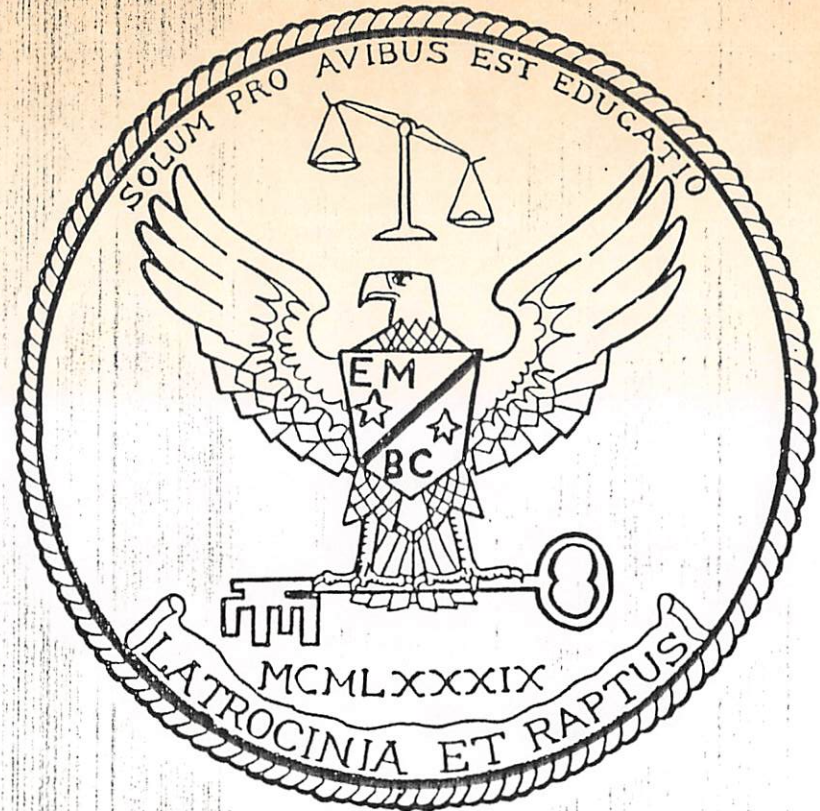


EASTERN MISSOURI



BUSINESS COLLEGE

1988

Student Catalog

300 N. 4th Street, P.O. Box 301
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(314) 621-1461

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MESSAGE FROM THE PRESIDENT

By evaluating all life/job experiences and combining these with any special training, tests, military skills, credits from other universities, etc., we have found that most professionals have achieved educational levels equal to Bachelor, Master or Doctorate Degree status. Eastern Missouri Business College awards degrees based on the above criteria and enables the experienced, non degreed individuals to further emphasize their potential worth in their future activities. We do not guarantee that a degree from Eastern Missouri Business College will get you the job or position you want, but your degree and its associated evaluation transcript will show the skills you have already achieved. It will also prove your desire to better yourself and advance in your selected field.

We realize that experienced, mature individuals do not have the time or money to suspend their work activities and attend a university or spend thousands of dollars for their degree. Most of you must work to put a roof over your head, food on the table and clothes on your back. You have obligations on both your time and your money. It is for this person we have established the non-resident, alternative degree program of Eastern Missouri Business College.

In keeping with the current trend of business and industry to provide more credence to experience, I helped to plan, develop and implement the Professional Degree Program offered by Eastern Missouri Business College. This Professional Degree Program recognizes professional experience as an excellent base for academic credits.

The program is not founded entirely on so called "life experience" but permits consolidation of credits which a professional may have received from various sources, i.e. correspondence courses, seminars, conferences, professional organization courses, traditional courses from several different universities, company and corporation courses, etc.

The Professional Degree Program of Eastern Missouri Business College has been designed to help the dedicated professional surmount this problem. All credits applicable to a degree program from Eastern Missouri Business College will be applied against the program the Degree Candidate is seeking.

Eastern Missouri Business College has no large campus, no huge libraries or costly physical plants. We have only professionals aiding other professionals in achieving academic recognition, and after all, a university is really people, not buildings, stadiums or libraries. As stated by Cesear, "Ad Majorem Confusionem multitudinis."

I am very proud to have been a part of the development of Eastern Missouri Business College and its Professional Degree Program. I am also honored to have become President of Eastern Missouri Business College whose graduate are outstanding professionals and leaders in the various groups they represent.

If you are a true professional with expertise in one of the programs we offer, we will be pleased to have you enter our Professional Degree Program.

Dr. Richard Taylor, President



ADMINISTRATION

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• DEGREES:

Theology/Masters/Doctorate

Eastern Missouri Business College is a not-for-profit college organized under the Auspices of the Eastern Missouri Byzantine Church. Under the theology program, individuals are trained to become practicing ministers and/or psychological counselors or therapist. The program leads to a Ph.D. and eligibility for certification as a church sponsored counselor or therapist. All persons interested theology should contact Dr. Richard Taylor for an in depth interview.

In order to enter the program, students should have a bachelor's degree or the equivalent of five years counseling experience as a minister or religious counselor.

Law Program:

Minimum Required Education to enter program--60 units or A.A. or pass CLEP Exam

Law Program Curriculum: Eastern Missouri Business College offers the following subjects in the School of Law. These courses are to be taken in their suggested sequence unless they duplicate previously credited courses. Each course has an assigned unit value. Sixty units are required to complete the academic law program. Seventy five units are required to complete the California Bar Program.

FIRST YEAR

Introduction to the Study of Law
Criminal Law
Contracts
Torts

SECOND YEAR

Real Property
Legal Research
Agency and Partnership

THIRD YEAR

Corporations
Constitutional Law
Wills, Trusts & Probates
Evidence

FOURTH YEAR

(Bar Students Only)
Community Property
Criminal Procedure
Remedies
Elective

Elective Courses: A variety of elective courses are available. Although no pattern of elective course selection is necessary, it is possible to arrange elective course work so that the result is conducive to developing an in-depth understanding of an area of legal knowledge.

To accommodate students who have such an objective, the counseling office is prepared to pre-plan the students program. While the pre-planning of elective may enhance intellectual appreciation of a legal area, it is not intended and does not purport to develop for speciality practice.

Conflict of Laws	Administrative Law
Immigration Law	Labor Law
Insurance Law	Federal Income Taxation
Estate and Gift Taxation	

Graduates of the Eastern Missouri Business College Law Division are eligible to take the

California Bar Exam and can then be licensed to practice law in most of the 50 states within a wide variety of fields of expertise.

School of Management:

Eastern Missouri Business College offers students a wide variety of business related programs leading to a virtual plethora of specialized fields. Examples are listed below, although a management degree can be awarded in almost any field:

Masters/Doctorate

Business Management: Marketing
Accounting
Data Processing
Economics
(International, Micro, Home)
Engineering (E.E. Chem. E. Genetic)
Biological Science
Marine Biology
Aerospace Science
Social Worker
Health Services
Ergonomics
Administration of Justice
History and Technology
Music Technology/
Electro-Media
Publishing/Literature
Physical Education
American Political Systems
International Law and Economic Policy

Bachelors--120 units to graduate, or the equivalent. Eastern Missouri Business

College requires 60 units or five years experience in the field of specialization in order to enter its school of management.

The Masters program in management requires a bachelor's degree or ten years experience in the field of specialization.

The Doctorate program in management requires the masters degree or the bachelor's degree plus seven years of experience in the field of specialization. In order to receive the doctorate, the student must complete the following courses:

Research Design	5 units
Statistics	5 units
Elective Area of Specialization	5 units

Every candidate for a doctorate degree in management must submit a doctoral dissertation which profoundly contributes to human knowledge in the field of the student's specialization. Such dissertations must be at a minimum 15 pages in length.

Diplomas/Transcripts

Upon completion of degree requirement and payment of all fees an original diploma and original transcript with embossed seal will be sent to the graduate. The transcript data will be kept on file at the university and copies will be sent to firms, organizations, etc., as the graduate desires. Requests from firms, companies, etc., will not be honored unless authorized by the graduate. If a graduate accrues additional credits after completion of his/her degree, these will be added to his/her file transcript at no additional charge. No fee

is charged for the original diploma or transcript. If a replacement diploma or transcript is required, fee of \$50.00 for the diploma and transcript will be levied. No fees will be charged for the first ten copies of transcripts sent to schools, universities, business, etc. A fee of \$5.00 for each additional transcript required by the graduate is assessed for transcripts in excess of the 10 free copies.

Tuition Refund Policy:

The following refund schedule has been established in recognition of both the University's advanced commitment operating expenses and a spirit of fairness to find it necessary to discontinue use of the University's services. Refunds upon dismissal or suspension are the same as for voluntary withdrawal. Tuition received by Eastern Missouri Business College will be reimbursed according to a formula dependent upon the date of enrollment and the date of withdrawal.

Enrollment for refund purposes is considered to have commenced on the day registration money is received. Enrollment is considered to have ended on the day Eastern Missouri Business College receives written notice of withdrawal. Eastern Missouri Business College will have earned the entire contracted amount after a student has been enrolled in the program for more than 90 days. The student is responsible for the payment of any outstanding obligations to the University.

If a student withdraws from the program, giving written notice of the reasons for so doing, Eastern Missouri Business College will

refund tuition according to the following schedule:

0 - 48 hours	100%
2 - 30 days	25% less \$100
30 - 90 days	10% less \$100
Over 90 days	No refund

Tuition, Law Program:

\$2,995.00 (plus expenses), call the University for information.

Master of Arts and Science Degree Program:

\$2,495.00 (plus expenses), lab fees, etc.

Doctoral Program:

\$3,295.00 (plus dissertation fee, lab fees, travel expenses, etc.)

Thesis/Dissertation/Resume:

All materials and supporting documents sent by you will become part of your permanent record at the University. For this reason please do not send original documents. If you do not have documents or supporting data due to loss of these items and you are unable to procure duplicates of the materials, please give dates, names, types of documents, etc. Your portfolio should be typed, in chronological order and contain life experiences, schooling, military schools/service, volunteer work, professional organizations, special projects, offices or positions held, papers and research materials, written/published, travel, etc. This portfolio should be a complete review of your entire life, from completion of high school until the present time. This will be the most important document you will ever prepare as it will be used to evaluate and award college/university credits and

ultimately, if you are eligible, result in the award of your degree.

Take your time in its preparation, include EVERYTHING which was a learning experience, no matter how small it may seem to you. Remember, experience is learning and learning creates degree credits.

Some examples of life experience follow:

Speaking a foreign language
Travel to foreign countries (extended period)
Being a chairperson of a committee
Volunteer work
Acting as a tutor
Selling Real Estate
Starting a business
Learning or teaching first aid
Being on a labor grievance committee
Reading books on technical subjects
Supervising other people in various projects (degree allied)
Reading books
Preparing and giving a lecture
Establishing an "On the Job Training Program"
Taking an "On the Job Training Program"
Setting up a seminar or conference
Bird Watching Society
Working for law enforcement agencies
Heading a factor safety group
Working with a concerned consumer group
Editing a paper, book, correspondence, etc.
Writing a professional paper
Representing your firm at seminars, conferences
Managing an office
Writing a book (degree allied)
Organizing a safety committee
Being a volunteer fireman
Teaching or taking EMT

ACADEMIC POLICIES

Western States University for Professional Studies reserves the right to immediately suspend or terminate a degree candidate from a program for any of the following reasons:

1. Falsification of records or work submitted for evaluation assessment.
2. Failure to submit proper required data s described in the degree requirement and fees section. The University will have to assume the candidate has dropped. Such candidates may reapply within a 6 month period. Re-admission is contingent upon payment of full fee or the balance thereof, plus a \$70.00 charge for re-admission.
3. Utilizing the Eastern Missouri Business College for Professional Studies degree and transcript for fraudulent reasons.

MISCELLANEOUS:

If you have any additional questions or comments regarding Eastern Missouri Business College, do not hesitate to write or call in Care of Dr. Richard Taylor, Eastern Missouri Business College, 300 N. Fourth St., P.O. Box 301, St. Louis, MO 63102. (314) 621-1461. Eastern Missouri Business College is a not for profit institution operated under the auspices of the Eastern Missouri Byzantine Church, a nondenominational church encouraging belief in all forms of benevolent worship, and promotion of the human condition.