1987-1988 Nova University In Brief

Nova Southeastern University

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Nova University
1987-88 In Brief

“Toward a Quarter Century of Leadership in Education”

Nova University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor's, master's, educational specialist, and doctoral degrees. Nova University admits students of any race, color, and national or ethnic origin.
A doption of new ideas, concepts, methods, and systems serves to continue and expand the mission-orientation of Nova University. It also serves to expand the capabilities of its programs to improve the performance of its students and its graduates—as individuals and as professionals. As the University moves strongly into its third decade, it is making extensive use of computer and telecommunications facilities in the delivery of education.

Perhaps only now are we beginning to see the real impact that our graduates are having on society, the economy, their places of employment, and their fellow employees and colleagues.

We must keep in sight the requisite for independent education to continue to be responsive to the varying needs of potential students. We must also continue to represent a true alternative to education offered by the tax-supported sector. Our entrustment is to maintaining quality in education while we meet these varying needs.

Abraham S. Fischler
President
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Nova University believes in the unlimited potential of every individual. It stimulates men and women to learn; to make a difference in the world.

Nova University was chartered by the State of Florida in 1964. The University offers graduate degree programs at the master's, educational specialist, and doctoral levels, as well as postgraduate education. Nova College offers undergraduate education, and The University School, a demonstration school, serves children from pre-kindergarten through high school. In addition, non-degree, continuing education and certificate programs are available.

From the beginning, the University has distinguished itself by its innovative outlook, its unique programs that provide both traditional and nontraditional choices in educational programs, and its research in many fields aimed at solving the problems of immediate concern to mankind.

Nova University's main campus is located on a 200-acre site southwest of Fort Lauderdale, Florida, at 3301 College Avenue in the town of Davie.

ABOUT NOVA UNIVERSITY

ACCREDITATION

Nova University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor's, master's, educational specialist, and doctoral degrees. Nova University admits students of any race, color, and national or ethnic origin.

Ready to make a difference in the world.
CAMPUS AND OFF-CAMPUS LOCATIONS

The main campus of Nova University, including the main campus of The University School, is southwest of Fort Lauderdale, Florida, approximately ten miles inland from the Atlantic Ocean and is easily accessible from major U.S. and state highways, including I-95 and Florida’s Turnpike.

The Center for the Study of Law is in the Leo Goodwin, Sr., Law Building at 3100 S.W. 9th Avenue near downtown Fort Lauderdale.

Nova University at Coral Springs is located at 3251 N.W. 101 Avenue in north central Broward County. Degree programs, noncredit courses, and cultural events that serve the residents in north Broward County and in Palm Beach County are held in Coral Springs. The University School offers grades K through eight at Coral Springs.

Many University students attend classes on the main campus, at the Law Center, or at Coral Springs. But consistent with its mission to provide educational opportunities to adult students wherever they may be, Nova offers degree programs and continuing education experiences off campus locally, throughout Florida, and across the United States, making it a university of national scope.

The Oceanographic Center is located on the south side of the marine entrance to Port Everglades at 8000 North Ocean Drive, Dania, Florida.

In addition, Nova utilizes the latest technology to deliver computer-based programs through individual microcomputers and telecommunications.

Beyond Gold Circle Pond are the Mailman-Hollywood Building, the Mailman Family Center Building, and the Rosenthal Building.
LIBRARY RESOURCES

The Albert and Birdie EINSTEIN LIBRARY is located in the Louis W. Parker Building on the main campus and houses the University's major collection of books and periodicals. This collection encompasses the disciplines of the behavioral sciences, the humanities, public administration, computer sciences, business administration, legal studies, and education.

This facility contains individual study carrels and microform readers and a printer. The Einstein Library is open for research more than 80 hours per week.

The UNIVERSITY SCHOOL MEDIA CENTER, for pre-kindergarten through middle school students, is located in The University School building, and for high school students, is located in the Parker Building. This media center has an integrated collection of print and nonprint materials designed to provide curriculum enrichment resources for students from preschool through high school. Student and faculty involvement in media production is an integral part of the media center.

The William Springer RICHARDSON LIBRARY, housed at the Port Everglades site of the Oceanographic Center, contains a specialized collection of books and periodicals related to research in physical, biological, and chemical oceanography. The Richardson Library may be reached for information at 920-1909.

The LAW LIBRARY is housed in the Leo Goodwin, Sr., Law Building at 3100 S.W. 9th Avenue, Fort Lauderdale. The library collection, now over 250,000 volume equivalents, contains the standard materials required for legal study and research: English, American, and state periodicals, treatises, and looseleaf services. In addition to this basic collection, the library includes extensive materials in the areas of taxation, land use planning, and international law. It is one of the few collections designated as a depository for United Nation's documents. The Law Center also houses a majority of the United States Government documents that are deposited with Nova University.
Lots of information--knowledge, wisdom--somebody's hard work.

INFORMATION RETRIEVAL SERVICE (IRS)

This service houses the entire microfiche collection of ERIC (Educational Resources Information Center) documents. This collection now numbers about 270,000 documents and is growing at the rate of about 1,200 documents per month. Using widely available printed indexes or computer searches, participants may identify needed documents and obtain them from the IRS free of charge. Since it began operation in September of 1976, the IRS has distributed over 57,000 documents on microfiche.

The IRS also has computer access to ERIC and more than 200 other databases, including many social and behavioral science databases, such as Psycinfo, Sociological Abstracts, Federal Index, and Books in Print, that contain education-related information. The computer files to which IRS has access contain more than 100 million records. The IRS does computer searches of these files for program participants, graduates, and staff. This service helps users identify journal articles, books, doctoral dissertations, research reports, government publications, and other print and nonprint materials needed for practicums, MARPs, and other research projects.

THE MICROLAB

The MicroLab, one of Nova University's major computer resources, is located in the Parker Building on the main campus. The hardware and software resources of the MicroLab provide an exceptional facility
for the University to deliver graduate and undergraduate courses, noncredit and continuing credit workshops, and complete degree programs based on applied microcomputer technology.

The MicroLab is equipped with a variety of the most popular microcomputers: IBM, AT&T, XEROX, Tandy 1000SX, and APPLE, among others. Online facilities are available for students requiring access to the UNIX* system. An extensive software collection has been assembled for student use. The collection ranges from educational applications software used by students enrolled in education degree programs to the most sophisticated business applications software used by business majors.

In addition to providing the facilities for the delivery of structured courses, the MicroLab maintains an Open Lab schedule. Open Lab is available to all registered students regardless of their major, including those students who are enrolled in non-computer courses. During Open Lab, applications software such as word processors, data-base management systems, electronic spreadsheets, statistical programs, telecommunications software for online projects, and computer-assisted instruction packages are available for students to use in completing course assignments.

*UNIX is a trademark of AT&T Technologies and Bell Laboratories.

Nondiscrimination and Student Relations

Nova University does not discriminate on the basis of handicap, sex, race, religion, or national or ethnic origin in admission, access, or employment for any of its programs and activities. The University registrar and director of personnel have been designated as student and employee coordinators, respectively, to assure compliance with the provisions of the applicable laws and regulations relative to nondiscrimination.

Nova University programs are approved for educational benefits by the coordinator for Veterans Approval, State of Florida, Department of Education. The school is authorized under federal law to enroll non-immigrant alien students.

Nova University’s general policies on student relations are on file in the Office of the Registrar.

Financial Aid

The Office of Student Financial Planning and Resources was established at Nova University to accomplish one goal: to find ways to make education affordable for as many deserving students as possible. During the 1986-87 academic year we administered $20 million in financial assistance from federal, state, institutional, and private sources.
The following is a list of the major programs of financial aid available at Nova University. To be eligible for these programs you must meet the following eligibility requirements:

1. be a citizen, national, permanent resident of the United States, or in the United States for other than a temporary purpose;
2. be enrolled or accepted for enrollment at Nova University;
3. be carrying or planning to carry at least one-half the full-time workload for the course of study being pursued;
4. be making satisfactory progress in the course of study;
5. not be in default of, or owe a refund for, any aid received previously;
6. sign a Statement of Educational Purpose;
7. be registered with selective service if required to do so by federal law.

In addition, programs funded by the State of Florida require that you have been a Florida resident for at least two years. If you meet these criteria and you need assistance in financing your education, apply for financial aid as soon as you apply for admission.

What is better than one-on-one instruction?...
Federal Programs

Pell Grant – The Pell Grant program provides federal grant aid to needy undergraduate students who are enrolled at least half time (6 credits per trimester). Awards range from $200 to $2300 per year, and no repayment is required. All undergraduates who apply for need-based assistance are required to apply for a Pell Grant, as it is the base on which all other aid is awarded.

Supplemental Educational Opportunity Grant (SEOG) – The SEOG program provides additional grant assistance to needy undergraduate students. Funds are limited, and priority is given to full-time students who meet the April 1st deadline.

College Workstudy (CWS) – Part-time jobs on campus are available for needy students through the CWS program. Generally, students work 15 to 20 hours per week. The rate of pay varies according to the job.

Perkins National Direct Student Loans (NDSL) – This program offers long-term 5% interest loans to students who are enrolled at least half time. Eligibility is based on financial need. Repayment begins six months after the student is no longer enrolled at least half time. As of July 1, 1987, for new

...or personal attention in class?
borrowers repayment begins nine months after the student is no longer enrolled at least half time.

**Guaranteed Student Loans (GSL)** – The Guaranteed Student Loan program provides low-interest, long-term educational loans through participating banks, credit unions, and other financial institutions. Students who are enrolled at least half time are eligible to apply. The interest rate is 8%. Freshmen and sophomores can borrow up to $2625 per year; juniors and seniors may receive up to $4000 per year; graduate students may receive up to $7500 per year. Repayment begins six months after the student is no longer enrolled at least half time.

**Supplemental Loans for Students/Loans for Parents** – This program provides non-need-based loans to independent students and parents of dependent students. The annual maximum loan limit is $4000. Repayment begins 30 to 60 days after disbursement of the loan; however, principal payments may be deferred while the student is enrolled full time. The interest rate is variable but will not exceed 12%.

**State of Florida Programs**

**Florida Tuition Voucher Fund** – Full-time undergraduate students may receive up to $1000 per year to offset the cost of tuition and fees, regardless of financial need. Students must be two-year Florida residents to qualify. A separate application form is required.

The services of the Office of Student Financial Planning and Resources have often made the difference between the need to use the University library and not.

**Florida Student Assistance Grant (FSAG)** – Grants funded by the State of Florida are for undergraduates. To qualify, students must be enrolled full time, be two-year Florida residents, show financial need, and meet the April 15th deadline.

**Florida Academic Scholars Fund** – The Academic Scholars program rewards outstanding high school achievement by offering scholarships of up to $1500 per year. Students must be Florida residents and must be enrolled full time. These awards are renewable provided the student maintains a 3.2 grade point average. A separate application, available from Florida high schools or the Nova Office of Student Financial Planning and Resources, is required.
Florida Teacher Scholarship/Loan — Students who are enrolled as juniors or seniors or graduate students in a teacher education program that has been designated by the State Board of Education as a critical teacher shortage area are eligible to apply for this program. The Scholarship/Loan award is $4,000 per year for a maximum of two years. Students who teach full time after graduation in a Florida school will not be required to repay the loan. Students who do not meet these requirements will repay the loan at the designated interest rate. The absolute deadline for applying is April 1st.

Chappie James Most Promising Teacher Scholarship Program — This scholarship is offered to one top graduating senior from each public secondary school in Florida. Priority will be given to candidates who plan to teach in critical teacher shortage areas identified by the State Board of Education. The maximum scholarship award is $4,000 per year for a maximum of four years. The recipient must agree to enter the public teaching profession in Florida for a minimum number of years equal to at least the number of years the scholarship was received. Application forms are available from high school guidance offices.

The Florida College Career Work Experience Program (CCWEP) offers part-time jobs off campus for needy undergraduate students. Students must be two-year Florida residents to qualify, and the positions held must be related to their academic majors.

Nova University Scholarships and Grants
Nova University annually offers scholarships and grants to both incoming and returning students. Eligibility and academic qualifications vary according to the award. In order to be considered for the initial selection, applicants must have a completed file, including the Financial Aid Form, by April 1, and be officially accepted. These scholarships will be combined with other federal and state financial aid programs to help meet the financial need of the students.

For More Information and Applications
Contact the Office of Student Financial Planning and Resources, 3301 College Avenue, Fort Lauderdale, Florida 33314 (Parker Building, Room 348). Phone: (305) 475-7410 or 475-7411. From Dade County: 940-6447, ext. 7410. From Palm Beach County: 732-6600, ext. 7410. In all other areas of Florida: 1-800-432-5021, ext. 7410.

Please be aware that most programs have deadlines and it is important to complete all the required forms early.

Veterans’ Benefits
The Registrar’s Office handles applications and enrollment certificates for students entitled to veterans’ benefits. For more information contact Student Services at the main campus address or 305-475-7413.
CENTER FOR THE STUDY OF ADMINISTRATION

The Center for the Study of Administration offers a variety of programs at the doctoral and master's degree levels that stress innovative learning processes and delivery systems for working professionals who want to increase their administrative or managerial effectiveness.

The major programs offered at the master's degree level are the Master of Business Administration (M.B.A.), which thoroughly develops the quantitative skills used in management; the Master of Public Administration (M.P.A.), designed for persons aspiring to management positions in public and community service agencies; the Master of Science in Criminal Justice (M.S.C.J.), for persons in law enforcement and corrections agencies; and the Master of Science in Human Resource Management (M.S./H.R.M.) built on a behavioral sciences foundation, for managers who are responsible for such functions as organizational staffing, affirmative action and equal opportunity requirements, management education, and development or career planning. There are also various majors that may be taken in conjunction with the M.B.A., M.P.A., and M.S./H.R.M. degrees, such as accounting, computer systems management, criminal justice, health management, and procurement and contract administration. M.B.A. graduates are offered selected legal courses and receive a certificate recognizing this paralegal coursework.

The center offers a Master of Accounting (M.Ac.) program as well as an Executive M.B.A. for Bankers (M.B.A.-Ex.) program. Specialized degree programs covering the fields of telecommunications, computer applications in management, and health services administration serve these growing dynamic sectors of our society.

The center's doctoral level programs address both public and private sector management. The doctorate in public administration (D.P.A.) is national in scope, is offered in several states, and is built around a senior faculty drawn from key government and academic centers throughout the United States. The degree is designed to broaden the professional competence of practicing administrators in the public sector.
The D.P.A. curriculum addresses the environment, processes, techniques, and methods of public management and provides through participant, clinical, or laboratory experience, direct learning in the key functions, systems, and roles involved in the administration of public institutions and enterprise at all levels of government. The degree content is guided by the standards set by the National Association of Schools of Public Affairs and Administration (NASPAA).

The doctorate in business administration (D.B.A.) prepares people for careers in teaching, research, or managerial positions. The D.B.A. curriculum covers the spectrum encompassing the business environment by providing a foundation of knowledge, both quantitative and behavioral, represented by the professional divisions and special interest groups of the Academy of Management. Nova University is a member in good standing in the American Assembly of Colleges and Schools of Business (AACSB).

A doctoral program designed for professionals in human resource management is now offered. The doctorate in business administration in human resource management (D.B.A./H.R.M.) addresses the decision-making and strategic-planning needs of personnel directors and senior training specialists in the corporate environment.

International programs provide instruction to meet the professional and personal needs of students in an international

"But you can't get out of a computer what you didn't put into it. After all, they are only human--or almost."
setting. International programs are directed toward government and business leaders involved in international investment, trade policies, economic and human resource development, and socio-cultural and technological adaptation.

These degree programs are offered at the master's and doctoral levels on the Fort Lauderdale campus in various formats:

1. The doctoral program in business administration—international management (D.B.A.-I.M.);
2. The master's degree in international business administration (M.I.B.A.).

The Institute for Banking and Financial Institution Studies is concerned with responding to staff development needs of commercial banks and savings and loan institutions. The program focuses attention on various disciplines that the financial community deems current and important to the overall development of its professional staff members. The curriculum includes commercial lending principles, asset/liability management, retail banking, bank marketing, credit training, executive bank management, commercial construction/real estate lending, and microcomputer application to the financial institution.

By focusing on real life and applied situations, the institute moves toward its goal of delivering high quality development programs to meet the current needs of the banks and savings and loan institutions in Florida.

Even for the best of students, going from the world of study to the world of work is a big step.

The institute now has the capacity to design customized training and development programs for specific financial institutions. These programs are integrated into the institute's in-house training program. The institute also administers the exciting and new Executive M.B.A. Banker's (M.B.A.-Ex.) program, which is offered to mid- and upper-level bank management personnel.

The overall effectiveness of the institute is enhanced by the direction and advice of an advisory board comprising executive level professionals representing the financial community. The institute is housed within the area of the graduate management programs of the Center for the Study of Administration.
The Institute of Health Policy and Administration has two major responsibilities: to prepare persons to manage health care facilities and to provide seminars on major issues for health care administrators in South Florida. Students who complete the required curriculum will earn a master of science degree in health services administration (M.S./H.S.A.).

The core of knowledge in health services administration courses includes the fundamentals of management, organizational behavior, finance, accounting, economics, law, strategic planning, marketing, and policy. Courses give special applications to health and health organization issues.

The second responsibility of the Institute is the presentation of seminars and workshops on current issues facing health care administrators. Last year the Institute sponsored a symposium on public policy issues facing the legislature.

An out-growth of the symposium idea is the development of continuing education and staff development programs for professionals in health care facilities.

The Institute has a 15 person advisory body consisting of administrators, health care professionals, educators, and lay persons. The advisory committee meets to discuss curriculum changes and continuing education needs.
CENTER FOR COMPUTER-BASED LEARNING

All of the programs offered by the Center for Computer-Based Learning (CBL) are computer-based in the UNIX* operating system; thus students may continue their full-time employment while earning their degrees. The programs utilize regional and campus seminars plus personal computers and telecommunications from the student's home for on-line electronic communications, instruction, tutoring, and computer conferencing in each study area. Master's and doctoral degree programs, postdoctoral programs, and certificate non-credit offerings are available.

*UNIX is a trademark of AT&T Technologies and Bell Laboratories

The center, utilizing the UNIX operating system, prepares students by direct involvement in electronic information access and management. The commitment of the center is to prepare professionals today for the world of tomorrow.

The computer-based programs offered by CBL are –

Doctor of Arts in Information Science – The doctor of arts in information science (D.A.I.S.) is for librarians and information managers concerned with the effective transfer of information through systems from sources to users. It has been designed to provide a vehicle for individuals to advance in their professions
by learning to apply to their organizations or institutions the latest developments in information science, computer science, telecommunications, and strategic management.

**Doctor of Arts in Training and Learning** – The doctor of arts in training and learning (D.A.T.L.) is for professionals concerned with the development and implementation of training programs in business, industry, government, and educational organizations. Much of the student's course work will be accomplished on-line through interaction with professors, consultants, and persons responsible for providing feedback about progress. Graduates of the program will be highly trained professionals in training and learning technology, especially in the expanding technologies in the industrial centers of the nation.

**Master of Science in Computer-Based Learning** – A master's program in computer-based learning with a specialization in training and learning (M.S./C.B.L.) has been designed specifically for the education of professionals with jobs in business, industry, and the military. The program deals with the educational uses of microcomputers, networking, information management, and telecommunications.

**THE CENTER FOR COMPUTER SCIENCE**

The Center for Computer Science embodies a commitment to provide quality education at the undergraduate and graduate levels in Computer Science and Computer Science-related fields. The programs have been designed to give the student both a breadth and depth of knowledge in computer hardware, software, and systems. Courses are designed to provide a needed balance between theory and practice. Graduates of the programs are prepared for career positions in computer or computer-related industry as well as for continuing their education in computer science and computer science-related fields. Both campus-based and field-based delivery systems are available for offering these programs.

The programs offered are the bachelor of science degree with majors in computer science, computer engineering, computer systems, and computer information systems; the master of science degree in computer science; and the doctor of science degree in computer science.

**Bachelor of Science degree**

The undergraduate program is structured to provide the student with an in-depth study of computer and computer information systems. Practical and theoretical aspects of hardware, software, and information processing systems are stressed. Students are prepared for a variety of career opportunities in business, industry, and government as well as graduate work in computer science.

**Master of Science in Computer Science** – This graduate program in computer science has been designed to give the
student a thorough knowledge of computer systems through coursework, basic and applied research activities, and specialized projects. The program offers evening classes taught by practicing computer scientists, engineers, and scientists. Current areas of specialization include:

- Artificial Intelligence
- Compiler Construction
- Computer Systems Performance
- Database Design
- Data Communications
- Modeling and Simulation
- Network Design
- Numerical Analysis
- Operating Systems Design
- Software Engineering
- Structured Programming

A few years ago, computers, computer searches, computer printouts, and analyses were the exception. Today they are almost always the necessary rule.

Doctor of Science in Computer Science - This graduate program offers a course of study leading to the degree of doctor of science in computer science. This program is designed to produce a computer scientist with knowledge in all major areas of computer science as well as one who is capable of solving a problem of substance in the field. Each major area consists of lectures given by leading computer scientists in the field and a research project to be completed by the end of the course. The research activities are part of industry and University sponsored programs.
The Center for the Advancement of Education is dedicated to the education and continuing support of teachers, administrators, trainers and others working in education and related helping professions. These practitioners serve as the bridge between the knowledge base in education and the social services, and the quality of services experienced by their students and clients. The Center fulfills its commitment to the advancement of education by serving as a resource for practitioners and supporting them in their professional development. Center programs reflect and anticipate the needs of practitioners to become more effective in their current positions, to fill emerging roles in their professions, to be ready to accept changing responsibilities within their own organizations, and to achieve personal goals.

Master's Program for Child and Youth Care Administrators
- This program, designed for administrators, emphasizes one of the following specializations: 1) Administration of Day Care and Preschool Programs for Young Children, and 2) Administration of Residential, Treatment, and Community-Based Programs for Children and Youth. Students study four modules of coursework, complete a major applied project (practicum), and attend a week-long institute. The primary mode of instruction is directed study.

Master's and Educational Specialist GEM Programs (Graduate Education Modules)
- The participants in this field-based program include educators and school administrators pursuing degrees, additional areas of certification and renewal or extension of certificates in 23 majors. GEM learning experiences are organized into nine-credit modules, core courses and a practicum, taught and supervised by a faculty of expert practitioners.
Ed.D. in Early and Middle Childhood – This field-based program is designed for employed professionals whose work impacts the lives of children and their families. Participation is open to educators, counselors, psychologists, social service personnel, and other helping professionals. The program's major components are five study areas, two practicums, and two summer institutes.

Master of Science in Speech and Language Psychology – This graduate degree program provides students with the academic and clinical preparation to pursue professional employment in schools, private practice, hospitals, or community agencies. Supervised, clinical experience is designed to create master clinicians capable of managing clients of varying ages and pathologies. Developing professionals are prepared to pursue the Certificate of Clinical Competence awarded by the American Speech-Lan-

The master's degree program in speech and language pathology provides students with academic and clinical preparation to pursue private practice or public service.
language and Hearing Association and to meet requirements for recertification. The program is offered at the Fort Lauderdale campus and at selected sites within Florida. Coursework is offered for those students who require additional background in preparation for entering the master's degree program.

**Ed.D. Programs for Higher Education** - The Programs for Higher Education at Nova University provide a field-based Doctor of Education (Ed.D.) degree to practitioners working in higher education, vocational education, or adult education (including business, industrial, and military training programs). The program design utilizes a field-based delivery system that combines formal instruction, directed study, and applied research into integrated programs of study.

Each of the specializations offered by the Programs for Higher Education embodies a commitment to provide quality education. This commitment stems from the goal to improve skills related to rational decision making in educational programs and systems. The overall goal of the programs is to make a positive impact on education by influencing those responsible for its administration and delivery.

*Man and computer—almost a symbolic relationship.*
Computer-Based Programs in Computer Education - Computer-based programs are available across the country that enable students to earn the master of science, educational specialist, or doctor of education degree. Through interaction with Nova faculty and the use of their own computer, modem, and home telephone line, educators and trainers from all areas become skilled in the use of computers and high technology to improve the teaching/learning process.

The programs enable students to continue in their full-time positions while pursuing a computer-based graduate degree. Students work in the evenings and on weekends on their own computers and communicate electronically online with Nova University, their faculty, and fellow students through the Tymnet network. They also participate in week-long intensive institutes in Florida to achieve "high-touch" experiences to complement their "high-tech" activities.

Graduates of the computer-based programs are able to demonstrate, through practicum projects and professional presentations, leadership abilities in the use of modern technology in their schools, colleges, and organizations.

The National Ed.D. Program for Educational Leaders - This was the first degree program at Nova to offer a field-based delivery system. The program is currently being offered to candidates in 14 states. Open only to practicing elementary- and secondary-level school adminis-
Early learning is a marvelous thing.

FAMILY CENTER

The Family Center is a unique facility on the campus of Nova University. As a service-oriented unit, the Family Center provides a spectrum of programs and activities designed to enhance the well-being of families and promote the healthy development of children. The Family Center has a special commitment to at-risk families and children and offers programs both on and off the Nova Campus.

Family Programs – The Family Programs are designed to promote positive interactions between parents and children. The programs are housed in the Mailman Family Center Building in creative and age-appropriate learning environments. The Alice in Wonderland and Peter Rabbit playgrounds, especially designed for infants, toddlers, and young children, are open to all Family Program participants.
Parent and child classes

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<tr>
<th>Age</th>
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<tr>
<td>0-12</td>
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<td>12-24</td>
<td>Toddlerhood</td>
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Parent Education Services

Parent Seminars and Workshops
Systematic Training for Effective Parenting – STEP

Diagnostic and Rehabilitative Services
Recognizing the importance of focusing on the child rather than the problem, the Family Center provides a full gamut of diagnostic and treatment services for children and their families. These services include:

Diagnostic Services
- Intelligence Testing
- Academic Testing
- Developmental Testing
- Audiological Assessment
- Speech and Language Evaluation
- Learning Disability Testing

Therapeutic Services
- Speech and Language Therapy
- Family Therapy
- Play Therapy
- Child Management
- Group Therapy
- Developmental Therapy

Child Management Programs
Systematic Training for Effective Parenting – STEP
Positive interaction programs (PIP) for families with learning disabled children.

Special Needs Programs
In line with their commitment to children at risk, the Family Center offers the following programs for children with special needs.

Ring-A-Round (Birth to 3 years)
Ring-A-Round is an early intervention and social interaction program for parent and children from birth to 3 years who are “at-risk,” delayed, or handicapped. Families participate in a variety of music, movement, sensory, motor, problem-solving, and language activities presented at an appropriate developmental level. Parent discussion time focuses on the practical aspects of child care and topics that promote the sharing of information and feelings.

Muppet Program
A speech and language therapeutic program for hearing impaired youngsters from six months to four years old.

Ralph J. Baudhuin Oral School
An individualized learning environment for intellectually capable children who learn best in small classes. Children, aged 6 to 12, with hearing impairments, moderate learning disabilities, and/or a history of underachievement are admitted after an interview and evaluation.
**Baudhuin Early Learning Center**

An early learning center for children from 3 through 5 years old with communication disorders. The program emphasizes the development of receptive and expressive language, problem solving, perceptual-motor skills, and social skills.

**Super Marks**

An after-school and summer remediation program for children in grades K through 8. The program is designed to improve academic performance in school and to help the child develop a positive self-concept.

**Summer Express**

A special summer program for hearing and language impaired children aged 3 to 12. This program focuses on the development of speech and communication skills through creative projects and experiences.

**Community Outreach**

The Family Center has assumed a leadership role in the community, supporting and implementing programs related to child care training and the welfare of children “at risk.”

**Child Development Associate Training**

The Family Center has been selected by the Office of Human Services as a site for Child Development Associate Training.

**Child Care Training**

The Family Center provides the Florida state-mandated training course under a grant from Health and Rehabilitative Services.

**Child Abuse and Neglect**

The Family Center is responsible for the evaluation component of the therapeutic play program sponsored by the Child Care Connection.

**Haitian Home Training**

The Family Center is responsible for the implementation of HomeSpun, a home visit program for Haitian families with very young children.

**CENTER FOR THE STUDY OF LAW**

The center offers a full-time, traditional, on campus, three-year, day program of study leading to the J.D. (juris doctor) degree. Nova Law Center is accredited by the American Bar Association.

The center admits approximately 250 students into the class entering each autumn. A national law school, it maintains a faculty of 35 full-time faculty, visiting professors, and administrators as well as adjunct professors from the practicing bar. It is located in the Leo Goodwin, Sr., Law Building in downtown Fort Lauderdale, just minutes from the federal, state, and local courthouses. Their location enables the students to combine classroom experience with practical skills training. Clinical internships in local Attorney General, State Attorney, Public Defender, and Legal Aid offices allow students to represent clients in state courts under the careful supervision and guidance of faculty.
members and staff attorneys. A judicial clerkship program allows students to experience the judicial side of our legal system through internships with judges in the state and federal courts. The school also operates an in-house clinic, allowing students to represent indigents in domestic relations and other matters.

The Center allows Nova law students to take courses toward the M.B.A. degree during their second and third years. This combination of degrees is of special value to attorneys who anticipate a career representing business clients.

Nova Law Center is the only school of law in Broward County, Florida. It maintains the most extensive law library in Broward and Palm Beach Counties. The Law Center's close relationship with the community and the practicing bar makes it a dynamic place, preparing its students for their professional growth as members of the legal profession.
NOVA COLLEGE - CENTER FOR UNDERGRADUATE STUDIES

The Career Development Programs - The Career Development Programs of Nova College have been organized for adults. Courses offered are on campus in the evenings and on weekends. They are also offered at institutional, industrial, and other off-campus locations convenient to the student. Although course content is designed to meet traditional educational requirements, courses are scheduled to meet the needs of employed students and are taught utilizing a blend of university professors and knowledgeable professionals in the community.

For those who may have got a late start in higher education, career development is a great avenue to a profession.

Most of the approximately 1,700 students currently enrolled in the Career Development Programs are employed and have passed the traditional age of undergraduates; many have families. They bring with them a mature, stable, and determined interest in enhancing themselves through acquiring new knowledge and skills. They have considerable practical experience and a desire to play an active role in their own future education.

The programs offer bachelor of science degree majors in the areas of accounting, business, computer science, education, psychology, and professional management.
Nova College Day Program – Nova College Day Program is unique and exciting. It leads to the bachelor of science degree. The program prepares qualified high school graduates for a career or graduate school, with the opportunities to begin college early and to finish in three calendar years. The academic program assumes that the most appropriate learning experience is one that stresses issues, skills of thinking, and communication, rather than one that merely stresses content. Nova, therefore, integrated into its curriculum lectures, student-based discussions, films, speakers, research, and field-based internships.

The academic year is divided into six terms of eight weeks each, permitting students to be enrolled for up to nine credits of time-intensive coursework per term. The majors are in the areas of accounting, business, computer science, education, legal studies, and psychology.

Intensive Language Program – The Intensive Language Program provides students from non-English language backgrounds with English language proficiency through one of two curricular emphases: college preparatory and career preparatory. It also provides intensive instruction in other languages.

Learning English to learn even more in English
At the Institute for Retired Professionals, learning doesn't stop just because you are retired—but there is social activity too.

The college preparatory curriculum provides students with the necessary English language skills to enable them to function in American colleges and universities. This curriculum prepares students for successful university study in English as well as providing TOEFL (Test of English as a Foreign Language) preparation.

The career preparatory curriculum provides students with the English language skills to enable them to function in career and professional situations requiring English proficiency.

Institute for Retired Professionals — The Institute for Retired Professionals serves the specific needs of the growing retirement community in South Florida. The program focuses attention on how the educated person can occupy newly-found, full-time leisure creatively. Because of their varied interests and life experiences, IRP members act as teachers and students at the same time: they share with and learn from one another. In the IRP, retirees from all walks of life explore new interests and directions in their retirement years. The yearly membership fee entitles an individual (1) to enroll in an unlimited number of peer-taught and professionally taught IRP courses offered during weekdays and (2) to benefit from social and other educational opportunities within the University.
The Oceanographic Center--from overhead--for research and study on currents, waves, marine plankton, the growth and development of coral; and there are also turtles.

**OCEANOGRAPHIC CENTER**

The Oceanographic Center is concerned with studies and investigation in theoretical and experimental oceanography, biological oceanography, chemical oceanography, and marine geology. Studies include modeling of large scale ocean circulation, coastal dynamics, ocean-atmosphere interaction, geophysical fluid dynamics, ocean waves and currents, coral reef ecology, physiology of marine phytoplankton, calcification of invertebrates, cell ultrastructure, fouling effects, and marine fisheries. Primary regions of interest include Florida's coastal waters, the continental shelf and slope waters of the southeastern United States, the waters of the Caribbean and Gulf of Mexico, and the equatorial Atlantic, Pacific, and Indian Oceans.

The Oceanographic Center offers the Ph.D. degree in oceanography and the master's degree (M.S.) in ocean sciences with specialties in marine biology and coastal zone management.

Institute of Marine and Coastal Studies – The Institute of Marine and Coastal Studies is the academic unit of the Nova University Oceanographic Center.

The institute offers the master of science (M.S.) degree in two specialties: marine biology and coastal zone management. There is a 36 credit-hour requirement that includes coursework and thesis. A 39
credit-hour nonthesis option (including preliminary coursework) is also available.

The marine biology specialization is a traditional academic program and has an extensive field-training orientation, which prepares the student for further academic goals.

The coastal zone management program is oriented to the more practical aspects of management of coastal resources.

Marine biology and coastal zone management are options within the Oceanographic Center's master's program.

Multidisciplinary studies focus on contemporary problems and conflicts arising from increased use of coastal areas. Emphasis is on use management and policy affecting the living and nonliving resources in open coastal regions, estuaries, large inland bodies of water bounded by shorelines, wetlands, and other environments associated with these resources. The program places emphasis on the development and evaluation of alternative solutions to policy and management issues at the international, national, regional and local levels.

Doctoral level studies are also available within the Oceanographic Center. Students are accepted only with an in-field master's degree and an acceptable thesis project.

Institute for Survival Technology — The Institute for Survival Technology offers a comprehensive one-day course in survival at sea. It combines classroom instruction, water training, and emergency simulations, all designed to improve survival chances in a yacht or ship disaster, aircraft crash, or oil rig accident. The course teaches knowledge of the sea, proper use of flotation and survival gear, methods for assisting one's own rescue, and self-confidence in such circumstances.

Classroom work includes pre-abandonment and abandonment practices, survival in the water and on rafts, and detection and retrieval techniques. Field work includes demonstrations of the use of rafts and survival kits, pyrotechnic signaling, and solar stills. The in-water portion of the course includes survival swimming, flotation, the use of life vests and life rafts, and training in controlling body heat loss.
Concerned primarily with psychology, the Center for Psychological Studies is dedicated to increasing knowledge in the area of human behavior, to promoting excellence in teaching, to finding solutions to human problems, and to improving the delivery of human services. All degree programs in the center are at the graduate level, although the center maintains a close working relationship with undergraduate programs at Nova College.

Through its academic unit, the School of Psychology, the Center for Psychological Studies offers the Ph.D. in clinical psychology, the Ph.D. in child clinical/applied developmental psychology, the Psy.D. in clinical psychology, the M.S. in counseling psychology, the M.S. in school guidance, a continuing education series for professionals in the community, a clinical respecialization for psychologists with nonclinical training, and a Post-doctoral Training Institute of Psychoanalysis and Psychotherapy.

Increasing knowledge in the area of human behavior, promoting excellence in teaching, finding solutions to human problems, improving the delivery of human services--those are goals of the Center for Psychological Studies.
The Ph.D. in Clinical Psychology is in the scientist-practitioner model for those students who are interested in applied clinical research. The program is accredited by the American Psychological Association.

The Ph.D. in Clinical/Applied Developmental Psychology is designed for persons who are interested in research and development programs focusing on children.

The Psy.D. in Clinical Psychology has been developed in the practitioner-scientist model for persons who are primarily interested in the practice of psychology. The program is accredited by the American Psychological Association.

The M.S. in Counseling Psychology is designed for those who wish to develop their knowledge of psychology and to improve their interpersonal skills (it is not designed to train private practitioners).

The M.S. in School Guidance is designed for those who wish to become school guidance counselors. The program meets the State of Florida requirements for certification.

The doctoral degrees are offered through full-time, on-campus programs of study. The M.S. is offered both on campus and in a field-based format in various Florida locations.

In addition to the degree programs, the school provides certificate training for person who wish to change their clinical specialty. Also, the school operates an APA approved continuing education program for psychologists.

Research on the way to that degree. Think what it was like without the help of the computer.

The Post-Doctoral Institute of Psychoanalysis and Psychotherapy - The Institute offers advanced training leading to a certificate in psychoanalytic psychotherapy for professionals who have earned their doctorates in psychology, psychiatry, or social work.

Nova University Community Mental Health Clinic - Funded in part by the State of Florida and by Broward County, the clinic offers a wide range of client services to the local community through three clinic locations. The clinic serves as a training facility for graduate students and is dedicated to developing and providing the most current treatment program for South Florida residents experiencing a variety of psychological and adjustment-related disorders.
CENTER FOR SOCIAL SCIENCES

The Center for Social Sciences focuses on research and education opportunities in the broad area of the social sciences, at both the graduate and undergraduate levels. The proposed offerings will be courses and degree programs in social science disciplines not currently available at Nova University.

Current planning is concentrated on such areas as family studies and gerontology. Planning for the future includes anthropology, economics, history, human geography, political science, sociology, and statistics.

The center contains the Institute for Applied Social Research and the Institute for Social Services to Families. The latter has been largely concerned with child welfare issues, particularly in foster care. Activities include development, training, and direct services including an in-patient facility for adolescent sexual offenders.

In psychology class - a demonstration of response to stimulation
SCHOOL CENTER

The School Center comprises The University School of Nova University and Camp Nova.

The University School is a prekindergarten through twelfth grade college preparatory institution with two campuses. One (prekindergarten through grade twelve) is on the main campus of Nova University in Davie, and one (prekindergarten through grade eight) is in Coral Springs. The school is independent, culturally-integrated, and non-profit, enrolling 1400 students.

In an environment that is humanistic, personal, and nurturing, the school blends that which is traditionally sound with innovations necessary for students to move into the 21st century. In addition to basic skills, the school teaches computer literacy/word processing beginning at the prekindergarten level, exemplified by their involvement in the nationally recognized “Writing to Read” computer program. Cou-
pled with a high ratio of experienced staff to pupils, the school offers a variety of specialized programs: ASTRA for academically advanced students; Learning Tutors for underachievers; and an after-school Cultural Arts program.

The Collegiate Studies program for potential and eminent scholars affords Upper School students the opportunity of enrolling in college courses while attending high school.

The Mentorship Program, beginning in grade seven, pairs students with professionals in law, medicine, finance, and architecture, providing real life learning and helping children make intelligent career decisions.

The two locations serve as demonstration and training facilities for graduate students in the University's Center for Advancement of Education, and for undergraduate education majors at Nova College.

Camp Nova operates during the summer months offering reading, English language, science, fine arts, and mathematics in a camp-like atmosphere. These are combined with a variety of sports activities that make learning a pleasure.

**NOVA UNIVERSITY AT CORAL SPRINGS**

Nova University established an educational center at Coral Springs specifically to meet the needs of men and women living in north Broward County and Palm Beach County. Currently

Nova holds undergraduate classes and graduate classes (leading to the master's degree) at 3251 NW 101 Avenue in Coral Springs.

Undergraduate courses leading to the bachelor of science degree in a variety of majors are offered at Coral Springs.

Graduate programs include the master of business administration (M.B.A.) and the master of science (M.S.) in counseling psychology.

The Nova University Clinic, a non-profit, publicly supported health clinic serving Northwest Broward, is located in Coral Springs.

The School Center offers primary education – prekindergarten through grade eight – and Camp Nova (each summer) in Coral Springs.

**SATELLITE TELECOMMUNICATIONS**

The Satellite Telecommunication Teleport is located at Nova University in Davie, Florida. This is a recent development and represents the next stage in Nova's field-based delivery system. Utilizing the VAX 11/780s, computer teleconferencing, and Nova's production studio, in conjunction with Satellite Telecommunication's earth station, it is now possible to provide two-way communications between clusters located anywhere in the U.S. and the Davie campus. It also provides daily communications between students and faculty.
A CHRONOLOGY OF GROWTH

Nova University, now in its third decade, is the second largest independent university in Florida, with an enrollment of 9,000.

The charter class of 17 graduate students registered in 1967.

Originally established as a graduate institution, the University now offers programs of study for freshman undergraduate students to postdoctoral students.

In 1970, The University School of Nova University, with grades from prekindergarten through twelfth, was established.

In January of 1972, the first field-based program began operating, offering the doctorate in education.

In the fall of 1974, the charter class of the law school registered, with graduation in the spring of 1977.

Nova has achieved, and continues to expand upon, its early goal of educating from the very young (the youngest enter before the age of one) to retirees (the oldest to register was in his early nineties), with all education levels and age groups in between.

This progress from 17 students to 9,000 students has produced more than 17,000 alumni, 12,500 of whom are in Florida.

ECONOMIC IMPACT

Nova is one of the largest employers in South Florida, with a faculty and staff of 900 men and women and an annual payroll of approximately $16 million.

Through the payment of University salaries and the purchase of goods and services, Nova University returns about $30 million to its local community. The resulting economic impact on the area is approximately $150 million.
Nova University operates field-based programs (clusters) for students earning master's, educational specialist, and doctoral degrees in 24 states. They are—

Alabama
Alaska
Arizona
California
Colorado
Delaware
Florida
Georgia
Illinois
Indiana
Iowa
Maine
Massachusetts
Missouri
Nevada
North Carolina
Pennsylvania
South Carolina
Texas
Utah
Virginia
Washington
Wisconsin

In addition, Nova has a master's level program of the Naval War College in Rhode Island, in Jamaica, W.I. and graduate level programs in Panama.

NOVA UNIVERSITY
Total Revenues by Budget Years ($000)

NOVA UNIVERSITY
Plant Funds by Budget Years ($000)
LOCATIONS
Courses are offered in Fort Lauderdale, Dania, Davie, and Coral Springs; at off-campus locations in 24 counties in Florida, in 24 states, and in three foreign countries.

CLASS-SCHEDULING
Full-time, part-time, day, evening, and weekend classes

MAIN CAMPUS
3301 College Avenue, Fort Lauderdale (Davie), Florida 33314
Undergraduate programs 475-7340
Graduate programs 475-7300

NOVA UNIVERSITY AT CORAL SPRINGS
3251 N.W. 101st Street, Coral Springs, Florida 33065
Call: 753-3300

CENTER FOR THE STUDY OF LAW
3100 S.W. 9th Avenue, Fort Lauderdale, Florida 33315
Call: 760-5722

OCEANOGRAPHIC CENTER
8000 North Ocean Drive, Dania, Florida 33004
Call: 475-7487

THE UNIVERSITY SCHOOL
7500 S.W. 36th Street, Fort Lauderdale (Davie), Florida 33314
Call: 475-7500
3251 N.W. 101 Street, Coral Springs, Florida 33065
Call: 752-3020
## Preschool through High School

The University School  
Fort Lauderdale (Davie) ........................................... 475-7500  
Coral Springs ....................................................... 752-3020

## Bachelor’s Programs

**Nova College – Undergraduate Programs**  
**Career Development Programs** .................................. 475-7340  
**Day Program** .......................................................... 475-7360

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## Master’s Programs

**M.Ac.**  
**Accounting** .................................................... 475-7084

**M.B.A.**  
**Business Administration** ...................................... 475-7681

**M.B.A.-Ex.**  
**Banker’s Executive M.B.A.** .................................... 475-7480

**M.I.B.A.**  
**International Business Administration** ................. 475-7681

**M.P.A.**  
**Public Administration** ......................................... 475-7681

**M.S.-Master of Science in**  
**Child and Youth Care Administration** ...................... 475-7457

**Coastal Zone Management** ...................................... 920-1909

**Computer Applications** ......................................... 475-7440

**Computer-Based Learning** ...................................... 475-7047

**Computer Education** ............................................. 475-7440

**Computer Science** ................................................ 475-7563

**Computer Studies** ................................................ 475-7440

**Counseling Psychology** ......................................... 475-7550

**Criminal Justice** ................................................. 475-7681

**Education (23 majors)** .......................................... 475-7440

**Health Education** ................................................ 475-7440

**Health Services Administration** ............................. 475-7083

**Human Resource Management** ................................... 475-7681

**Human Services** ................................................... 475-7681

**International Economics and Finance** ..................... 475-7681

**Learning Resources** ............................................... 475-7440
Marine Biology .................................................. 920-1909
Microcomputer Applications in Management ............ 475-7681
School Guidance .............................................. 475-7550
Speech and Language Pathology ............................. 475-7075
Telecommunications Management ............................ 475-7681

**Educational Specialist Programs**

**Ed.S.**

- Computer Applications .................................. 475-7440
- Computer Education ....................................... 475-7440
- Computer-Based Learning ................................. 475-7445
- Computer Studies ......................................... 475-7440
- Education (23 majors) .................................... 475-7440

**Doctoral Programs**

- **D.A.**
  - Information Science .................................. 475-7047
  - Information Systems .................................. 475-7047
  - Training and Learning ................................ 475-7047
- **D.B.A.**
  - Business Administration ................................ 475-7648
- **D.B.A.-H.R.M.**
  - Human Resource Management ............................ 475-7648
- **D.B.A.-I.M.**
  - International Management .............................. 475-7648
- **D.P.A.**
  - Public Administration ................................ 475-7648
- **Ed.D.**
  - Computer Education .................................... 475-7445
  - Early and Middle Childhood ............................ 475-7329
  - Higher Education ...................................... 475-7385
  - Leadership in Adult Education ........................ 475-7385
  - School Administration ................................ 475-7365
  - Vocational, Technical, Occupational Education .... 475-7385
- **J.D.**
  - Law ...................................................... 760-5705
- **Ph.D.**
  - Child Clinical/Applied Developmental Psychology .... 475-7550
  - Clinical Psychology ................................... 475-7550
  - Oceanography .......................................... 920-1909
- **Psy.D.**
  - Clinical Psychology ................................... 475-7550
- **Sc.D.**
  - Computer Science .................................... 475-7563
Nondegree Programs, Institutes, and Public Services

Family Center ....................................................... 475-7670

Family Services .................................................... 475-7670
Psychological Services ............................................ 475-7670

Educational Services ............................................. 475-7670

Professional Services ........................................... 475-7670

Ralph J. Baudhuin Oral School ..................................... 475-7324
Intensive English Program for
International Students .......................................... 475-7430
The Banking Institute ............................................. 475-7480
Continuing Education in Psychology ............................ 475-7550
Postdoctoral Institute in Psychotherapy ......................... 475-7006
Institute for Retired Professionals .............................. 475-7337
Institute for Applied Social Research ........................... 370-0701
Institute for Social Services to Families ....................... 476-7661
Microcomputer Lab .................................................. 475-7463
Institute for Survival Technology ................................ 920-1909
Nova University Mental Health Clinic ......................... 753-7020
The University School Davie ........................................ 475-7500
Coral Springs .......................................................... 752-3020
**INFORMATION REQUEST FORM**

I would like more information about the following Nova University center(s) and Program(s).

**Preschool through high school**
- The University School
- Davie
- Coral Springs (a private school)
- The Family Center
- Nova University at Coral Springs

**Bachelor's Programs – Undergraduate**
- Accounting
- Administrative Studies
- Business Administration
- Community Psychology
- Computer Engineering
- Computer Information Systems
- Computer Science

**Master's Programs**
Select no more than three.
- M.Ac.
  - Accounting
- M.B.A.
  - Business Administration
- M.I.B.A.
  - International Business Administration
- M.P.A.
  - Public Administration
- M.S.
  - Child and Youth Care Administration
  - Coastal Zone Management
  - Computer Applications
  - Computer-Based Learning
  - Computer Education
  - Computer Science
  - Computer Studies
  - Counseling Psychology
  - Criminal Justice
  - Education (23 majors)
  - Health Education
  - Health Services Administration
- Ed.S.
  - Computer Applications
  - Computer Education
  - Computer-Based Learning

- M.Ac.
- M.B.A.
- M.B.A.-Ex.
  - Banker's Executive
- M.B.A.
- M.I.B.A.
- M.P.A.
- M.S.
  - Human Resources Management
  - Human Services
  - International Economics and Finance
  - Learning Resources
  - Marine Biology
  - Microcomputer Applications in Management
  - School Guidance
  - Speech and Language Pathology
  - Telecommunications Management

**Educational Specialist**
- Computer Applications
- Computer Education
- Computer-Based Learning
- Computer Studies
- Education (23 majors)
Doctoral Programs

D.A.
- Information Science
- Information Systems

D.B.A.
- Business Administration

D.B.A.-H.R.M.
- Business Administration—Human Resource Management

D.B.A.-I.M.
- Business Administration—International Management

D.P.A.
- Public Administration

Ed.D.
- Computer Education
- Early and Middle Childhood
- Higher Education
- Leadership in Adult Education
- School Administration
- Vocational, Technical Occupational Education

J.D.
- Law

Ph.D.
- Child Clinical/Applied Developmental Psychology
- Clinical Psychology
- Oceanography

Psy.D.
- Clinical Psychology

Sc.D.
- Computer Science
- Human Resource Management

COMMENTS: __________________________________________

NAME _____________________________________________

ADDRESS ___________________________________________

CITY ___________________ STATE _______ ZIP __________

HOME PHONE ( ) _______ BUSINESS PHONE ( ) _______
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