	10.30–12.30	Private Study	
	1.45–3.15	Physics Theory	J. M. Taylor
Th.	9.00–10.00	Optics	F. R. Dean
	10.00–11.00	Tutorial	D. O. Hughes
	11.15–12.15	Physics Theory	G. R. Marr
	1.45–5.00	Physics Laboratory	A. R. Howells
F	9.00–10.00	Private Study	
	10.00–11.00	Electronics	
	11.00–12.30	Private Study	
	1.45–2.45	Library	
	2.45–3.45	Physics Theory	A. R. Marr
	3.45–5.00	Tutorial	

FULL-TIME COURSES

GENERAL CERTIFICATE OF EDUCATION ADVANCED LEVEL

The department combines with the Department of Chemistry and Biology to provide a two-year full-time course for the Advanced Level of the General Certificate of Education. Students who include Chemistry and/or Biology amongst their subjects will be enrolled by the Department of Chemistry and Biology and full details of classes and of qualifications for enrolment are to be found in that department's section of the Prospectus. All students enrolling for Physics and/or Mathematics must consult the Head of the Department of Physics and Mathematics before completing their enrolment. They will normally be expected to have passed the G.C.E. (Ordinary) examination in Mathematics, Physics and English Language.

The Mathematics and Physics classes are enumerated below. The classes in Computation will present methods of solving problems numerically with practice in the use of desk hand calculating machines. Encouragement will be given to students who wish to present themselves for the G.C.E. at 'A' level in Mathematics and Computing of the Associated Examining Board.

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F11	M	9.00–10.00	Mathematics	S. B. Lucas	P85
F11		10.00–11.00	Physics Theory	F. Richardson	P86
F20		11.00–12.30	Physics Laboratory	F. Richardson	P87
F21		2.00–3.00	Mathematics	S. B. Lucas	P88
F26		3.00–4.00	Physics Tutorial	M. Evison	P89
F27		4.15–5.15	Theoretical Mechanics	J. B. Wignall	P90
F11	Tu.	10.00–11.00	Mathematics	S. B. Lucas	P91
F26		3.00–4.00	Theoretical Mechanics	J. B. Wignall	P92
F32	W	9.00–10.00	Physics Theory	M. Evison	P93
F11		10.00–11.00	Physics Tutorial	M. Evison	P94
F32		10.00–11.00	Theoretical Mechanics	J. B. Wignall	P95
		11.15–12.15	English Usage	B. Palfrey	S327
F20		1.30–3.00	Physics Laboratory	F. Richardson	P96
F26	Th.	9.00–10.00	Physics Theory	M. Evison	P97
B12		10.00–11.00	Physics Tutorial	M. Evison	P98
F26		10.00–11.00	Mathematics	S. B. Lucas	P99
F26		11.15–12.15	Theoretical Mechanics	J. B. Wignall	P100
F27		1.30–3.00	Computations	J. S. Moorman	P101
F20		3.00–5.00	Mathematics Laboratory		P102
	F	1.45–2.45	Liberal Studies		
F11		2.45–3.45	Electronics	R. Hodgkinson	P103
F33		4.00–5.00	Electronics	R. Hodgkinson	P104

2nd YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F27	M	9.00–11.00	Computations	J. D. Rimmer	P105
F33		11.00–12.15	Mathematics	J. D. Rimmer	P106
F26		1.45–3.00	Theoretical Mechanics	J. S. Moorman	P107
F33		3.00–4.00	Physics Theory	G. R. Marr	P108
F20/21		4.00–5.30	Physics Laboratory	M. Evison	P109
				F. R. Dean	P110
F11	Tu.	9.00–10.00	Mathematics	J. D. Rimmer	P111
F27		10.15–11.15	Computations	J. D. Rimmer	P112
F45		2.45–3.45	Use of English	B. Palfrey	S300
F33	W	9.00–10.30	Physics Theory	D. O. Hughes	P113
F20		11.00–12.30	Physics Laboratory B	F. R. Dean	P115
F11		11.00–12.30	Physics Tutorial A	G. R. Marr	P114
F26		1.45–3.00	Mathematics	J. D. Rimmer	P116
F33	Th.	9.00–10.00	Physics Theory	G. R. Marr	P117
F33		10.00–11.00	Theoretical Mechanics	J. S. Moorman	P118
F20		11.15–12.30	Physics Laboratory A	M. Evison	P119
F11		11.15–12.30	Physics Tutorial B	D. O. Hughes	P120
F32		2.00–3.00	Mathematics	J. D. Rimmer	P121
F26		3.15–4.15	Theoretical Mechanics	J. S. Moorman	P122
F26		4.15–5.15	Electronics	A. R. Howells	P123
F32	F	3.15–4.15	Theoretical Mechanics	J. S. Moorman	P124

PART-TIME COURSES

DIPLOMA IN MATHEMATICS (TECHNOLOGY) (III)

This is a three-year course of study in preparation for the examinations of the Board of the Mathematical Association. The objective of the Diploma is to produce evidence of professional status for persons who do not hold a University Degree in Mathematics or a Diploma in Technology. The entrance requirement is a G.C.A. 'A' level pass in Mathematics, or a good Ordinary National Certificate or an equivalent qualification.

The examination for the Diploma will be taken in two parts. The Part I examination is a qualifying examination only and is taken at the end of the first year. The Part II examination is taken at the end of the third year.

1st YEAR

Part I

Room	Day	Time	Subject	Lecturer	Class No
B16	W	9.00–10.15	Mathematics		P130
F27		10.30–12.30	Numerical Analysis	W. Woodcock	P131
B41		1.45–3.00	Mathematics		P132
F27		3.15–5.15	Statistics	W. Woodcock	P133

2nd YEAR

Part II

F27	Th.	9.00–10.30	Numerical Analysis	J. D. Rimmer	P134
B41		10.45–12.15	Mathematics		P135
F26		1.45–3.15	Mathematics		P136
F27		3.15–5.15	Numerical Analysis	J. D. Rimmer	P137

LICENTIATESHIP OF THE INSTITUTE OF PHYSICS (III)

Holders of the Higher National Certificate in Applied Physics may be elected to the Licentiateship of the Institute of Physics after obtaining an endorsement to their certificate. The course of study for the endorsement includes a selection of three out of the following topics: Spectroscopy, Nuclear Physics, Further Electronics, and a Project. Assessed papers have to be taken in the theoretical subjects. The course may be completed in one year or extended over two years.

Room	Day	Time	Subject	Lecturer	Class No
F33	M	1.45–5.00	Spectroscopy	D. O. Hughes	P42
F18	W	6.30–9.30	Practical Work	J. Bagot	P138
F32	Th.	10.15–12.15	Nuclear Physics	J. M. Taylor	P33
F18		2.00–5.00	Practical Work	A. R. Howells	P139
F33/18		6.30–9.30	Further Electronics		P140

HIGHER NATIONAL CERTIFICATE IN APPLIED PHYSICS (III)

The normal entry to this two year course is from the National Certificate course. The Higher National Certificate gives exemption from Part 1 of the Graduateship examination of the Institute of Physics provided that at least 60 per cent. of the total marks are obtained. The Applied Physics subjects include High Vacuum Technology, X-rays including Crytallography, Electronics with particular reference to temperature control, measurement and nuclear instrumentation.

1st YEAR

Room	Day	Time	Subject	Lecturer	Class No
F33	M	9.00–10.00	Physics Theory	G. R. Marr	P141
F33		10.00–11.00	Physics Theory	J. Unsworth	P142
F18		11.15–12.45	Physics Practical	J. Unsworth	P143
F32		2.00–4.30	Mathematics		P144
F32/18		6.00–9.00	Applied Physics	A. J. Meadowcroft	P145
				G. Slattery	P146

2nd YEAR

F33	M	9.00–10.00	Physics Theory	G. R. Marr	P147
B41		10.00–12.45	Mathematics		P148
F18		2.00–4.00	Physics Practical	F. Richardson	P149
F26		4.00–4.45	Physics Theory	F. Richardson	P150
F32/18		6.00–9.00	Electronics	J. V. Bromiley	P151

PRE-DIPLOMA IN TECHNOLOGY COURSE (II)

This course is arranged for those who are at present engaged in industry but plan to enter university at the termination of the course. In most cases entrants will already have the advanced level certificate in either Mathematics or Physics or both.

Room	Day	Time	Subject	Lecturer	Class No
B12	W	9.00–10.30	Mathematics	G. Blackledge	P194
B12		10.45–12.15	Applied Physics	A. R. Howells	P195
F27		1.45–3.15	Numerical Analysis and Statistics	W. Woodcock	P196
F32		3.30–5.00	Nuclear Physics	F. Richardson	P197

ORDINARY NATIONAL CERTIFICATE IN SCIENCES (II)

The Ordinary National Certificate in Sciences is a two year day-release course. Entry to the course will be either by passing the G.C.E. Ordinary level examination in four subjects e.g. Mathematics, Physics, Chemistry and English or by obtaining a certificate in the General Course in Sciences with passes in three subjects including Mathematics and a science at Credit level.

The first four terms will be devoted to a basic study of Mathematics, Physics and Chemistry together with English and General Studies. At the end of this course candidates will sit assessed theory papers in Mathematics, Physics and Chemistry. During the remaining two terms, candidates will study one elective subject which may be Applied Physics or Mathematics.

The course is designed to give a thorough training in fundamental science for those engaged in research, control, or production processes whose work involves physical measurement or instrumentation. Training is given in the basic laboratory skills, in the elements of drawing, and the course includes the fundamentals of temperature measurement and control, and electronics particularly as applied to instrumentation along with introductory work in X-rays and High Vacuum technology which are treated more fully at the Advanced Level.

1st YEAR

Group A (O1A) (New regulations)

Room	Day	Time	Subject	Lecturer	Class No
F11	W	9.00–10.00	Physics Theory	R. Hodgkinson	P152
		10.00–11.30	Liberal Studies		
F38/41		11.30–12.30	Chemistry Theory	A. Sherrington	C202
F41		2.00–3.30	Chemistry Practical	A. Sherrington	C203
F21		3.45–5.15	Physics Practical	R. Hodgkinson	P153
F33		6.30–9.00	Mathematics	T. H. Wareing	P154

Group B (01B) (New regulations)

B18	W	9.00–10.00	Mathematics	S. B. Lucas	P155
		10.00–11.30	Liberal Studies		
F38/41		11.30–12.30	Chemistry Theory	S. Britland	C204
F42		2.00–3.30	Chemistry Practical	S. Britland	C205
F26		3.45–5.15	Mathematics	S. B. Lucas	P156
F21		6.30–9.00	Physics	M. Evison	P157

ORDINARY NATIONAL CERTIFICATE IN APPLIED PHYSICS (II)

3rd YEAR (Old regulations)

Room	Day	Time	Subject	Lecturer	Class No
F33	Tu.	9.00–10.30	Physics Theory	M. Evison	P158
F20		10.45–12.15	Physics Practical	M. Evison	P159
F33		1.45–4.30	Mathematics	R. Hodgkinson	P160
F33		6.00–7.00	Applied Physics Theory	R. Hodgkinson	P161
F18		7.00–8.30	Applied Physics Practical	R. Hodgkinson	P162

GENERAL COURSE IN SCIENCE (I)

2nd YEAR

This course covers the syllabus for the Ordinary level of the General Certificate of Education and is provided for those who have already covered most of the work and require a revision course to prepare them for the examination.

Group A

Room	Day	Time	Subject	Lecturer	Class No
B12	Th.	9.00–10.00	Chemistry Theory	M. Kingston	C206
B15		10.00–11.15	Chemistry Practical	M. Kingston	C207
B12		11.15–12.15	Chemistry Theory	M. Kingston	C208
B12	Th.	1.45–2.15	Physics Theory	R. Hodgkinson	P163
B15		3.30–5.00	Physics Practical	R. Hodgkinson	P164
B12	M	6.30–9.30	Mathematics	C. Harling	P165
	Tu.	6.30–9.00	English		

Group B

B15	Tu.	1.45–3.15	Physics Theory	J. S. Fisher	P166
B15		3.30–5.00	Physics Practical	J. S. Fisher	P167
F11	M	6.30–9.00	Mathematics		P168

Group C

F45	Th.	9.00–10.00	Chemistry Theory	B. A. Wolstenholme	C210
F40		10.00–11.15	Chemistry Practical	B. A. Wolstenholme	C211
F45		11.15–12.15	Chemistry Theory	B. A. Wolstenholme	C212
F21	Th.	1.45–3.15	Physics Theory		P200
F21		3.30–5.00	Physics Practical		P201
	M	6.30–9.00	Mathematics		P203

PHOTOGRAPHY

COURSES FOR THE CERTIFICATES OF THE CITY AND GUILDS OF LONDON INSTITUTES

These courses are organised in conjunction with the Art department for trainee photographic technicians wishing to obtain a recognised qualification. The Intermediate Examination is taken after two years, and the Final Examination after a further two years of part-time study.

Intermediate (I)

Room	Day	Time	Subject	Lecturer	Class No
B5	Tu.	9.15–12.15	Practical		A205
		1.45–4.45	Theory	D. Roberts	P190
F11	W	7.00–9.00	Theory		P191

Final (II)

F21	Th.	9.15–12.15	Theory		P192
B5		1.45–4.45	Practical	R. Whiteside	A208
		7.00–9.00	Theory		P193

EVENING COURSES

COURSES LEADING TO EXAMINATIONS OF THE ASSOCIATION OF INCORPORATED STATISTICIANS

Examination for Registered Statistical Assistant and Intermediate Examinations (II)

A one-year course is provided for these examinations the syllabus for which comprises Elementary Statistical Methods. Industrial techniques, Computation and Presentation. The course is also eminently suitable for those who, whilst not requiring an examination qualification, require an introduction to the subject and to whom a knowledge of elementary statistics would be of value in their work.

Room	Day	Time	Subject	Lecturer	Class No
F27	M	6.30–9.00	Statistics I and II	J. S. Moorman	P170

Final Examination of the Association of Incorporated Statisticians (III)

A two year course is provided for this examination. Students would normally be expected to present themselves for Part A of the examination after the first year of the course and for Part B after the second year.

Part III

Room	Day	Time	Subject	Lecturer	Class No
F26	W	6.30–8.00	Statistical Organisation		P171
F26		8.00–9.00	Statistical Theory		P172

Part IV

F26	Tu.	6.30–7.15	Logical Background of Statistics		P173
F26		7.15–9.15	Applied and Industrial Statistics		P174

DIPLOMA IN MATHEMATICS (Technology)

This is a four-year course of study in preparation for the examination of the Mathematical Association.

The entrance requirement is a G.C.E. Advanced Level pass in Mathematics, a good Ordinary National Certificate, or an equivalent qualification.

1st YEAR (III)

Room	Day	Time	Subject	Lecturer	Class No
F27		6.30–8.00	Mathematics 1	J. B. Wignall	P133
F27	Th.	8.00–9.30	Mathematics 2	J. B. Wignall	P134

2nd YEAR (III)

F27	Tu.	6.30–8.00	Statistics	G. T. Blackledge
F27		8.00–9.30	Numerical Analysis	G. T. Blackledge

3rd YEAR (III)

	Tu.	6.30–9.30	Mathematics	
F27	W	6.30–9.30	Numerical Analysis or Statistics	J. D. Rimmer

DIPLOMA IN MATHEMATICS (II)

This is a course of evening study in preparation for the examinations of the Board of the Mathematical Association. It is of particular interest to teachers of Mathematics and to those who are desirous of qualifying in this field. Before joining the first year of the course students would be expected to have studied Pure Mathematics to about the Advanced level of the General Certificate of Education. A preliminary course is provided for those who have not yet reached this level or who feel that they would profit by revision before commencing the Course proper.

Room	Day	Time	Subject	Lecturer	Class No
F26	M	7.00–9.30	Mathematics		

GENERAL CERTIFICATE OF EDUCATION (Advanced Level)

1st YEAR (II)

Room	Day	Time	Subject	Lecturer	Class No
F33	W	6.30–9.00	Mathematics	T. H. Wareing	P175
F21	Tu.	7.00–8.00	Physics Theory	J. F. Pearson	P176
F21		8.00–9.30	Physics Practical	J. F. Pearson	P177
B12	W	6.30–9.00	Theoretical Mechanics	C. P. Brightling	P178

2nd YEAR (II)

F20	W	7.00–8.15	Physics Practical	K. Pinder	P179
F33		8.15–9.30	Physics Theory	K. Pinder	P180
B12	W	6.30–9.00	Theoretical Mechanics	C. P. Brightling	P178
F32	Th.	6.30–9.00	Mathematics	N. D. Holdsworth	P181

ORDINARY NATIONAL CERTIFICATE IN APPLIED PHYSICS

For conditions of entry into these courses please refer to the Part-time Day Course.

3rd YEAR (Old regulations) (II)

Room	Day	Time	Subject	Lecturer	Class No
F33	M	6.30–8.00	Physics Theory	F. R. Dean	P185
F20		8.00–9.30	Physics Practical	F. R. Dean	P186
F32	Tu.	6.00–7.00	Applied Physics Theory	R. Hodgkinson	P161
F20		7.00–9.00	Applied Physics Practical	R. Hodgkinson	P162
F32	Th.	6.30–9.00	Mathematics	E. S. Greening	P187

COURSES IN APPLIED PHYSICS

Courses in the following aspects of Applied Physics are at present available in the department. They may be taken as endorsements to existing Higher National Certificates in Applied Physics or as single subjects for those engaged in the appropriate technologies. Normally students are expected to have reached the standard of G.C.E. Advanced level in Physics and Mathematics. Additional subjects are in the course of preparation.

1 Electronics (III)

Room	Day	Time	Subject	Lecturer	Class No
F32/18	M	6.00–9.00	Electronics Theory and Practical	J. V. Bromiley	P151

2 High Vacuum Technology (Alternate weeks) (III)

F26/18	M	6.00–9.00	High Vacuum Technology Theory and Practical	A. J. Meadowcroft	P145

3 X-Ray Technology (Radiography and Crystallography((Alternate weeks) (III)

F26/18	M	6.00–9.00	X-rays	G. Slattery	P146

SPECIAL COURSES

Further particulars of these courses will be available from the Head of Department.

1 RADIATION PROTECTION

This is a one-day course of lectures designed as an introduction to radiation protection for those whose work requires a knowledge of the regulations governing the use of radioactive substances in schools, technical colleges and industry.

It will be held during November.

2. TREATMENT OF EXPERIMENTAL DATA

This course of six lectures covers the theory underlying the treatment of experimental data. It should be of particular interest to teachers of science in secondary schools.

To be held on Monday evenings starting November 8th.

3. NON-DESTRUCTIVE TESTING

This is a one-day course designed to show the physical principles underlying ultrasonic, radiographic and other methods of non-destructive testing, which should be of interest to quality control engineers and factory inspectors.

To be held in early March.

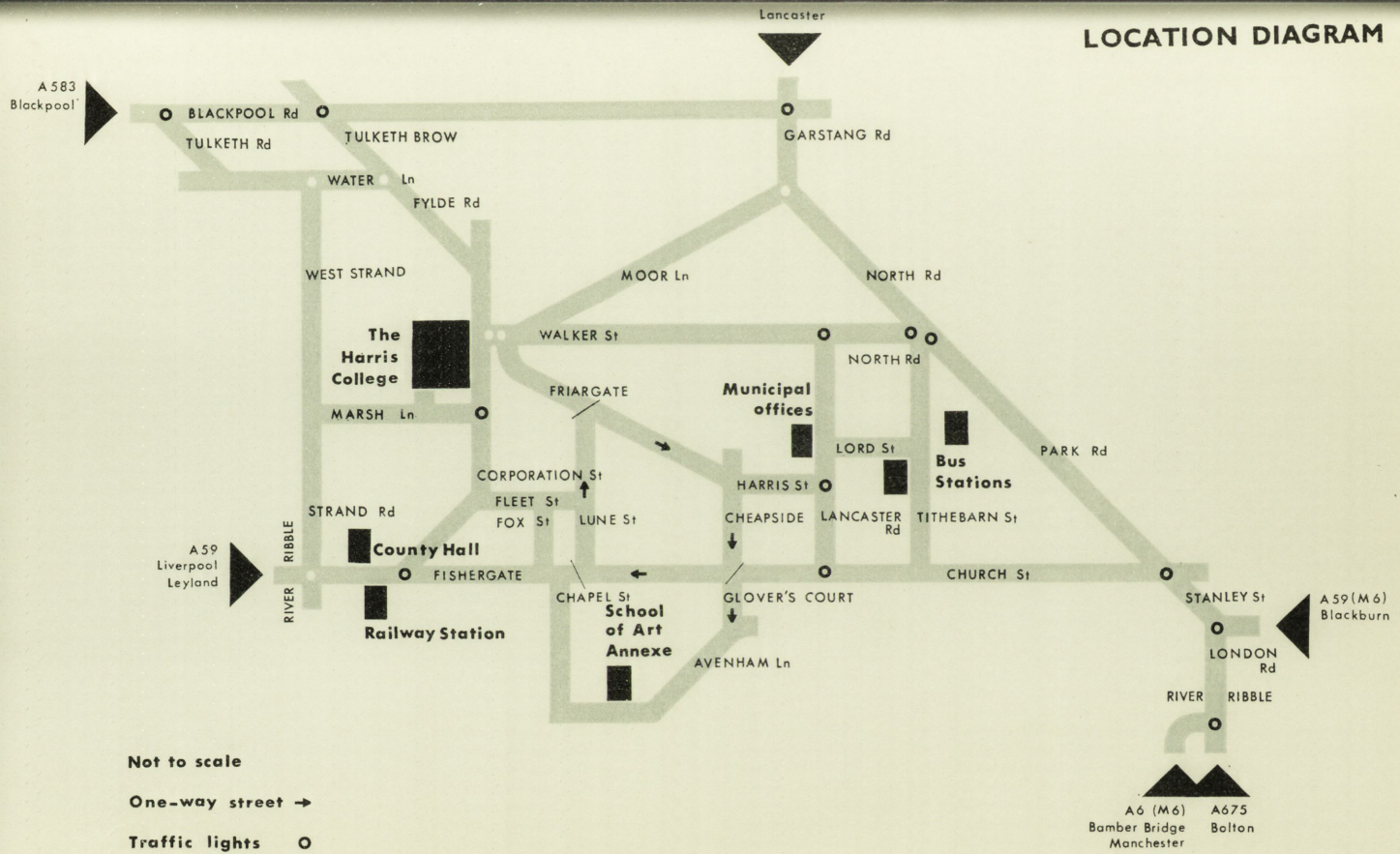
4. THE USE OF ELECTRONIC COMPUTERS

An introductory course which will be held on Monday evenings for six weeks starting on February 12th.

5. LABORATORY ARTS

A twenty-week course of practical work has been arranged for laboratory technicians comprising work in glass and electronics.

LOCATION DIAGRAM



Not to scale

One-way street →

Traffic lights O