

# Undergraduate catalog (2016 – 2017)

## 1a – General Information

### Our Leadership

The President, administrators and Board of Trustees [lead our college](#).

### Academic Calendar

View the [calendar](#) of academic dates and campus events.

### Institutional Overview

God’s Bible School was founded by Martin Wells Knapp in 1900 and is one of the oldest Bible colleges in America. What is now the college of God’s Bible School began as a diploma course, devoted almost exclusively to the study of the Bible and of practical subjects to enable the student to be an effective worker in what M.W. Knapp called the “great, whitened harvest field.”

The original program was called the Christian Worker’s Course. Later, it was expanded to a three-year course of study and, in 1936, to a regular four-year collegiate program. At that time, the Department of Education of the State of Ohio granted authorization to God’s Bible School to confer baccalaureate degrees.

### Accreditation, Memberships & Assessment

#### Accreditation, Approval & Memberships

We are accredited by HLC and ABHE and are authorized by a number of government agencies. [View the status](#) of these and other institutions.

### Philosophy and Purpose

GBSC’s educational philosophy begins with the conviction that the Bible is the inspired and infallible Word of God that provides the coordinating center for all of the institution’s educational programs. Consequently, a comprehensive

knowledge of the Bible is essential for understanding and interpreting the Christian faith and is considered primary in preparing the student for his or her Christian ministry. In harmony with this emphasis, every graduate completes a concentration in Bible and theology. Biblical knowledge must be complemented by education in the liberal arts and professional skills if the educated Christian is to be adequately prepared to “serve the present age.”

## **Mission Statement**

Our [mission statement](#) has guided us for over 100 years. It remains the focus of our decision making process.

## **Distinctives of the College**

God’s Bible School and College is known for its distinctive characteristics, which include the following aims: to provide education for the student of limited financial means, to accommodate the underprivileged student, to inculcate within students the faith principle of support for God’s work and to provide a place where a person of means may sponsor the training of Christian workers. The college endeavors to preserve these distinctives as a part of its heritage. Its ultimate aim is to develop within its students a fervent desire to serve in the work of God and to promote the interests of His kingdom at home and around the world. Its goal is to produce holiness preachers, missionaries, Christian educators, musicians and Christian laity who have a burning passion for Jesus Christ and who see ministry as inseparable from the Christian’s life. God’s Bible School and College is interdenominational and consequently stresses the oneness of God’s people. Therefore, effort is put forth to work together with all Christians for the propagation of Biblical holiness, regardless of denominational affiliation or differences in matters of ecclesiastical organization.

## **Doctrinal Statement**

The historic position of God’s Bible School and College is summarized in the [doctrinal statement](#). This statement represents the common core of holiness teachings, following the pattern of John Wesley and early Methodism. Certain

items of this common core of doctrine have been given special emphasis during the history of the school from the days of its founder to the present. These special items deserve restatement here as a part of the institution's spiritual heritage:

- The missionary responsibility of the Christian;
- The importance and power of prayer;
- The blessed hope of the return of the Lord Jesus;
- The promise and possibility of physical healing in answer to the prayer of faith; and
- The life of separation which befits a Christian testimony.

## **Institutional Goals**

Our [institutional goals](#) describe what we want to do as we provide educational programs.

## **The Educated Christian**

The [Educated Christian Statement](#) describes the ideal GBSC graduate.

## **Institutional Objectives**

The faculty has established the following objectives for the college. BA graduates will demonstrate:

1. A foundational knowledge of the Bible.
2. A commitment to Biblical truth and to lifelong study and application of its meaning.
3. Christ-like attitudes and actions.
4. A desire and commitment to fulfill the Great Commission.
5. An awareness of their spiritual gifts and evidence of the fruit of the Spirit as they minister to others.

6. An awareness of diverse cultural elements and the ability to evaluate them from a Christian worldview.
7. Proficiency in critical thinking, writing, public speaking and technology use.
8. Knowledge of the arts and sciences.
9. Knowledge and skills consistent with their professional areas.
10. A written Christian servant-leadership philosophy statement that identifies leadership skills appropriate to their majors

## **Facilities**

God's Bible School and College has eight major buildings.

1. The M.G. Standley Administration Building houses administrative offices, the *Revivalist* offices, faculty offices, The Commons and classrooms.
2. The Miller-Deets Student Center houses a dining hall, student snack bar, Presidential Dining Room, a recreation area, classrooms and faculty offices.
3. The Knapp Memorial Building houses the Adcock Chapel, a men's residence hall, offices and classrooms.
4. The McNeill Music Hall houses music faculty offices, classrooms and practice rooms.
5. The Revivalist Memorial Building houses a women's residence hall, offices and classrooms.
6. The Allan Clarence Strong Residence Hall provides small apartments for nontraditional-aged students.
7. The R.G. Flexon Memorial Library provides shelf space for 50,000 volumes, study areas, the Learning Commons, offices and campus archives.

8. The Patterson Facilities Building houses the office of Campus Administrator as well as the custodial and maintenance departments.

## **Academic Freedom Policy**

God's Bible School and College is committed to the pursuit and dispersal of truth. It is not expected that all faculty members will reach perfect agreement on every question in the pursuit of truth. Consequently, each teacher is granted academic freedom in the classroom to present various viewpoints and philosophies on any given subject.

God's Bible School and College believes the Bible is the inspired Word of God and therefore is the standard against which all truth is to be measured.

Furthermore, the College has expressed a summary of its beliefs in a doctrinal and life-style statement. Each faculty member signs in his contract a statement affirming his agreement with this statement.

A balance is thus developed between freedom and responsibility. On the one hand, the College must not restrict academic freedom among its faculty members. On the other hand, the teachers must not abuse the freedom granted but must exercise this freedom within the context of the Doctrinal Statement of the College.

Academic freedom does not, therefore, give a teacher the right to change the theological position of the Institution. Those who cannot honestly work within the parameters of the Doctrinal Statement have an ethical obligation to resign. As a person of learning and a member of this educational institution, the teacher should remember that the public may judge the profession and the institution by what a teacher says or writes. Hence, the teacher should respect the opinions of others and the written positions of the institution.

The teacher has the freedom and responsibility to acquaint students with various views concerning controversial issues within the teacher's field of subject matter competency. However, this freedom must be exercised within the parameters of the institution's written positions of doctrine and life-style. It is expected that such discussions will be carried out in a congenial and professional manner.

# **1b – Admissions Information**

## **Admission Requirements**

### **Christian Life Requirements**

GBSC's mission commits it to preparing students for life lived in fulfillment of the Great Commission, seeking to see the lost saved and the saved disciplined into mature Christ-followers. Given this mission, applicants are normally to have a saving faith in Jesus Christ and to be committed to following His will.

Additionally, applicants for admission are required to agree to live in complete accordance with the institution's Affirmation of Faith, Doctrine statement and Statement of Faith, which are included in the institution's Catalog. The institution's Sex Offender Policy includes admissions restrictions for some individuals.

### **Academic Requirements**

Only high school graduates, with a minimum GPA of 2.0 and 17 units of credit (see below), or persons with equivalent preparation (including home school graduates) may be matriculated in the college as candidates for associate or baccalaureate degrees. The GED test, if passed with a minimum score of 150 on each module and 600 combined, will be accepted as equivalent to a high-school diploma.

The applicant should have a total of 17 high-school units of credit. Basic subjects included in this total are:

- English (including composition): at least 3 units
- Mathematics and science: at least 4 units
- Social studies: at least 2 units
- Electives: enough to bring total units to 17

It is recommended that ACT or SAT scores be sent to the Office of Admissions. While not required for admission, scores may help some applicants demonstrate merit necessary for admission. Additionally, minimum scores are requirements for some institutional financial aid.

Students may be required to complete an admissions interview and/or to submit a portfolio of completed academic work.

## Transfer Students

Students who have previously attended another college are required to provide GBSC with official transcripts from all other institutions. (This will initiate evaluation for possible transfer; see GBSC's [Transfer of Academic Credit Policy and Procedure](#).) If an applicant has withdrawn from another institution accredited by the Association for Biblical Higher Education (ABHE), the applicant's withdrawal status will be verified with that institution, in accordance with ABHE's ethics policies.

## Admissions Process

An applicant desiring admission to God's Bible School and College should proceed following the appropriate directions below.

1. Complete an application. The entire application process is online and may be accessed by going to [apply.gbs.edu](http://apply.gbs.edu). Follow all guidelines and submit all necessary documentation.
  1. For a U.S.-citizen applicant, the following items are required.
    - Application (online)
    - Pastor recommendation (online)
    - Teacher recommendation (online)
    - Professional recommendation (if appropriate; online)
    - High school transcript or equivalent
    - FAFSA (if applicant desires financial aid or wishes to participate in the Student Work Program; the Student Work Program requires a separate application)
      1. For an international applicant, the following items are required. (Also see the "International Students" section below.)
        - Application (online)

- Application fee (\$50, due to postage and handling costs)
- Pastor recommendation (online)
- Teacher recommendation (online)
- Professional recommendation (if appropriate) (online)
- High school transcript or equivalent
- English proficiency information (see International Applicants, below)
- Financial certification form (see International Applicants, below)
- Affidavit of sponsorship (see International Applicants, below)
- Physical examination form

### **Decision Process**

Admissions decisions are made by the Admissions Committee. Note that exceptions to the above requirements may be made in some cases. Additionally, a student may be accepted in one of several categories:

1. Standard acceptance: no limitations on enrollment
2. Provisional acceptance: accepted pending receipt of additional information
3. Nonmatriculated acceptance: accepted to take classes but not enroll into a degree program
4. Assisted acceptance: accepted with required academic assistance, which may include course enrollment limits

### **English Placement**

Incoming freshmen complete the English Placement Assessment to select the course which best fits their education, experience, and skill in writing – either ENGL 090 (English Grammar and Composition) or ENGL 101 (English Composition 1). After taking the assessment, students receive customized feedback that guides them into an appropriate course selection.

ENGL 090 is a four-credit course that does not count toward degree requirements but is designed for students whose grammar use and writing

fluency are not yet ready for ENGL 101. Upon completion of ENGL 090, students should be prepared for ENGL 101.

Incoming freshmen who have received an ACT or SAT writing score should also consider the following to make an appropriate course selection:

- Students who score at or below 4 should seriously consider ENGL 090.
- Students who score above 4 may be prepared for ENGL 101.
- Students who score at or above 10 may apply for academic credit for ENGL 101 (see policy for Credit Based on SAT Score in the current College Catalog).

## **International Applicants**

God's Bible School and College is authorized under federal law to enroll nonimmigrant alien students. The following information concerning English proficiency and financial resources applies to international applicants.

### **English Proficiency**

All international students whose native language is not English are required to submit evidence of English proficiency as follows.

1. Applicants must take the SAT or test (required of all students; see "Pre-Admission Testing"). If the sum of the Critical Reading and Writing subscores is 800 or higher, no further test is required to demonstrate English proficiency.
1. If the SAT score level described above is not achieved, an applicant may take the TOEFL (Test of English as a Foreign Language) and score at least 480 on the paper-based test, 147 on the computer-based test or 54 on the Internet-based test to demonstrate English proficiency. GBSC's TOEFL number is 1238. For information concerning the TOEFL, one should contact the local Cultural Affairs Officer. Write to

TOEFL Publications, CN6154, Princeton, New Jersey, 08541- 6154, U.S.A., or visit the TOEFL website at [www.toefl.org](http://www.toefl.org).

1. Applicants who meet all admission requirements except English proficiency have the option of being conditionally accepted to GBSC and attending ELS/Cincinnati, which is located about five minutes from GBSC on the campus of the University of Cincinnati (UC). ELS/Cincinnati provides intensive English language training and specializes in helping international students improve English proficiency. Applicants must apply separately to ELS/Cincinnati and enroll at ELS/Cincinnati until completion of ELS Level 110. For more information about applying to ELS/Cincinnati and the costs, please visit [www.els.edu/cincinnati](http://www.els.edu/cincinnati). Students who have been conditionally accepted to GBSC and are attending ELS/Cincinnati are eligible to live on the GBSC campus if space is available. Students who are enrolled in ELS Level 108 may also enroll part-time concurrently at GBSC.

### **Financial Resources**

The U.S. Government also requires that GBSC secure evidence of financial resources from international students. For holders of a student visa (F-1), proof of financial resources requires the following.

- An affidavit pledging that support is available for all four years of schooling
- A bank statement showing enough liquid assets to pay all tuition and living expenses for the first year

Federal financial aid is not available for nonimmigrant international students.

### **Deadlines**

Although applications are accepted until the last day to add a class for that particular semester, applicants are encouraged to finish the process as early as

possible. Applicants often find that privately-funded scholarships, such as those from corporations and nonprofit organizations, are denied them unless they have already been accepted; thus early application can have financial-aid benefits. Consequently, all applications and fees should be sent by July 1 for the fall semester and by December 1 for the spring semester.

## **Registration**

One day at the beginning of each semester, as indicated on the academic calendar, is designated as registration day for new students. Only students who have been formally accepted may register.

Returning students will register for their classes with an academic advisor during the time set aside on the academic calendar. A late registration fee will be required of returning students who do not complete registration during this period.

The final cutoff date for late registration in any semester will be the day on the calendar identified as the “Last Day to Add or Drop a Class.”

More information on academic registration may be found in the Academic Information section.

## **Additional Important Information**

Before a student comes to God’s Bible School and College, this section should be read carefully.

1. Please be sure that a letter of acceptance has been received from the Office of Admissions.
2. Take care of physical examinations or other personal physical needs. Also, submit the state-required vaccination status statement (an applicant should receive this form from the Office of Student Affairs after being accepted).
3. Students should be sure their finances are in order. Each student is expected to pay (1) application and mandatory fees, (2) tuition, room

and board for the semester and (3) charges for books and supplies required for classes.

4. Any special fees and/or deposits for which the student becomes responsible by registering for certain courses will automatically become part of the mandatory fees and will be payable at the time of registration.
5. Each student who will be residing in a residence hall must bring bedding and personal necessities. All rooms are equipped with single beds, desks and dressers.
6. Each student must be responsible for his/her incidental and possible medical expenses.

## **1c – Student Life Information**

You can find information about campus life and policies in [Student Life](#).

## **1d – Financial Information**

### **Introduction to Financial Information**

Use our [financial calculator](#) to estimate your costs and read our [financial aid](#) page to see how you can lower your overall costs.

### **Tuition**

The regular college tuition rate for full-time students is based on a normal semester load of 12 to 18 hours. A student who enrolls for more than 18 hours per semester must pay an additional hourly tuition rate for each hour in excess of 18 hours. A student who takes fewer than 12 hours is classified as a part-time student and must pay tuition based on the hourly tuition rate. Tuition rates may be found in the Semester Charges section of the catalog.

### **Room**

Students are required to live on campus, except those who are married, those who commute from home and upperclassmen who are given special permission by the Office of Student Affairs to live off campus.

Adequate residence hall facilities are provided for all unmarried students.

Residence hall rooms are furnished with single beds, closets, dressers and desks.

Coin-operated facilities are provided where students may do their laundry.

Residence hall students are assigned a roommate, unless a special request for a private room is made and approval is given by the Office of Student Affairs. In such a case, the student will be charged an additional room fee per semester.

## **Board**

All resident students are required to eat in the school's dining hall. No credit will be given for meals missed. However, sack lunches or other arrangements may be requested by those who work off campus when the GBSC cafeteria is serving meals.

## **Mandatory Fees**

All students must pay two mandatory fees: the IT fee and the general services fee.

The general services fee funds the upkeep of the Student Center, recreation center and health services. Included in this fee is an insurance policy which covers each student with secondary accident insurance. The general services fee covers the areas listed below.

- Learning resources – the funds generated from this fee are used to insure that the libraries have sufficient funds available to build library collections to support the curriculum and to assist student learning support programs.
- Student activities – the funds generated from this fee support student government activities, programs, and student organizations.

- Yearbook – this fee is a per semester charge of \$40. If a student does not take more than six hours in one or both of the semesters, a total of \$80 must be remitted before the student may receive a copy of the current yearbook.
- Technology – the funds generated from this fee are used to enrich the educational experience of attending GBSC by addressing technology needs in campus-wide computing/networking and providing access to public computer labs and to Help Desk support services.

## **Special Fees**

If a class has a special fee, it will be so noted at the end of its description in the Course Descriptions section of the catalog. Types of special fees are listed below.

- Lab fees are assigned to classes that have a laboratory experience, for example computer classes or family/home studies classes.
- Materials fees are assigned to those classes which require materials to be replenished, such as Choir or Symphonic Wind and String Ensemble.
- The applied lesson fee includes on-campus instruction from a full-time faculty member, an accompanist for non-piano students and year-long tuning and maintenance of institutionally-owned instruments.
- The graduation fee includes the cost of the diploma and regalia, as well as administrative expenses.
- Transcripts will not be issued until payment is received.

## **Semester Charges**

### **Tuition**

- 12 to 18 hours \$3,000
- Under 12 hours (per hour) \$225
- Over 18 hours (per hour) \$225
- Continuing Education (per hour) \$125
- Audit (per hour) \$125

### **Room and Board**

- Room varies by room type:
- Double occupancy room \$900
- Private room without bath \$1,200
- Private room with bath \$1,800
- Strong Residence Hall \$2,400 (6 months' rent for single, full-time undergraduate; rates vary for other students)
- Board \$1,225

### **Mandatory Fees**

- General services (for full time students) \$420
- If taking <6.5 hours \$35 per credit hour

### **Registration and Graduation Fees**

- Late registration \$50
- Add/drop (per occurrence) \$10
- Graduation \$100
- Transcript \$5 (requests may cost more based on processing fees)

### **Miscellaneous Fees**

- Appliance \$75
- Vehicle permit \$75
- IT (resident student) \$100
- IT (non-resident student) \$45

- Music lessons and classes \$160
- Lab (per class) \$45
- Materials (per class) varies
- Independent study (per hour) \$40
- Online study (per hour) \$40
- Late payment \$15
- Early exam \$25
- Diploma reprint \$10 (plus setup)
- ADEP library fee (full time) \$75
- ADEP library fee (part time) \$5 per credit

Please note that these charges may be changed at the discretion of the Board of Trustees.

## **Payment of Accounts**

All student accounts are due and payable at the time of enrollment. If the student is unable to make full payment at registration, a deferred payment plan must be arranged with the business manager before registration is complete. Under this plan, all of the fees and 20% of the outstanding balance is due at registration. The remaining balance is then divided into four equal, monthly payments. If the student is able to make full payment at registration, a 2% discount on tuition will be given.

Deferred payments become due and payable on the 10th of each month and will become delinquent if not paid by the 15th of each month. A \$15 late-payment charge will be added to the student's account if payment is not made by the 25th day of the month.

If a student's account becomes 35 days past due, the individual will lose his/her student status. In no instance will a student receive any grades or transcripts until all financial obligations have been met.

## **Refund Policy: Withdrawal from School**

### **Voluntary Withdrawal**

In financial matters, the relationship between the student and the institution takes the form of a contract. For this reason, refunds to students not completing a full term of study will be made only after the student completes a withdrawal petition form and obtains the required clearance signatures listed on the form. Students may obtain a withdrawal petition form from the Office of the Registrar. The completed petition is to be submitted to the Registrar. Students who have completed the withdrawal petition and have obtained the necessary clearances will receive refunds following the schedule below (effective withdrawal date is the day the completed form is submitted to the Registrar). There is no refund for fees.

<b>If the effective withdrawal date is...</b>	<b>The student receives...</b>
Within first 2 weeks after registration	80% refund
During 3rd full week after registration	60% refund
During 4th full week after registration	40% refund
During 5th full week after registration	20% refund
After the 5th full week after registration	No refund

### **Refund Medical/Health Withdrawal**

In cases where it becomes necessary for a student to completely withdraw from school due to medical or other health reasons, and if there is adequate documentation by a physician and/or health professional, tuition, room and board will be prorated by the week or any portion for a week attended. Fees are charged at 100 percent. The withdrawal should be coordinated through the Office of Student Affairs, which will review any necessary documentation related to the nature of the withdrawal.

### **Involuntary Withdrawal (Dismissal/Loss of Student Status)**

In the event that a student is expelled, no refund will be made for any charges that have been applied to the student's account for the semester in which he or she is expelled. If the semester balance is not paid in full, he or she will be billed for the remaining balance.

### **Improper Withdrawal**

Students who withdraw from school without completing a withdrawal petition form, including obtaining the required clearance signatures listed on the form, will be considered to have "improperly withdrawn." In those cases, no refund is granted to the student. If the semester balance is not paid in full, he or she will be billed for the remaining balance.

## **Refund Policy: Dropped Courses**

If a student drops a course on or before the published last date to drop a class, a refund will be made to the student's account if the change affects his or her tuition or special fees for that course. Tuition and special fees for courses dropped will not be refunded after the first two weeks of the semester. After the last date to drop a class, students may withdraw from a class until the last date allowed to withdraw from a class, but no refund of fees or tuition will apply. (See page for the procedure for adding/dropping or withdrawing from courses.)

## **Financial Aid**

Over the years, GBSC has helped thousands of students graduate despite many students not having abundant personal financial resources. Through student employment opportunities, various federal and state grants/loans and academic scholarships, many have found it possible to attend college. Financial concerns should not keep a person from attending GBSC and preparing for ministry. Read our [financial aid](#) page to see how you can lower your overall costs.

## **1e – Academic Information**

### **Majors & Degree Programs**

Listed are [majors and areas of concentration](#) with the associated degrees awarded through designated academic divisions.

The table below lists our undergraduate and their academic divisions. For explanation of terms used please see our [key college terms](#). Associate's degrees require that a minimum of 60 credit hours be earned, and bachelor's degrees require a minimum of 120 credit hours. While a course may be listed in more than one of a degree's required areas, the credits only count once toward the total credit hours required.

<b>Major</b>	<b>Division</b>	<b>Degrees offered</b>
Biblical and Theological Studies	Ministeria I Education	Bachelor of Arts
Bible and Theology	Ministeria I Education	Associate of Arts
Church and Family Ministry	Education and Professional Studies	Bachelor of Arts
Church Music	Music	Bachelor of Arts: Tracks in Performance, Non-performance
Elementary Education	Education and Professional Studies	Associate of Applied Science

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Elementary Education and Music Education	Education and Professional Studies, Music	Bachelor of Arts in Elementary Education and Music Education
General Business	Education and Professional Studies	Associate of Arts
General Studies	Education and Professional Studies	Associate of Arts
Integrative Studies	Education and Professional Studies	Bachelor of Arts
Intercultural Studies and World Missions	Intercultural Studies and World Missions	Bachelor of Arts Associate of Applied Science

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Ministerial Education	Ministerial Education	Bachelor of Arts: Tracks in Christian Counseling, Education, Music Ministry, Urban Ministry, World Missions, Youth Ministry  Associate of Applied Science
Music Education	Music	Bachelor of Arts: Tracks in K-12 performance, K-12 non-performance, K-8 Music Education/Classroom Education
Music Ministry	Music	Associate of Applied Science
Teacher Education	Education and Professional Studies	Bachelor of Arts: Tracks in Elementary Education and Secondary English Education

## Multiple Majors/Degrees

A student who, after receiving one degree, wishes to earn an additional degree must meet all program requirements for the new degree. Bachelor's degree candidates must earn at least 30 semester hours beyond those earned for the most recent degree, and associate's degree candidates must earn at least 15 semester hours beyond the requirements for the most recent degree.

## Minors

Degree-seeking undergraduate students may choose to pursue a BA minor along with their BA major. A minor may also be earned by a graduate who has already earned a baccalaureate degree from GBSC. Successful completion of

the minor requires a 2.0 GPA across the minor's courses, which must all be taken for credit.

The table below lists available minors and the academic division that offers each. More information about minors may be found in the Academic Programs section of the catalog.

<b>Minor</b>	<b>Division</b>
Ancient Languages	Ministerial Education
Children's Ministry	Education and Professional Studies
Counseling	Education and Professional Studies
Educational Foundations	Education and Professional Studies
English	Education and Professional Studies
Church Music	Music
Music	Music
Piano Pedagogy	Music

## **Declaration of Program**

Program Declaration forms may be obtained from the Office of the Registrar. These are normally completed during the student's initial registration and must be signed by the student and the Program Coordinator for the program into which the student is matriculating. Students must declare a program to be eligible for certain types of financial aid.

## **Change of Program or Campus**

A student who desires to change from one program of study to another, or from one enrollment campus to another, may acquire the Change of Program form from the Office of the Registrar. In order to graduate with the new degree, the student must complete all requirements for the new program.

Change of Program forms submitted after the last date to add a class will normally become effective the following semester. Necessary exceptions may be made at the student's request upon the approval of the registrar.

## **Catalog of Reference**

Students will graduate under the requirements of the catalog in effect during the term within which they begin their program. If the student withdraws from school and later re-enrolls after more than one semester of academic inactivity, he or she must meet the requirements of the catalog in effect at the time of the re-enrollment. For an exception, a student must submit a letter of appeal to the Office of Academic Affairs; the appeal will be heard by the Academic Committee.

When a student declares a program, he or she must meet the program requirements of the catalog at the time of the declaration.

## **Changes in Program Requirements**

When the course requirements of an academic program are changed, students enrolled in that program have the option to graduate under the program requirements at the time they enrolled in the program or under the requirements of the newer program. Program changes take effect with a new catalog.

## **Class Standing**

All students are classified at the beginning of a semester according to the number of hours they have successfully completed or transferred. Students are

classified as freshmen until they successfully complete or transfer at least the minimum number of credit hours listed below.

- Sophomore 25
- Junior 57
- Senior 90

While a student's official classification may change between the fall and spring semesters, classification for the yearbook and participation in class meetings will be determined by his or her level at the beginning of the fall term and will thus stay the same between the fall and spring semesters of a given academic year.

## **Non-matriculated Status**

A non-matriculated student is any student who is not working toward a degree at God's Bible School and College. Non-matriculated students include transient students regularly enrolled in another institution, students who already hold a bachelor's degree and are taking additional undergraduate level work, adult students who wish to take classes but who do not intend to earn a degree or who do not meet regular admissions requirements.

## **Registration**

The following policies relate primarily to academic registration. Academic registration is the process by which students select their courses for a particular semester. Other important components of registration include room assignments (for resident students), parking/vehicle registration and acquiring or updating student ID cards. New students may be able to complete some of these steps before arriving on campus, thus shortening the process on Registration Day.

Registration Day is held each semester on the business day before classes begin. Registration is not complete until a student has made satisfactory financial arrangements with the Business Office.

## **New Students**

Once accepted, new students may register for classes beginning with the dates published for academic registration until the day before classes begin. New students desiring to register before arriving on campus may request assistance from an academic advisor. Also, during Freshman Week and on the financial registration days, new students will be given the opportunity to meet with a faculty advisor to schedule classes.

## **Returning Students**

Each semester, academic registration is held on the dates published in the official academic calendar. It is scheduled approximately a month before final exams. During this time, returning students meet with their advisors and schedule their courses for the coming semester.

## **Late Registration**

Returning students who did not register during academic registration may register until the last date to add a class. The late registration fee will apply.

## **Academic Load**

The minimum full-time load is 12 credit hours. All students living on campus must enroll for at least 12 credit hours each semester; exceptions must be approved by the Vice President for Student Affairs. In order to complete a degree in what is considered to be the normal amount of time, the student will have to take more than the minimum full-time load.

The normal maximum full-time load is 18 credit hours. In order to carry the maximum number of credit hours each semester, a student must have a grade point average of at least 3.0. Exceptions must be approved by the Vice President for Academic Affairs.

## **Independent Study/Online**

When special circumstances require, students are allowed to take classes by independent study or online. These courses are normally available only to juniors and seniors, and only if the course is not offered before the student's

graduation date, or in the case of an otherwise irresolvable schedule conflict. The ending dates for independent study courses are the same as those for other full-term courses in a particular semester.

Students may register for independent study courses until the last date to add a class for any given semester. Students desiring summer independent study courses must complete their registration by noon on the last Friday students are required to be on campus. Summer term independent study courses must be completed by the day before classes convene for the fall term.

Forms for requesting independent study classes are available in the Office of the Registrar. The procedure for registering is included on the form. In addition to the regular tuition charges, there is an independent study fee of \$40 per credit hour that must be collected before the cooperating professor may release the course materials.

### **Audited Courses**

A student may audit lecture/discussion courses. In order to receive audit credit, the student must register for each desired audit course, indicating his or her intention to audit the course on the registration form. To receive audit credit, the student must attend at least two thirds of the class sessions.

### **Changing to or from Audit or Credit**

A student may switch from audit to credit through the date established on the calendar as "last day to add a class." A student may switch from credit to audit any time before the last day to withdraw from a class.

### **Continuing Education Courses**

Non-resident students who have not matriculated into a degree program and who wish to take courses for personal enrichment may register for courses at the continuing education rate.

Should a student decide to matriculate into a degree program, a maximum of 12 hours of credit earned as continuing education credit may be applied toward a degree from God's Bible School and College.

## **Change of Schedule**

A student may make changes to his/her class schedule by completing the appropriate change of schedule form and submitting it to the Office of the Registrar. These forms are effective only when signed by the appropriate advisor and the student. They will be accepted only if submitted on or before the last allowable date published in the official school calendar. A change-of-schedule fee is charged when adjustments are made in a student's schedule. Students who cease to attend a class and fail to withdraw officially from a course as outlined below will be given the grade earned for their performance in the entire course. All missed work and absences will count toward the final grade.

## **Dropping or Adding Courses**

Courses may be added to or removed from a student's schedule during the add/drop period, which ends on the tenth day of classes. The ending date of the add/drop period is published in the official school calendar as the last date to add or drop a class.

Courses added during this period may result in new charges that will affect the student's financial obligations for the semester. Courses dropped during this period will be removed from the student's academic record.

Classes that are scheduled to begin after the official add/drop period has ended can be added before the second class session and may be dropped until five days after that particular class has begun.

## **Withdrawing from Courses**

After the last date to drop a class and until the date published in the official semester calendar as the last date to withdraw from a class, a student may withdraw from a course or courses and receive a grade of W. This period ends at the completion of eight weeks of classes. Although this does not affect the student's GPA, it does affect the completion rate: the credit hours will count as attempted, but not as earned.

For courses that do not meet for the entire semester a student may withdraw after the start of the course until the course is halfway finished. The exact date will be published in the course syllabus.

## **Withdrawal from School**

A student who desires to withdraw from school must follow the procedure outlined in the Refund Policy section (pg. 26). In order to receive any refunds, students who are expelled, who cease attending a class or classes or who choose to leave after the last date to withdraw from a class will not be allowed to withdraw from their classes and will be given the grade earned for their performance in the entire course; all missed work and absences will be considered in the final grade. Students who leave due to circumstances that merit special consideration may petition for withdrawal from their courses; this petition is considered by the Academic Committee.

## **Credit Transfer**

Academic credit from accredited colleges will be evaluated for transfer; for details, please see GBSC's [Transfer of Academic Credit Policy and Procedure](#). The course to be transferred must meet the requirements in that program. The student must have earned at least a C- grade in the course to be transferred. Acceptance of some courses for transfer may be dependent upon the student's scores on matriculation exams. Additional limitations or requirements may exist at the divisional level or for specific courses.

God's Bible School and College will evaluate high school courses taken through the College Board's Advanced Placement Program for transfer if the score earned on the AP exam was a three or higher. Note that the courses must meet program requirements.

Academic credit from non-accredited colleges must also meet the above requirements to be considered for transfer. Additionally, these courses will be evaluated individually for transfer based upon factors such as the syllabus of the course and the credentials of the faculty member who taught the course; the person completing the evaluation may interview the student to determine a course's scope, the student's learning, etc. Credit for courses identified for

transfer will be awarded provisionally and notated on the transcript as pending. These courses will be used in calculating the student's college level. The transfer credit will be officially awarded if the student has earned a GPA of at least 2.0 after completing 12 credit hours at God's Bible School and College.

In order to earn a degree from God's Bible School and College, a transfer student must meet all program requirements. At least 30 credit hours must be completed at God's Bible School and College for the bachelor degree and at least 15 credit hours for the associate degree.

## **Validation of Previous Learning**

Many students possess a depth of knowledge in specific subjects. We recognize such previous learning by providing the following methods of gaining academic credit.

### **Credit Based upon SAT Score**

A student entering God's Bible School and College with a score of 10 or higher on the ACT or SAT Essay subscore may be granted, upon his or her request, three hours of credit for English Composition I (ENGL 101). This credit will be entered as pending on the student's transcript and awarded at the end of the student's initial semester at God's Bible School and College if the student earns a GPA of at least 2.0.

### **College-Level Exam Program (CLEP)**

With the exception of English Composition II, God's Bible School and College also may award credit for scores of 50 or above on exams offered by CLEP. Awarding of credit is subject to evaluation of the specific exam in light of program requirements. In some cases, optional exam components or additional material beyond the exam may be required; students should consult their academic advisors prior to taking a CLEP exam.

### **Experiential Learning Credit**

In rare cases, students may be awarded credit based on life experience, provided the student demonstrates that his/her life experience satisfactorily fulfills a course's objectives. Students interested in more information about applying for life experience credit should talk with their advisors and division chair. Application for life-experience credit is made in accordance with the [Life Experience Policy](#). Note that learning experiences through venues such as

MOOCs may in some cases provide evidence for such an application; see the [Credit for Nontraditional Learning Experiences Policy](#).

### **Credit by Exam**

Within each division and with appropriate approvals, faculty may establish procedures by which students may earn credit for particular subjects by examination. Interested students should make application with the appropriate divisional chairperson.

## **Class Attendance**

College classes normally meet for 50 minutes per week for each hour of credit awarded. Regular class attendance is required. To allow for possible emergencies, a limited number of absences are allowed without there being an effect on the student's grade. A student is counted absent if he or she is not present for more than half of the class.

A student is permitted to miss "regular" class sessions, without a penalty in grade, up to the number of times the course is scheduled to meet each week (e.g., in a course meeting on Mondays, Wednesdays and Fridays, 3 absences are permitted without penalty). For courses that meet for extended times (evening classes) or are structured on the academic calendar differently (ADEP courses or courses that meet for only 5 weeks), the number of absences allowed before the grade may be penalized varies. See the course syllabus for specifics.

A student whose number of absences exceeds the number of times listed below ("Absence limit") receives an automatic failure for the course. This limit is approximately 20% of the times the course is scheduled to meet per semester.

<b>Class sessions per week</b>	<b>Absence limit</b>	<b>Failure</b>
One	3	4
Two	6	7
Three	9	10

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Four	12	13
Five	15	16

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After exceeding the allowable absences, a student must file a Petition for Reinstatement with the Petitions Committee to continue attending that class. In such cases, a student who thinks his/her excessive absences are justified should be prepared to state clearly the reasons why he or she feels the excessive absences are justified. Documentation of illness and other extenuating circumstances may be required by the Petitions Committee. Questions about petitioning may be directed to the Office of Academic Affairs.

Absences that are excused for public relations or other official college purposes may not detrimentally affect a student's grade, but do count toward the total allowable absences in a semester. Students are responsible to communicate with their instructors about such absences and about any necessary arrangements for missed work.

Class attendance is entered electronically and detailed reports are available to students upon request; see the Registrar's Office for information. It is the student's responsibility to keep accurate records of all absences (date, reason and contemporaneous documentation). If an appeal to the Petitions Committee becomes necessary, such material may be critical to the committee's decision. A student may appeal the accuracy of class attendance records up to 60 days from the last day of finals for that particular semester.

### **Tardy Policy**

Students are tardy when they are not in their seats when class roll is taken or when they leave class early. For purposes of the Attendance Policy, three tardies constitute one absence. It is the student's responsibility to notify the instructor immediately after class concerning the reason for the tardy.

Consistent tardies to class or chapel are unacceptable. This may be considered to be a behavioral problem rather than only an academic problem, and the student may be referred to the Discipline Committee.

A student who misses more than half of a class period is considered absent rather than tardy. It should be noted that in the case of evening courses, the

student should come in as soon as possible, since one meeting of the class is treated as two or three sessions.

## **Early Final Examinations**

If a student needs to take a final exam early, he or she may ask the instructor for permission to do so. The student may be required to complete a form and pay an early exam fee of \$25 to the Business Office. Classes missed after taking early final exams count toward a semester's total absences, and instructors have discretion concerning the effect on the semester's class participation grade, if any.

## **Late Work or Exams**

Accepting late work or allowing for late exams is left to instructors' discretion and should be addressed in each course syllabus. If assignments are accepted beyond the due date, each teacher will determine the grade penalty, if any.

## **Academic Integrity**

Students of God's Bible School and College are to refrain from any form of academic misconduct. Students who engage in academic misconduct bring reproach upon the college community and attenuate their own education. Cheating, fabrication, plagiarism and knowingly helping, procuring or encouraging another person to engage in academic misconduct is strictly forbidden. For complete details concerning academic misconduct please see the college's [Academic Integrity Policy](#).

## **Grading System**

The chart text below demonstrates GBSC's grading system by connecting letter grades, qualitative descriptors and grade-point values (on a 4-point scale). The text following the chart elaborates on selected grade entries.

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<b>Letter</b>	<b>Description</b>	<b>Point value</b>
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A	Excellent	4.00
A-		3.67
B+		3.33
B	Above average	3.00
B-		2.67
C+		2.33
C	Average	2.00
C-		1.67
D+		1.33
D	Below average	1.00
D-		0.67
F	Unsatisfactory	0.00
W	Withdrawn	—
CR	Credit	—
NC	No credit	—

P	Pass	—
I	Incomplete	—
N	No grade/In progress	—
SA	Successful audit	—
UA	Unsuccessful audit	—

A grade of F indicates failure and necessitates a satisfactory repetition of the course before credit can be allowed.

A grade of W indicates a course from which a student has withdrawn.

A grade of CR is given if the student successfully completes a course for which no letter grade is given, e.g., Christian Service. If the student fails to complete such a course successfully, a grade of NC is given.

Under the Alternative Grades Policy, students may take limited credits on an A/Pass/Fail basis. The grade of P is not included in GPA calculations. Interested students should consult with their academic advisors.

A grade of I indicates incomplete work. An incomplete is awarded at the discretion of the instructor for extenuating circumstances. It is the student's responsibility to arrange with the professor for the completion of the course. A student who has been granted an incomplete is responsible to initiate contact with the instructor regarding arrangements for the completion of the course. The maximum time allowed for completion cannot exceed seven weeks beyond the end of the semester (last day of finals). In such cases, the incomplete will change to a failing grade.

A grade of N indicates that a class is in progress. An N grade may only be issued by the Academic Committee when there are circumstances beyond the student's control that require additional time for the course's work to be completed.

A grade of SA is given if the student successfully audits a class (attends at least two-thirds of the sessions). Unsuccessful audits result in a grade of UA.

## **Grade and Other Academic Appeals**

A student may appeal a grade to the instructor up to 60 days from the last day of the finals for that particular semester. If the student remains dissatisfied with the decision, he/she may appeal the instructor's decision in accordance with the [Academic Affairs Appeals Procedure](#). Students may also appeal other decisions by staff or faculty, following the guidelines in this procedure.

## **Calculation of Grade Point Average (GPA)**

Quality points are calculated by multiplying the numeric equivalent of a letter grade by the course's number of credits (semester hours). For example, Old Testament Literature is listed as a three-hour course. A student who receives a "B" (numeric equivalent is 3.00) for this course will have earned nine quality points (3 credits multiplied by 3.00). The GPA is calculated by adding the quality points for all classes and dividing this sum by the number of attempted credit hours. Courses marked W and audit or non-credit courses are not included in computing a GPA.

### **Repeated Courses and Grade Point Average (GPA)**

A student may repeat courses in order to remediate a grade of D or lower. In this case, the original course remains on the transcript, and the instance with the lower grade is marked R. The higher grade is used to compute the GPA, beginning with the semester in which that grade was earned. A student may repeat the same course multiple times, but only the first D or F may be remediated for that particular course.

Some courses (such as ensembles) may be taken multiple times for credit toward a degree. Such courses are so marked in the course description section of the College Catalog.

## **Academic Progress**

Students' academic progress is evaluated at the end of each semester for academic (not financial aid) purposes, which determines their academic

standing for the following semester. Students who do not maintain satisfactory academic progress (SAP) jeopardize their student status for the next semester.

### **Satisfactory Academic Progress (SAP)**

In order to maintain satisfactory academic progress (SAP), students must both maintain a satisfactory grade point average and complete an appropriate percentage of the credit hours attempted. Details are provided in the [Satisfactory Academic Progress Policy](#).

### **Academic Probation and Suspension**

Students who are placed on academic probation will be notified in writing. During semesters when a student is on academic probation, the student may not normally carry an academic load in excess of 12 hours. Students on academic probation who fail to correct their academic deficiencies are liable for academic suspension. The first academic suspension is for one semester, after which the student may apply for readmission to the college (see the [Readmission Policy and Procedure](#)). The second academic suspension is for one year. A third academic suspension is normally final. For more information, see the [Academic Probation and Suspension Policy](#).

## **Christian Service Requirements**

God's Bible School and College has always emphasized and given opportunities for practical ministry. Christian Service assignments are a vital part of a student's educational experience at God's Bible School and College. All students who graduate from the college must complete supervised practical assignments in Christian work. The Office of Christian Service ensures that the Christian Service assignments in the last two years of the BA degree and in the last year of the AA degree are closely related to the student's chosen major.

Christian Service opportunities include activities such as mission work, nursing home ministry, personal evangelism, children's services, gospel teamwork, hospital and prison ministry, assistance to local churches, etc.

At least 10% of Christian Service credit earned should come through "Civic Engagement" activities such as involvement in academic tutoring, community clean-up efforts, assisting the elderly, etc. Further regulations concerning Christian Service credits are given in the Christian Service Handbook.

Although Christian Service does not accrue academic credit, the student is required to complete successfully a specified number of Christian Service credits in order to graduate. These requirements for graduation are listed below.

- Two-year programs – 3 credits
- Four-year programs – 7 credits
- Five-year programs – 9 credits

Transfer students not in a position to accrue the required number of Christian Service credits must work with the Christian Service Director to determine the number of Christian Service credits that will be required. Matriculated, full-time students should register for Christian Service credit each semester unless their advisors have grounds for an exception.

## **Graduation Requirements**

1. Students who wish to graduate must submit a completed application for graduation; the deadline to file this document with the Academic Affairs Office is published on the college calendar. It is recommended that the candidate complete this application two semesters previous to his/her graduation.
2. In addition to the total credit hours required, the candidate for graduation must meet the specific degree program requirements as outlined by the appropriate academic division.
3. For AA/AAS programs, at least 15 semester hours must be completed at God's Bible School and College. Thirty semester hours are required for BA programs.
4. Students must have earned the required number of Christian Service credits (see above for details).
5. It is expected that God's Bible School and College graduates possess Christian character and conduct themselves in a way that befits a

Christian. Therefore each graduate must have made satisfactory progress in regard to character development (see p.20).

6. Additional requirements include:

- completion of all course requirements, including papers and examinations;
- a minimum cumulative grade point average of 2.0 (C average); and
- payment of all financial obligations to the institution.

## **Graduation Honors**

Students graduating with honor are recognized during commencement. Those attaining a GPA of 3.50-3.79 graduate cum laude, those attaining a GPA of 3.80-3.89 graduate magna cum laude, and those attaining a GPA of 3.90 or above graduate summa cum laude.

To be eligible for honors, students graduating with a BA must have earned a minimum of 90 semester hours at God's Bible School and College; students graduating with an AA/AAS must have earned at least 45 hours at God's Bible School and College.

For the specific honors of Valedictorian and Salutatorian, students must be graduating with a bachelor's degree and must have earned a minimum of 90 semester hours at God's Bible School and College. These honors are given upon vote by the college faculty that considers primarily the cumulative GPA.

## **Institutional Review Board**

God's Bible School and College (GBSC) maintains a process for the protection of human subjects involved in research conducted by students, faculty and staff of the College. A copy of this policy is available from the Office of Academic Affairs.

## **Assessment**

On a regular basis, God's Bible School and College assesses the effectiveness of its programs to promote student learning and to provide a positive college

experience for students. The results of this assessment are used to maintain and improve the quality of programs and processes. Students may be required to complete certain assessments as part of their academic programs or prior to receiving a degree. More information is available from the Office of Institutional Research.

## **Privacy of Academic Records**

The [Family Educational Rights and Privacy Act](#) (FERPA) affords eligible students certain rights with respect to education records.

# **Academic Programs**

## **Table of Contents**

1. [Policies](#)
2. Academic programs
  1. [Curriculum Structure](#)
  2. [Academic Programs by Division](#)
3. [Course listing](#)

## **2a – Curriculum Structure**

As a Bible college, GBSC includes in all degree programs a core of coursework in Bible and Theology. Additionally, all programs include a General Education core. Thus, all programs at GBSC comprise four components: Professional Studies, Christian Service, the Bible/Theology Core Curriculum and the General Education Core Curriculum. Each area is discussed below.

## **Professional Studies**

The Professional Studies component of each degree program focuses on the professional skills required within each discipline. Through the professional studies courses, students are given the opportunity, and may also be required,

to participate in areas of ministry related to their particular programs. Professional studies courses equip students to carry out their responsibilities and tasks specific to their chosen vocations.

This component may be thought of as the “major courses” in each program. Requirements vary by degree and are outlined for each program separately.

## **Christian Service**

Every degree program has a Christian Service component that requires each student to complete supervised practical assignments as a way of developing practical skills, helping to build God’s Kingdom and giving back to the community and to the local church. Christian Service is coordinated by the Office of Christian Service.

## **Bible and Theology Core Curriculum**

The Bible and Theology Core Curriculum is designed to give the student a foundation of biblical content and theology to enable lifelong spiritual maturation. When the Bible/Theology Core program has been completed, students should:

1. Grasp the historical background and biblical content of both the Old and New Testaments,
2. Interpret properly the biblical content and
3. Understand and build a solid theological base, especially in those areas that are distinctive to our conservative, Wesleyan-Arminian tradition.

**Bachelor of Arts Degree: 30 total credit hours**

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<b>Course number</b>	<b>Course name</b>	<b>Hours</b>
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BIST 103	OT Literature	3
BIST 104	NT Literature	2
BIST/THEO	Bible or Theology Electives	9
THEO 112	Doct/Practice of Evangelism	1
THEO 113	Doct/Practice Church Growth	1
THEO 114	Doct/Practice World Missions	1
THEO 115	Doct/Practice of Prayer	1
THEO 140	Principles of Christian Life I	2
THEO 141	Principles of Christian Life II	2
THEO 201	Christian Beliefs	3
THEO 300	Doctrine of Holiness	3

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THEO 441	Senior Worldview Seminar	2
	Christian Service requirements	N/A

**Associate of Arts/Associate of Applied Science Degrees: 15 Total Credit Hours**

Course number	Course name	Hours
BIST 103	OT Literature	0
BIST 104	NT Literature	0
BIST/THEO	Bible or Theology Electives	3
THEO 112	Doct/Practice of Evangelism	1
THEO 113	Doct/Practice Church Growth	0
THEO 114	Doct/Practice World Missions	0
THEO 115	Doct/Practice of Prayer	1

THEO 140	Principles of Christian Life I	2
THEO 141	Principles of Christian Life II	2
THEO 201	Christian Beliefs	3
THEO 202	Doctrine of Holiness	3
THEO 441	Senior Worldview Seminar	0
	Christian Service requirements	N/A

## **General Education Core Curriculum**

The General Education Core Curriculum at God's Bible School and College will (1) expose students to the scope, methods of inquiry and primary content of academic subject areas that form the foundation of an educated Christian's worldview and life and (2) facilitate skill development in their application to thought and practice. The academic subject areas included are:

1. English composition and communication,
2. natural sciences,
3. mathematics and technology,
4. fine arts and music,
5. humanities,
6. and social and behavioral sciences.

To fulfill General Education Core requirements, students select courses in different disciplinary categories to meet a required total number of hours. The tables below list the required number of disciplinary hours for each degree type (BA, AA or AAS). Following those tables, the courses that may be selected in each disciplinary category are presented.

**Bachelor of Arts Degree: 36-42 total credit hours**

<b>Disciplinary category</b>	<b>Required hours</b>
English Composition and Communication	9
Fine Arts and Music	2
Humanities	9
Mathematics and Technology	6
Natural Sciences	4
Social and Behavioral Sciences	6
Perspective Requirements	0 – 6

**Associate of Arts Degree: 24-30 Total Credit Hours**

<b>Disciplinary category</b>	<b>Required hours</b>
English Composition and Communication	6
Fine Arts and Music	2
Humanities	6
Mathematics and Technology	3
Natural Sciences	4
Social and Behavioral Sciences	3
Perspective Requirements	0 – 6

**Associate of Applied Science Degree: 19-25 Total Credit Hours**

<b>Disciplinary category</b>	<b>Required hours</b>
English Composition and Communication	6

Fine Arts and Music	0
Humanities	3
Mathematics and Technology	3
Natural Sciences	4
Social and Behavioral Sciences	3
Perspective Requirements	0 – 6

## General Education Core Subject Areas

Each of the General Education disciplinary categories is listed below, along with a list of courses that may be selected to fulfill the core requirements.

### English Composition and Communication

All students must take at least two, three-hour English Composition courses to fulfill the requirements of the General Education Core.

- ENGL 101: English Composition I *Required for all students*
- ENGL 102: English Composition II *Required for all students*

Additional courses in the English Composition and Communication category are listed below.

- COMM 102: Introduction to Storytelling
- COMM 104: Fundamentals of Biblical Communication
- COMM 201: Public Speaking

## **Fine Arts and Music**

- MUSC 101: Introduction to Music Fundamentals
- MUSC 103: Fine Arts Appreciation
- MUSC 133: Introduction to Philosophy of Music
- MUSC 173: Christmas/Oratorio Choir
- MUSC 175: College Choir
- MUSC 177: Symphonic String and Wind Ensemble
- MUSC 231: Hymnology

## **Humanities**

- ENGL 121: Intro to Literature
- ENGL 221: British Literature
- ENGL 222: American Literature
- GREK 223: Koine Greek IA
- GREK 224: Koine Greek IB
- HBRW 223: Classical Hebrew 1A
- HBRW 234: Classical Hebrew 1B
- PHIL 202: Introduction to Ethics
- PHIL 221: Intro to Philosophy
- PHIL 225: Apologetics
- HIST 121: Western Civilization
- HIST 122: Modern European History, 1800-Present
- HIST 221: United States History to 1865
- HIST 222: United States History since 1865
- SPAN 101: Spanish 1A
- SPAN 102: Spanish 1B

## **Mathematics and Technology**

All students must take at least one of the following three-hour mathematics course to fulfill the requirements of the General Education Core.

- MATH 101: College Algebra
- MATH 122: Statistics
- MATH 213: Math Concepts and Applications

Additional courses in the Mathematics and Technology category are listed below.

- COMP 111: Introduction to Computer Technology
- COMP 119: Technology Applications for Business

### **Natural Sciences**

- BIOL 111: Anatomy and Physiology 1 with Lab
- BIOL 112: Anatomy and Physiology 2 with Lab
- BIOL 123: Biology with Lab
- BIOL 124: Life Science with Lab
- PHSC 121: Physical Science with Lab
- PHYS 111: Intro to Physics with Lab
- PHYS 112: Physics 1 with Lab
- CHEM 111: Introduction to Chemistry with Lab
- CHEM 112: Introduction to Chemistry with Lab

### **Social and Behavioral Sciences**

- ECON 213: Intro to Economics
- FAHS 231: Marriage and Family Living
- MNGM 253: Fundamentals of Management and Supervision
- PSYC 101: General Psychology
- PSYC 229: Human Development Across the Lifespan
- CNSL 204: Intro to Counseling

- PSYC 214: Adolescent Psychology
- PSYC 232: Child Development
- SOCI 202: Principles of Sociology

### **General Education Core Perspective Requirements**

As a part of the General Education Core Curriculum all students must complete a course from each of the three perspective areas listed below. Note that perspectives courses may also fulfill other requirements.

#### *Diverse Perspective*

All students must take at least one course that presents the acknowledgement, affirmation, accommodation, and approval of diversity across culture, age, gender, ethnic, or religious differences rooted in a commitment to the absolute authority of God's word and the Great Commission. Courses fulfilling this requirement are listed below.

- COMM 424: Cross-Cultural Communication
- CREL 204: Religions of America
- CREL 327: World Religions
- PSYC 229: Human Development Across the Lifespan
- SOCI 202: Principles of Sociology
- SOCI 421: Cultural Diversity
- SOCI 345: Culture and Society
- SOCI 480: Topics in Social Science: Study Seminar in Israel

#### *Historical Perspective*

All students must take at least one course that presents a historical perspective. Courses fulfilling this requirement are listed below.

- ARCH 431: Readings in Archaeology
- MISS 102: Historical Foundations of Missions
- HIST 121: Western Civilization
- HIST 122: Modern European History, 1800-Present
- HIST 221: United States History to 1865

- HIST 222: United States History since 1865
- HIST 233: Church History
- HIST 433: Early Methodism and the American Holiness Movement
- MUSC 221: Music History and Literature I
- MUSC 222: Music History and Literature II
- MUSC 321: Music History and Literature III
- MUSC 322: Music History and Literature IV

### *Information Literacy Perspective*

All students must take at least one course that presents a set of abilities to assist individuals in recognizing when information is needed and in locating, evaluating and using the needed information effectively. The requirement is fulfilled by taking the course listed below.

- INFL 101: Information Literacy

## **Cross-Curricular Concerns**

As part of its commitment to providing students with a broad education, GBSC emphasizes six areas throughout the curriculum: writing, public speaking, critical thinking, worldview development, diversity, and use of technology. In some cases, these concerns are directly addressed in specific courses – such as English Composition, Public Speaking, and Senior Worldview Seminar. But beyond this, GBSC’s faculty include opportunities for development in these areas in various classes throughout a student’s course of study.

### **Writing**

The process of writing can help students to learn better. Writing probably helps the writer to understand thoughts that otherwise would remain inaccessible and helps people to operate at a higher level of abstraction. Writing is integrally involved in our learning process and has its best application in disciplines where students need to think through and learn to evaluate problems. When we ask our students to write, we are encouraging them to engage actively with the subject matter: to see patterns, connect ideas, and make meanings – in other words, to learn actively.

In order to simplify paper formatting for different classes, the GBSC faculty have selected the American Psychological Association's (APA) style as the preferred format for written work. Students will be introduced to APA style in English Composition courses. Some information concerning APA style may be found online at <http://www.apastyle.org/>. If a class requires a format other than APA, the professor of the class is responsible for educating the students about the style.

In evaluating written work, faculty have chosen to use a standard grading rubric, the 6+1 Trait® system devised by the Northwest Regional Educational Laboratory (NWREL). (GBSC has secured permission from the NWREL to use this system.) As with the adoption of APA style, the common rubric has been chosen to assist students, who will become familiar with the rubric during the required English Composition courses. The rubric, along with additional information, is available on the NWREL assessment website, <http://www.nwrel.org/assessment>.

GBSC's Academic Resource Center operates a Writing Center that provides peer consultations addressing all phases of the writing process (from "prewriting" activities, through drafting and revising, to editing), thus supporting students in developing and enhancing writing skills.

### **Public Speaking**

Effective interpersonal communication in group settings is commonly seen as a necessary skill for effective service in most ministries and careers, as well as a valuable college outcome. The faculty has three basic goals in this area:

- To help bring students to the point where, at graduation, they are competent in speaking;
- To introduce students to the disciplinary conventions governing the different kinds of speech- communication activities; and
- To enhance students' learning of disciplinary course content through the use of carefully designed speech-communication activities.

### **Critical Thinking**

To define critical thinking skills is to restate many of the traditional goals of higher education, that is, to provide a program of instruction that enables

students to become independent learners, to be capable of exercising informed and balanced judgment, and to contribute as mature citizens in their society. Critical thinking cannot be assumed or taken for granted. Being a person of good will and good heart, or even a person of high intelligence, does not automatically translate into intellectual quality in one's thinking. Since GBSC desires that student learning be of high intellectual quality, faculty are charged with the responsibility of contextualizing critical thinking into all subject areas.

### **Worldview Development**

Developing a Christian worldview is an integral part of the Bible-college classroom. Both faculty and students are continually participating in this task. A Christian worldview is a way of looking at all of life through the spectacles of faith in God. If God truly is sovereign, then He rules literature, history, science, and social institutions. If Christians acknowledge God's sovereignty, then our work in any field will transform that discipline into a practice that better reflects God's will and God's glory.

Both academic excellence and a maturing Christian worldview take considerable effort and time to develop. Faculty are encouraged to model this in their own lives and, in so doing, to demonstrate to students that education and Christian development are lifelong processes that fulfill our calling to love God with our hearts and minds.

The college classroom affords an environment in which students can investigate the hard issues of our modern society, acknowledging God and His biblical revelation, while at the same time offering an atmosphere that supports questions, dissent, doubt and creativity.

Bachelor's degree programs require students to take Senior Worldview Seminar as an interdisciplinary capstone course that allows students to grapple with various social problems and to articulate strategies for addressing them from a Christian-worldview perspective.

### **Diversity**

GBSC's perspective on diversity is articulated in the faculty's statement on diversity, presented here.

We recognize the existence of age, gender, ethnic, religious, and cultural differences among all peoples and on all levels of society. As Christians operating from a biblical worldview, we approach the issues of

acknowledgement, affirmation, accommodation, and approval of diversity guided by our commitment to the absolute authority of God's word and the Great Commission. Therefore we seek to fulfill our mission of preparing faithful servants to proclaim Jesus Christ and spread scriptural holiness throughout the world by teaching our students that:

- Every person has been created in the image of God and therefore has inherent value and dignity.
- God provided Christ as an atonement for all peoples and therefore all can be saved and transformed into Christlikeness through the power of God's grace.
- All differences must be evaluated in the light of Scripture. Diversity that is in harmony with Scripture is healthy and only such diversity should be approved and accommodated.
- We should demonstrate our love to others by:
  - **affirming their God-given dignity and worth.**
  - seeking to understand those who differ from us and learn how to relate to them.
  - treating them with the same sensitivity and concern as we would wish to be treated in reverse circumstances.
  - gently and kindly telling them the truth for the sake of their salvation, in spite of differ- ing worldviews.

### **Use of Technology**

GBSC strives to promote the most effective uses of technology to enhance learning. Technology is introduced into courses so that student extend their mastery of course material while acquiring technology skills and learning how to use these skills to solve problems. This curriculum helps prepare students for a lifetime of learning in our increasingly technological world.

## **2b – Academic Programs by Division**

# Division of Education and Professional Studies Programs

## Division Mission Statement

The Division of Education and Professional Studies supports students who seeks to fulfill their vocational calling in areas of service concerned with the application of interdisciplinary or educational study. The division is also concerned with providing robust support for the General Education Core.

## Bachelor of Arts: Church and Family Ministry

### Program Outcomes

Upon completion of the requirements for this degree program, the student will be able to do the following:

1. Articulate a biblical philosophy of leadership in the context of church and family ministry.
2. Demonstrate effective service in a local church or para-church organization.

### Professional Studies Core (14 Hours)

Course number	Course name	Hours
RLED 121	Intro to Church/Family Ministry	3
LEAD 100	DEPS Leadership Organization*	0
LEAD 121	Intro to Church/Family Leadership	2
CNSL 204	Introduction to Counseling	3

PSYC 232	Child Development	3
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FAHS 231	Marriage and Family Living	3
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**Elective Hours (30 Hours)**

Course area	Description	Hours
CNSL/PSYC	Elective Hours	9
LEAD/MNED	Elective Hours**	9
RLED	Elective Hours	9
	INTR and/or Additional Elective Hours***	3

\*DEPS Leadership Organization is required each semester a full-time, main-campus student is enrolled in the program.

\*\*The MNED hours must be courses in Youth Ministry.

\*\*\*These electives (or internship hours) must be approved by the Church and Family Ministry Program Coordinator.

**Bachelor of Arts: Integrative Studies**

**Program Outcomes**

Upon completion of the requirements for this degree program, the student will be able to do the following:

1. Articulate a rationale for the philosophical and practical integration of the student's chosen, disciplinary cognates.
2. Demonstrate the integration of knowledge from at least two disciplinary areas by the successful completion of an internship, thesis or major project.

**Professional Studies Core**

Course number	Course name	Hours
LEAD 100	DEPS Leadership Organization*	0
	Cognate I**	18
	Cognate II**	18
INTR 499 or INTS 498	Internship or Ind. Instruction	3

\*DEPS Leadership Organization is required each semester a full-time, main-campus student is enrolled in the program.

\*\*Must be non-technical, upper division level credits.

**Bachelor of Arts: Teacher Education**

**Program Outcomes**

Upon completion of the requirements for this degree program, the student will be able to do the following:

1. Apply theories of human development and learning to their teaching.

2. Create an engaging and inclusive learning environment that supports individual differences and learning and also encourages collaboration and cooperation.
3. Exhibit a knowledge of the specific discipline he/she teaches and an ability to engage students in critical thinking, creativity, and problem-solving related to the discipline.
4. Plan, implement, and assess instructional strategies.
5. Establish patterns of ongoing professional learning and reflection.
6. Demonstrate leadership and ethical behavior when working with students, parents, other educators, and community members.

\*For additional clarification of these standards, see the [InTASC Model Core Teaching Standards](#).

### Professional Studies Core (29 Hours)

Course number	Course name	Hours
LEAD 100	DEPS Leadership Organization*	0
EDUC 101	Philosophy Christian School Ed	2
EDUC 112	Principles/Methods of Ed	2
EDUC 234	Ed Methods, Media & Materials	2
EDUC 328	Classroom Assessment	2

EDUC 332	Classroom Observation	2
EDUC 435	Classroom Management	2
EDUC 437	Ed Exceptional Learners	2
EDUC 440	Student Teaching Practicum I	2
EDUC 441	Student Teaching Practicum II	2
EDUC 450	Student Teaching	9

\* DEPS Leadership Organization is required each semester a full-time, main-campus student is enrolled in the program.

### **Elementary Education Track Core**

<b>Course number</b>	<b>Course name</b>	<b>Hours</b>
ENGL 315	Children's Literature	3
MUED 268	Intro to Music Education	2
PSYC 232	Child Development	3

PSYC 326	Educational Psychology	3
RLED 303	Teaching Doctrine in Child Ministry	3
EDUC 121	Bible Methods	2
EDUC 125	Art Methods	2
EDUC 213	Science Methods	2
EDUC 214	Social Studies Methods	2
EDUC 215	Reading Methods	2
EDUC 216	Math Methods	2
EDUC 217	Language Arts Methods	2
EDUC 323	Health/PE Methods	2

### **Secondary English Education Track**

<b>Course number</b>	<b>Course name</b>	<b>Hours</b>
ENGL 121	Intro to Literature*	3
ENGL 221	British Literature	3
ENGL 222	American Literature	3
ENGL 321	Advanced Composition	3
ENGL 323	Modern English Grammar	3
ENGL 333	World Literature	3
ENGL 325	Young Adult Literature	3
ENGL 421	Shakespeare	3
PSYC 224	Adolescent Psychology	2
PSYC 326	Educational Psychology	3

EDUC 360	Teaching Lang Arts Sec Schools	2
EDUC 370	Teaching Lit in Sec Schools	2

\*With program coordinator approval, a literature elective may substituted for Intro to Literature.

### **Student Teaching**

The program culminates in a student teaching assignment for those who qualify under the supervision of the Division of Education and Professional Studies, a supervisor from the college and a cooperating teacher. To be eligible for a student teaching assignment, the student must do the following:

- Remove all unsatisfactory grades from courses required for program completion (Fs and Is or Ds in major courses);
- Be in good standing, free from academic and disciplinary probation;
- Achieve and maintain the following grade point averages:
  - 2.5 in professional studies
  - 2.0 overall grade point average;
- Secure, in writing, recommendations from at least three college faculty members indicating that he or she demonstrates the academic and social qualities necessary to succeed as a Christian school teacher.

Graduates from the baccalaureate programs in teacher education will be eligible to apply for certification through the Association of Christian Schools International (ACSI). Graduates may also opt to pursue state certification through a licensure program offered by another institution, but this degree program does not prepare students for licensure from the State of Ohio.

### **Bachelor of Arts: Elementary Education and Music Education**

The Bachelor of Arts in Elementary Education and Music Education is offered jointly by the Division of Music and the Division of Education and Professional Studies.

### **Program Outcomes**

Upon completion of the requirements for this degree program, the student will be able to do the following:

1. Apply theories of human development and learning to their teaching.
2. Create an engaging and inclusive learning environment that supports individual differences and learning and also encourages collaboration and cooperation.
3. Exhibit a knowledge of the specific discipline he/she teaches and an ability to engage students in critical thinking, creativity, and problem-solving related to the discipline.
4. Plan, implement, and assess instructional strategies.
5. Establish patterns of ongoing professional learning and reflection.
6. Demonstrate leadership and ethical behavior when working with students, parents, other educators, and community members.

\*For additional clarification of standards 1-6, see the [InTASC Model Core Teaching Standards](#).

### **Professional Studies Core: Elementary Education Major**

<b>Course number</b>	<b>Course name</b>	<b>Hours</b>
EDUC 101	Philosophy of Christian School Ed	2
EDUC 112	Principles and Methods of Ed	2

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EDUC 121	Bible Methods	2
EDUC 214	Social Studies Methods	2
EDUC 215	Reading Methods	2
EDUC 216	Math Methods	2
EDUC 217	Language Arts Methods	2
FAHS 232	Child Development	3
EDUC 234	Educational Methods, Media, Materials	2
ENGL 315	Children's Literature	3
PSYC 326	Educational Psychology	3
EDUC 328	Classroom Assessment	2
EDUC 435	Classroom Management	2

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EDUC 437	Educating Exceptional Learners	2
EDUC 441	Student Teaching Practicum II	3
EDUC 451	Supervised Student Teaching in Classroom Ed and Music Ed	9

### Professional Studies Core: Music Education Major

Course number	Course name	Hours
MUSC 111	Music Theory and Lab I	4
MUSC 112	Music Theory and Lab II	4
	Choose 2 of the following courses:	4
MUSC 221, 222; 321, 322	Music History I, II, III, and IV	
MUSC 104	Notation in Music Technology	1

MUSC 385	Conducting Techniques I	2
MUSC 386	Conducting Techniques II	2
MUED 268	Intro to Music Education	2
MUED 381	Elementary Music Methods	2
Voice Concentration, choose:		
MUSC 183	Applied Diction	2
MUSC 481	Choral Methods	2
Instrumental Concentration, choose:		
MUED 387	Percussion Techniques	1
MUED 388	Brass Techniques	1
MUED 482	Woodwind Techniques	1

MUED 483	String Techniques	1
MUSC 141-242	Four Semester Applied Music	4
Two semesters music ensemble:		
	Voice Concentration – College Choir	1
	Instrumental Concentration – SWSE	1
MUSC 170	MSO (4 semesters)	0/ 2
MUED 398	Practicum in Music Education I	0
MUED 399	Practicum in Music Education II	0
EDUC 451	Supervised Student Teaching in Classroom Ed and Music Ed	9

## Student Teaching

The program culminates in a student teaching assignment for those who qualify under the supervision of the Division of Education and Professional Studies, the Music Division, a supervisor from the college and a cooperating teacher. After completing all required coursework, the student must do the following to be eligible for a student teaching assignment:

- Remove all unsatisfactory grades from courses required for program completion (Fs and Is or Ds in major courses);
- Be in good standing, free from academic, disciplinary, and music probation;
- Achieve and maintain the following grade point averages:
  - 2.5 in professional studies
  - 2.0 overall grade point average;
- Secure, in writing, recommendations from at least three college faculty members indicating that he or she demonstrates the academic, musical, and social qualities necessary to succeed as a Christian school teacher; and
- Complete the three phases of music student teacher candidate screening by the music Student Teacher Committee successfully.

Graduates from this dual degree in elementary education and music will be eligible to apply for K-8 certification and elementary school music certification through the Association of Christian Schools International (ACSI). Graduates may also opt to pursue state certification through a licensure program offered by another institution, but this degree program does not prepare students for licensure from the State of Ohio.

### **Associate of Applied Science: Elementary Teacher Education**

The Associate of Applied Science degree in Teacher Education is a terminal program preparing the student to assist in Christian school ministry; some graduates may wish to continue their education by pursuing a bachelor's degree in Christian elementary education.

Upon completion of the requirements for this degree program, the student will be able to do the following:

- Demonstrate spiritual leadership in the classroom
- Demonstrate a variety of teaching methods and forms of classroom assessment
- Demonstrate knowledge of educational foundations

### Professional Studies Core

Course Number	Course Name	Credit Hours
LEAD 100	DEPS Leadership Organization*	0
EDUC 101	Philosophy Christian School Ed	2
EDUC 112	Principles/Methods of Ed	2
EDUC 121	Bible Methods	2
EDUC 125	Art Methods	2
EDUC 215	Reading Methods	2

EDUC 234	Ed Methods, Media & Materials	2
EDUC 323	Health/PE Methods	2
EDUC 332	Classroom Observation	2
EDUC 340	Educational Field Experience	3
EDUC 437	Educating Exceptional Learners	2
EDUC 435	Classroom Management	2

\* DEPS Leadership Organization is required each semester a full-time, main-campus student is enrolled in the program.

The Elementary Teacher Education program culminates in a Field Experience where the student will not only observe the dynamics within the classroom, but also participate by assisting the teacher. To be eligible for this assignment, the student must:

- Remove all unsatisfactory grades from courses required for program completion (“F”s and “I”s or “D”s in CTE courses);
- Be in good standing, free from academic and disciplinary probation;
- Achieve and maintain the following grade point averages:
- Have a 2.5 GPA in professional studies
- Have a 2.0 overall grade point average; and

- Secure, in writing, recommendations from at least three college faculty members in Christian teacher education, indicating that he or she demonstrates the academic and social qualities necessary to succeed as an aide in a Christian school.

**Associate of Arts: General Business**

**Program Outcomes**

Upon completing an associate of arts degree in Business, the student should:

- Demonstrate awareness of the fundamental legal and/or ethical issues involved in contemporary business practices.
- Demonstrate a basic understanding of how to operate and/or manage a business.

**Professional Studies Core (21 Hours)**

Course Number	Course Name	Credit Hours
BUAD 113	Introduction to Business	3
LEAD 100	DEPS Leadership Organization*	0

Student must choose 9 hours from the following list of courses.

BETH 132	Business Ethics	3
COMP 119	Technology Applications	3
BUAD 273	Legal Environment of Business	3
ECON 213	Intro to Economics	3
	Approved Business Electives	9

\* DEPS Leadership Organization is required each semester a full-time, main-campus student is enrolled in the program.

### **Associate of Arts: General Studies**

#### **Program Outcomes**

The Associate of Arts degree in General Studies is a non-terminal program that prepares the student for further study. Upon completion of the associate of arts degree in General Studies, the student should:

- Exhibit a broad foundational knowledge in general education areas.
- Identify an appropriate number of personal, academic and career goals and strategies that are consistent with a Christian approach to life.

## Professional Studies Core (21 Hours)

Course Number	Course Name	Credit Hours
LEAD 100	DEPS Leadership Organization*	0
	Literature Electives	3
	History Electives	3
	General Education Electives	15

\* DEPS Leadership Organization attendance is required each semester a full-time, main-campus student is enrolled in the program.

### Minor in Counseling (18 credits)

Required Courses:

- CNSL 204 3 hrs Introduction to Counseling
- PSYC 229 3hrs Human Development Across the Lifespan
- CNSL 325 3 hrs Basic Counseling Skills
- CNSL 336 3 hrs Problems in Counseling
- CNSL 412 3hrs Marriage and Family Counseling

Three credits from the following elective courses:

- CNSL 321 Topics in Counseling
- CNSL 335/MNED 335 Pastoral Counseling
- CNSL 431 Crisis Counseling

### **Minor in Children's Ministry (18 credits)**

Required Courses:

- RLED 402 Children's Ministry Practicum 3hrs
- COMM 102 Introduction to Storytelling 3hrs
- RLED 303 Teaching Doctrine in Children's Ministry 3hrs
- RLED 122 Church Ministries with Children 3hrs
- RLED 304 Creative Bible Teaching 3hrs

Three credits from the following elective courses:

- RLED 121 Introduction to Church and Family Ministry 3hrs
- PSYC 232 Child Development 3hrs
- RLED 225 Open-Air Sketchboard Ministry 1hr

### **Minor in Educational Foundations (19 credits)**

Required Courses (17 credits):

- EDUC 101 Philosophy of Christian School Education 2hrs
- EDUC 112 Principles and Methods of Education 2hrs
- EDUC 234 Educational Methods, Media, and Materials 2hrs
- EDUC 328 Classroom Assessment 2hrs
- EDUC 332 Classroom Observation 2hrs
- EDUC 435 Classroom Management 2hrs
- EDUC 437 Educating Exceptional Learners 2hrs
- EDUC 340 Educational Field Experience 3hrs

Elective Course (2 credits):

- Any EDUC Elective 2hr

### **Minor in English (18 credits)**

Required Courses (12 credits):

- ENGL 121 Introduction to Literature 3hrs

- ENGL 221 British Literature 3hrs
- ENGL 222 American Literature 3hrs
- ENGL 421 Shakespeare 3hrs

Elective Courses (Complete 6 credits):

- ENGL 301 Topics in English 3hrs
- ENGL 315 Children's Literature 3hrs
- ENGL 321 Advanced Composition 3hrs
- ENGL 323 Modern English Grammar 3hrs
- ENGL 325 Young Adult Literature 3hrs
- ENGL 333 World Literature 3hrs

## **Division of Intercultural Studies and World Missions Programs**

### **Division Mission Statement**

The division of Intercultural Studies and World Missions seeks to prepare missionary candidates spiritually, academically, and practically for contemporary cross-cultural ministry abroad and at home thus helping to fulfill the Great Commission.

### **Bachelor of Arts: Intercultural Studies and World Missions**

This program leads to a Bachelor of Arts degree which shall be granted upon completion of 30 hours of professional studies, the General Education Core, 36 hours of biblical and theological studies and an 18-hour cognate.

The cognate may be selected from one of the following areas: Nursing, Teacher Education, Ministerial Education, Music Education or Theological Education.

Other cognates may be selected if approved by the divisional chair. The cognate is intended to help the student develop skills that may be used on the mission field.

Upon completion of the requirements for this degree program, the graduate will be able to do the following:

1. Know and articulate the biblical foundation for the Christian mandate to bless the nations of the world;
2. Gain inspiration and instruction through the study of how God has accomplished His mission throughout history;
3. Demonstrate knowledge of the major world religions and the uniqueness of the Christian faith;
4. Develop the skills of interpreting culture and relating to people cross-culturally;
5. Cultivate awareness of contemporary missiological issues, trends, and strategies and the ability to live, survive, and flourish in cross-cultural contexts around the world;
6. Develop professional and ministry skills that can be used in cross-cultural ministry contexts.

The following are the specific course requirements for the Bachelor of Arts in Intercultural Studies and World Missions (in addition to the Bible/Theology and General Education Cores).

<b>Course number</b>	<b>Course name</b>	<b>Hours</b>
MISS 102	Historical Foundation of Missions	3
MISS 227	Theology of Chr. World Mission	2
MISS 322	Current Issues/Methods Missions	2

MISS 327	World Religions	3
MISS 328	Principles/Problems Missionary Life	3
MISS 421	Cultural Diversity	3
MISS 424	Cross-Cultural Communication	2
MISS 432	Mission Internship	2
	Approved professional electives	10
	Cognate (approved courses)	18

### **Associate of Applied Science: Intercultural Studies and World Missions**

This program is for laypeople who may be interested in short-term missionary work or in working with missionary organizations. Upon completion of the requirements for this degree program, the graduate will be able to do the following:

1. Know and articulate the biblical foundation for the Christian mandate to bless the nations of the world;
2. Gain inspiration and instruction through the study of how God has accomplished His mission throughout history;
3. Demonstrate knowledge of the major world religions and the uniqueness of the Christian faith;

4. Develop the skills of interpreting culture and relating to people cross-culturally;
5. Cultivate awareness of contemporary missiological issues, trends, and strategies and the ability to live, survive, and flourish in cross-cultural contexts around the world.

The following are the specific course requirements for the Associate of Applied Science in Intercultural Studies and World Missions (in addition to the Bible/Theology and General Education Cores).

<b>Course number</b>	<b>Course name</b>	<b>Hours</b>
BIST 103	OT Literature	3
BIST 104	NT Literature	2
THEO 113	Doct/Practice Church Growth	1
BIST/THEO	Bible or Theology Electives	7
MISS 102	Hist. Foundation of Missions	3
MISS 227	Theology Christian World Mission	2
MISS 327	World Religions	3

MISS 328	Principles/Problems Missionary Life	3
MISS 421	Cultural Diversity	3
	Approved professional electives	7

## **Division of Ministerial Education Programs**

### **Division Mission Statement**

The Division of Ministerial Education exists to glorify God and serve His church by providing Biblical training to equip laypeople, evangelists, and pastor-teachers to serve effectively as Christlike servant-leaders.

### **Division Objectives**

The Division of Ministerial Education purposes to produce servant-leaders whose knowledge, values, and skills center in loving God, loving others and loving learning. Such students will have:

1. fostered a maturing relationship with Jesus Christ that is reflected in spiritual consistency and growing Christlikeness in character and conduct.
2. gained a deepening appreciation and knowledge of Scripture and Theology,.
3. developed the fundamental skills for Evangelism and Discipleship.

### **Bachelor of Arts: Ministerial Education**

The program listed below leads to a bachelor of arts degree. This will be granted upon the completion of the required coursework listed below, in addition to the Bible/Theology and General Education Cores. In the course of completing this degree, students are introduced to the contents and research methodologies unique to the disciplines of biblical studies, systematic theology, church history, and pastoral theology.

This four-year degree program does not require a minor. However, the student must choose one of the eight following areas of professional focus: Pastoral Ministry, Pastoral Counseling, Youth Ministry, Urban Ministry, World Missions, Music Ministry, Christian Education or Christian Leadership. This choice will affect the student's course requirements for the junior and senior years. As student may also choose to do a minor (e.g., ancient languages, church music) in an addition to their area of professional focus

Please note that because evangelism and church growth are covered in greater depth in other required classes, ministerial majors are not required to take Doctrine and Practice of Evangelism (THEO 112) or Doctrine and Practice of Church Growth (THEO 113).

Transfer students must successfully complete an examination before enrolling in Holiness: Critical Issues. Any student who does not successfully complete the examination will be required to take Doctrine of Holiness (THEO 300) at God's Bible School and College.

All students in the Ministerial Education Division are required to attend the plenary ministerial session on Fridays during fourth period. This session provides students opportunity to be mentored collectively, to benefit from spiritual accountability, and to hear special lectures by guest ministers and church leaders.

Upon completion of the course requirements in the Division of Ministerial Education, the student should give evidence of the following:

1. Knowledge and love of the Holy Scriptures as the inspired, inerrant, and infallible Word of God, normative and absolute in its authority for all faith and practice;
2. An understanding of our Christian heritage and history: its great figures, climactic moments, and timeless lessons;
3. A grasp of the basic doctrines of classical Christian theology as well as our unique Wesleyan emphases and contributions;

4. Being filled with the Holy Spirit and demonstrating it by an increasing love for others, a concern for reaching the lost, discipling new converts, and leading them into a life of holiness;
5. A proficiency in the preparation and effective delivery of biblically-sound, homiletically-balanced sermons;
6. Leadership skills in basic pastoral functions such as the conduct of public worship, administration of the sacraments, performance of weddings and funerals, oversight of the church's educational programs, and techniques of pastoral counseling.

Following are the specific course requirements for the Bachelor of Arts in Ministerial Education.

**Bible and Theology**

*Old & New Testament*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
BIST 103	OT Literature	3
BIST 104	NT Literature	2
BIST 218	Life of Christ	3
BIST 322	Wisdom Literature	3

BIST 311	Pentateuch	3
BIST 330	Prophecy of Daniel & Revelation	3
BIST 340	Romans and Galatians	3
BIST	Elective	3

*Theology*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
THEO 114	Doct/Practice World Missions	1
THEO 115	Doct/Practice of Prayer	1
THEO 140	Principles of the Christian Life I	2
THEO 141	Principles of the Christian Life II	2
THEO 201	Christian Beliefs	3

THEO 202	Doctrine of Holiness	3
THEO 226	Discipleship & Small Groups	2
THEO 280	Hermeneutics	3
THEO 301	Holiness: Critical Issues	2
THEO 321	Systematic Theology I	3
THEO 322	Systematic Theology II	3
THEO 411	Senior Worldview Seminar	2

### Ministerial Education

The following courses are required for all ministerial majors, regardless of their area of ministry focus.

Course Number	Course Name	Credit Hours
MNED 105	Spiritual Formation & Soul Winning	2

MNED 227	The Minister & Finance	1
MNED 228	Ministerial Ethics	1
MNED 405	Leadership & Meeting Management	1
PHIL 425	Apologetics	3

### **Biblical Language**

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
GREK 223	Greek Language IA	3
GREK 224	Greek Language IB	3
HBRW 233	Classical Hebrew IA	3
HBRW 234	Classical Hebrew IB	3

The student is required to have the current version of BibleWorks for each of the above Biblical Languages classes. A significant reduction in price is available for college students.

## Church History & Religion

Course Number	Course Name	Credit Hours
HIST 233	Church History	3
CREL 204	Religions of America	2
HIST 433	Early Methodism and the American Holiness Movement	3

## Preaching

All ministerial students are required to have four semesters of preaching courses. These courses must be taken in sequential order:

Course Number	Course Name	Credit Hours
MNED 104	Fundamentals of Biblical Communication	3
MNED 200	Advanced Homiletics	3

MNED 206	Expository Preaching	3
MNED 303	Preaching Holiness	2

### **Internship and Christian Service**

Ministerial internships involve extensive pre-internship activity and a six-week apprenticeship under the supervision of an experienced pastor. This normally occurs between the junior and senior years. All ministerial majors are required to serve in an inner-city chapel for a minimum of one year, and they must also serve on the Personal Witnessing Team for at least one year.

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MNED 420	Ministerial Internship	3
	Christian Service Credits (7)	0

### **Ministry Tracks**

In addition to the professional development courses listed above, one of the following ministry tracks must be chosen by all ministerial education majors upon entering their junior year. These tracks provide the student an opportunity to develop additional ministry skills in a specific area. The World Missions, Music Ministry and Christian Education tracks were created in collaboration with their respective divisions.

#### ***Pastoral Ministry Track***

This track is the most general track and continues the professional development of the pastor as a preacher and minister.

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MNED 305	Conducting Sacred Ceremonies	1
MNED 407	Administration & Civil Law	1
MNED 404	Pastoral Teaching Practicum	2
MNED 406	Church Growth	1
BIST	Elective	3

*Pastoral Counseling*

This track focuses on equipping the pastor with the skills needed to help his people change biblically and grow into greater Christlikeness.

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MNED 325	Pastoral Counseling	3
MNED 336	Problems in Counseling	3

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MNED 412	Marriage and Family Counseling	3
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*Urban Ministry*

This track focuses on equipping the student to minister effectively within the urban context.

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Course Number	Course Name	Credit Hours
MNED 341	Leading Non-profit Ministries	3
MNED 441	Urban Church Planting	2
MNED 225	Leading Open Air Outreach	1
One of the following:		2
MNED 442	Cont Approaches to Urban Min	
MNED 451	Urban Mission Ministry	

*Christian Leadership*

This track focuses on the further development of the student's leadership skills.

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MNED 425	Leading Change/Managing Conflict	3
MNED 245	Leadership Seminar	2
LEAD	Leadership Electives	3

### *Youth Ministry*

This track focuses on equipping the student to minister effectively to youth within the local church. Students will be required to attend the one-week Youth Ministry Seminar once in each of their junior and senior years.

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MNED 331	Introduction to Youth Ministry	2
MNED 332	Current Youth Issues	2
MNED 432	Youth Pastor and Program	2
PSYC 224	Adolescent Psychology	2

### *World Missions*

This track focuses on equipping the pastor to understand the history, theology, and issues involved in world missions as well as understand the relationship of the local church to missions.

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<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MISS 102	Historical Foundations of Missions	3
MISS 227	Theology of the Christian World Mission	2
MISS 328	Principles/Problems of Missions	3

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### *Music Ministry*

This track focuses on equipping the pastor with the core knowledge and skills necessary to provide pastoral guidance and oversight of a sound music ministry within a church.

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<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MUSC 131	Music of the Bible	3

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MUSC 133	Introduction to Music Philosophy	2
MNED 385	Conducting Techniques I	3

### *Christian Education*

This track focuses on providing the pastor basic skills relevant to understanding the issues involved in overseeing an educational program associated with a local church.

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
EDUC 101	Philosophy of Christian School Ed	2
EDUC 112	Principles and Methods of Ed	2
EDUC 435	Classroom Management	2
MNED 404	Pastoral Teaching Practicum	2

### **Bachelor of Arts: Biblical and Theological Studies**

The program listed below leads to a Bachelor of Arts degree in Biblical and Theological Studies. This will be granted upon the completion of 66 hours of Bible and theology, 36 hours of general education studies, 8 hours of Church History and Religion and 18 hours of electives. In the course of completing this

degree, students are introduced to the contents and research methodologies unique to the disciplines of biblical studies, systematic theology and church history.

This four-year degree program does not require a minor. However, the student may choose, with advisor approval, whatever set of courses best fits their ministry career objectives, using the 18 hours of electives which this degree includes.

Transfer students must successfully complete an examination before enrolling in Holiness: Critical Issues. Any student who does not successfully complete the examination will be required to take Doctrine of Holiness (THEO 202) at God's Bible School and College.

All biblical and theological studies students are required to attend the plenary ministerial session on Fridays during fourth period. This session provides students opportunity to be mentored collectively, to benefit from spiritual accountability, and to hear special lectures by guest ministers and church leaders.

Upon completion of the course requirements for the BA in Biblical and Theological Studies, the student should give evidence of the following:

1. Knowledge and love of the Holy Scriptures as the inspired, inerrant, and infallible Word of God, normative and absolute in its authority for all faith and practice;
2. A basic understanding of our Christian heritage and history: its great figures, climactic moments, and timeless lessons;
3. A grasp of the basic doctrines of classical Christian theology, as well as our unique Wesleyan emphases and contributions to its enrichment and development;
4. Being filled with the Holy Spirit and demonstrating it by an increasing love for others, a passion for reaching the lost, discipling new converts, and leading them into a life of holiness;

5. Leadership skills in basic ministry functions such as personal evangelism, the conduct of discipleship groups, and teaching biblical doctrine.

Following are the specific course requirements for the Bachelor of Arts in Biblical and Theological Studies:

### **Bible and Theology**

#### *Old Testament*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
BIST 103	OT Literature	3
BIST 222	Wisdom Literature	3
BIST 311	Pentateuch	3
BIST 330	Prophecy of Daniel & Revelation	3

#### *New Testament*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
BIST 104	NT Literature	2

BIST 218	Life of Christ	3
BIST 340	Romans and Galatians	3
BIST 428	Prison Epistles	3
BIST	Electives (either OT or NT)	12

*Theology*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
PHIL 202	Intro to Ethics	2
PHIL 425	Apologetics	3
THEO 105	Spiritual Formation & Soul Winning	2
THEO 114	Doct/Practice World Missions	1
THEO 115	Doct/Practice of Prayer	1

THEO 140	Principles of the Christian Life I	2
THEO 141	Principles of the Christian Life II	2
THEO 201	Christian Beliefs	3
THEO 202	Doctrine of Holiness	3
THEO 226	Discipleship & Small Groups	2
THEO 280	Hermeneutics	3
THEO 301	Holiness: Critical Issues	2
THEO 321	Systematic Theology I	3
THEO 322	Systematic Theology II	3
THEO 411	Senior Worldview Seminar	2

### **Church History & Religion**

Course Number	Course Name	Credit Hours
HIST 233	Church History	3
HIST 433	Early Methodism and the American Holiness Movement	3
CREL 204	Religions of America	2
	Christian Service Credits (7)	0

### Approved Electives

Course Number	Course Name	Credit Hours
	Approved Electives	18

### Associate of Arts: Bible/Theology

The program listed below leads to an associate of arts degree which shall be granted upon the completion of 29 hours in general education, 31 hours of Bible and theology courses and 5 hours of church history and ministerial education to complete a total of 65 hours.

This degree is designed for students who desire a sound biblical foundation upon which to build their life. It is ideal for the student who is not sure what God wishes for his/her life or for the student who is planning to transfer to another

college to pursue studies in an area that God's Bible School and College does not offer.

Upon completion of this degree, a student should give evidence of the following: Knowledge and love of the Holy Scriptures as the inspired, inerrant, and infallible Word of God, normative and absolute in its authority for all faith and practice;

1. Being filled with the Holy Spirit and demonstrating it by an abounding love for others, a zeal for reaching the lost, discipling new converts, and leading them into the experience of entire sanctification;
2. Knowledge of how to worship God and the importance of prayer, fasting, praise, personal accountability, and faithful church attendance, and developing Christ-like character;
3. A basic grasp of the themes of each book of Scripture and an understanding of the background, structure, content, and spiritual message of the Bible as a whole; and
4. Knowledge of and the location of the best Bible verses that teach each of the basic doctrines of Christianity and the ability to share a doctrinal belief with others.

The following are the specific course requirements for the Associate of Arts in Bible and Theology.

### **Bible and Theology**

#### *Bible*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
BIST 103	OT Literature	3

BIST 104	NT Literature	2
BIST 218	Life of Christ	3
BIST 222	Wisdom Literature	3
BIST 311	Pentateuch	3

*Theology*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
THEO 114	Doct/Practice World Missions	1
THEO 140	Principles of the Christian Life I	2
THEO 141	Principles of the Christian Life II	2
THEO 153	Doct/Practice of Prayer	1
THEO 201	Christian Beliefs	3

THEO 202	Doctrine of Holiness	3
THEO 226	Discipleship & Small Groups	2
THEO 280	Hermeneutics	3

### Church History & Ministerial Education

Every student pursuing this degree must register for the following church history and ministry preparation courses.

Course Number	Course Name	Credit Hours
HIST 433	Early Methodism and the American Holiness Movement	3
MNED 105	Spiritual Formation & Personal Evangelism	2
	Christian Service Credits (3)	0

### Associate of Applied Science: Ministerial Education

The program listed below leads to an associate of applied science degree which shall be granted upon the completion of 31 hours of Bible and theology courses, 24 hours in general education, and 11 hours of ministerial education to complete a total of 66 hours.

This degree is designed for students who desire a sound biblical foundation upon which to build their life. It is ideal for students who are unsure regarding a call to preach but would like to take the 9-hour preaching sequence which would prepare them to enter the BA in Ministerial Education after completing this degree.

Upon completion of this degree, a student should give evidence of the following:

1. Knowledge and love of the Holy Scriptures as the inspired, inerrant, and infallible Word of God, normative and absolute in its authority for all faith and practice;
2. Being filled with the Holy Spirit and demonstrating it by an abounding love for others, a zeal for reaching the lost, discipling new converts, and leading them into the experience of entire sanctification;
3. Knowledge of how to worship God and the importance of prayer, fasting, praise, personal accountability, and faithful church attendance, and developing Christ-like character;
4. A basic grasp of the themes of each book of Scripture and an understanding of the background, structure, content, and spiritual message of the Bible as a whole; and
5. Knowledge of and the location of the best Bible verses that teach each of the basic doctrines of Christianity and the ability to share a doctrinal belief with others.

The following are the specific course requirements for the Associate of Applied Science in Ministerial Education:

### **Bible and Theology**

#### *Bible*

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<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
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BIST 103	OT Literature	3
BIST 104	NT Literature	2
BIST 218	Life of Christ	3
BIST 222	Wisdom Literature	3
BIST 311	Pentateuch	3

*Theology*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
THEO 114	Doct/Practice World Missions	1
THEO 115	Doct/Practice of Prayer	1
THEO 140	Principles of the Christian Life I	2
THEO 141	Principles of the Christian Life II	2

THEO 201	Christian Beliefs	3
THEO 202	Doctrine of Holiness	3
THEO 226	Discipleship & Small Groups	2
THEO 280	Hermeneutics	3

### Ministerial Education

Course Number	Course Name	Credit Hours
MNED 104	Fund of Biblical Communication	3
MNED 105	Spiritual Formation & Personal Evangelism	2
MNED 200	Advanced Homiletics	3
MNED 206	Expository Preaching	3
	Christian Service Credits (3)	0

## **Minor in Ancient Languages (18 credits)**

- GREK 223 Koine Greek IA 3
- GREK 224 Koine Greek IB 3
- GREK 323 Koine Greek IIA 3
- GREK 324 Koine Greek IIB 3
- HBRW 233 Classical Hebrew IA 3
- HBRW 234 Classical Hebrew IB 3

## **Division of Music Programs**

### **Division Mission Statement**

The Division of Music exists to glorify God by providing musical training and fostering the development of a biblically-sound music philosophy to equip church musicians and music educators to serve effectively.

### **Entrance and Proficiency Requirements and Transfer Student Regulations**

This information is a summary of regulations that apply to incoming music majors. More specific explanations of these and other policies required of all music majors may be found in A Guide for Music Majors. A copy may be secured from the Division of Music office.

### **Required Music Organization Sequence**

Students who have not completed the required music organization sequence must enroll in a music organization to be eligible to enroll in applied music. Any music major who withdraws or is dropped from the music organization will also be dropped from applied music. Students who do not qualify for enrollment in a music organization may substitute courses at the discretion of the divisional chair.

### **Transfer of Music Organization Credit**

Students may transfer one-half hour each semester (for a total of two semesters) of music organization from another college toward this three-hour sequence.

### **Music Theory Placement Exam**

Entering music students will be placed in the appropriate level of Music Theory based upon their performance on the Music Theory Matriculation

Examinations. For students wishing to transfer credit from another institution, credit may be awarded by exam for Music Courses MUSC 101, MUSC 102, MUSC 111, MUSC 112, MUSC 211, and MUSC 212. Credit will be given by student's request if the score for the corresponding exam is a B- or higher. In this case, the designation of CR (i.e., credit) will be included in the students' transcripts and the earned grade of the exam will not be calculated in their GPA. More complete information is available in A Guide for Music Majors.

### **Areas of Applied Study**

All music majors enrolling in a Bachelor of Arts program, *with the exception of the double-major BA in Classroom Education and Music Education*, must choose two instruments (i.e., Instrument I and Instrument II) for applied study during their degree program. Music majors enrolling in the Applied Associate of Science program will choose one instrument for their applied study. Students may study piano, organ, wind instruments, string instruments, and/ or voice. Degree candidates must elect to study piano or organ as one of their instruments unless they pass the piano proficiency examination (see Forms 20 and 21 in A Guide for Music Majors).

### **Placement in Applied Music**

Before the first semester of study, all students will be auditioned by a music faculty member and placed on a suggested level in the applied study curriculum. Entrance requirements for each area of applied study are listed in A Guide for Music Majors under the Curriculum Spiral Sequence. This level is tentative until the student has completed a semester of study. The first jury (final exam for Piano Lab and Voice Class) establishes the level.

### **Admission to a Degree Program**

To be admitted into a particular degree program, a music major must audition at the two minimum applied music levels required for that program. If the requirements are not met, the student must enroll in another program that is more representative of their applied levels. If and when deficiencies have been removed, the student may then enter a more advanced degree program.

### **Performance Track Study**

For admittance into a performance track, candidates must qualify for at least Applied Music MUSC 161 (major instrument, performance) in Instrument I and Applied Music MUSC 151 (secondary instrument, non-performance) in

Instrument II. Students will not be admitted into a performance-track music degree program until they meet these applied levels.

### **Non-Performance Track Study**

For admittance into a non-performance degree track, Music Ed K-12 candidates must qualify for at least Applied Music MUSC 151 (secondary instrument, non-performance) in Instrument I, and Applied Music MUSC 141 (introductory instrument) in Instrument II, in order to begin their instrumental study sequence. Students will not be officially admitted to a non-performance track music degree program until they meet these applied levels.

For admittance into the non-performance track degree, Music Education and Classroom Education K-8 candidates and Music Ministry candidates must qualify for at least Applied Music MUSC 141 in Instrument I and Instrument II.

### **Sophomore Qualifying Exam**

All students who are on the performance track must successfully complete a sophomore qualifying examination before enrolling in MUSC 361, Applied Music. Students are advised that a passing grade in MUSC 262 does not necessarily qualify one to enroll in upper-division performance credit. Students who do not qualify, but still wish to perform a senior recital will enroll in MUSC 262 until successful completion of the sophomore qualifying examination.

### **Music Majors (BA)**

The Division of Music offers the Bachelor of Arts degree in Church Music. Those who wish to prepare for church music ministry may choose one of the following tracks:

- Church Music – Performance
- Church Music – Non-performance

The Division of Music also offers the Bachelor of Arts degree in Music Education. Those majoring in music education may choose one of the following tracks:

- K-12 – Performance
- K-12 – Non-performance

The Division of Music, along with the Division of Education and Professional Studies, also offers the Bachelor of Arts degree in Elementary Education and

Music Education. This double-major does not share the common music core (see below) with the other bachelor of arts music programs.

### **Common Music Core**

All bachelor of arts music majors must take the professional courses listed below, in addition to the Bible/Theology and General Education Cores.

### **Professional Studies**

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MUSC 101	Intro Music Fundamentals1	0
MUSC 102	Basic Music Theory1	0
MUSC 104	Notation in Music Technology	1
MUSC 111	Music Theory I and Lab2	4
MUSC 112	Music Theory II and Lab	4
MUSC 211	Music Theory III and Lab	4
MUSC 212	Music Theory IV and Lab	4
MUSC 221	Music History/Lit I	2

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MUSC 222	Music History/Lit II	2
MUSC 321	Music History/Lit III	2
MUSC 322	Music History/Lit IV	2
MUSC 133	Intro to Philosophy of Music	2
BIST 131	Music of the Bible	3
MUED 381	Elementary Music Methods	2
MUED 387	Percussion Techniques	1
MUED 388	Brass Techniques	1
MUED 482	Woodwind Techniques	1
MUED 483	String Techniques	1
MUSC 385	Conducting Techniques I3	2

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MUSC 386	Conducting Techniques II5	2
MUSC 183	Applied Diction4 or...	
MUSC 485	Piano Pedagogy6 or...	
MUSC 486	String Pedagogy6	2
MUSC	Music Org Sequence5	3
MUSC 170	MSO Rec/Lec Attend (8+sem)	0
MUSC 181/2	Accompanying6	0
MUSC 281/2	Accompanying6	0

1. MUSC 101 and MUSC 102 are remedial courses which must be taken by all Bachelor of Arts candidates who do not successfully pass the Music Theory Matriculation Examinations I and II, respectively. Credit (CR) will be given for the corresponding course with a grade of B- or higher (see A Guide for Music Majors).
2. Passing Matriculation Examinations I and II or the corresponding music theory classes are prerequisites for MUSC 111..
3. Observation required in this course.

4. Students whose first concentration is piano enroll in MUSC 485; voice, in MUSC 183; strings, in MUSC 486; and others enroll in any of the three courses.
5. Students are required a six-semester sequence in the same traveling music organization.
6. For students whose principal instrument is piano or organ and are who enrolled in MUSC 351 or above.

### **Church Music: Performance Track**

The program for the bachelor of arts degree in Church Music: Performance Track consists of 42 hours of professional core courses, 34 hours in track-specific professional studies and the Bible/Theology and General Education Cores. It does not require a minor. This program is designed for the student who plans to proceed directly into a church music program, give elementary-advanced applied instruction, and/or enter a graduate program in church music. It does not prepare the candidate to teach music in a Christian school and does not meet Ohio public school teacher's licensure requirements. After completing this program of study, students will be able to demonstrate:

1. A comprehension of music fundamentals, history and literature;
2. The basic skills necessary for reading, writing, and analyzing music;
3. A working knowledge and application of biblical and philosophical concepts in music;
4. A practical appreciation for music ministry;
5. A performance level of music proficiency in a vocal and/or instrumental concentration;
6. The capacity to enter a ministry in church music.

Students must maintain a grade point average of at least 2.0 for the entire program and a 2.5 in Church music courses. Before students enroll in Supervised Church Music Ministry (MUSC 431), they must meet all the requirements listed under the heading "Supervised Church Music Ministry". This Bachelor of Arts program is a professional church music program.

The following are the specific course requirements for the Bachelor of Arts in Church Music: Performance Track.

**Professional Studies: Track Specific**

*Instrument I1:*

Course Number	Course Name	Credit Hours
MUSC 161	Instrument I (Major)	1
MUSC 162	Instrument I (Major)	1
MUSC 261	Instrument I (Major)	1
MUSC 262	Instrument I (Major)	1
MUSC 361	Instrument I (Major)	2
MUSC 362	Instrument I (Major)	2
MUSC 461	Instrument I (Major)	2
MUSC 462	Instrument I (Major)	2

*Instrument II1:*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MUSC 151	Instrument II (Secondary)	1
MUSC 152	Instrument II (Secondary)	1
MUSC 251	Instrument II (Secondary)	1
MUSC 252	Instrument II (Secondary)	1

*Additional Music Courses:*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MUSC 135	Church Music I: Found/Techniques	3
MUSC 136	Church Music II: Administration	3
MUSC 172	Chamber Music	1
MUSC 231	Hymnology	2

MUSC 370	Junior Recital (0 or 1/2 hr)	0
MUSC 470	Senior Recital (0 or 1/2 hr)	0
MUSC 481	Choral Methods <sup>1</sup>	2
MUSC 491	Choral Conducting Practicum <sup>2</sup>	1
MUSC 492	Instr Conducting Practicum <sup>2</sup>	1
MUSC 398	Practicum in Church Music I <sup>2</sup>	0
MUSC 399	Practicum in Church Music II <sup>2</sup>	0
MUSC 496	Supervised Church Music Min <sup>1</sup>	5

1. One of the applied concentrations must be in piano unless the student has passed the piano proficiency test. Additionally, successful completion of gospel piano proficiency is required for church music majors.
2. Observation required in this course.

### **Supervised Church Music Ministry**

As mentioned previously, students in the performance track of Church Music are required to take Supervised Church Music Ministry (MUSC 496) – an internship in Church Music. Music ministry, under the guidance of the Division

of Music, the Church Music Ministry Coordinator, and a cooperating local pastor and/or minister of music, is the climax of this program.

To be eligible for a church music ministry assignment, the candidate must satisfy the following requirements:

1. Successfully complete all academic courses except courses designated for the first half of the supervised church music ministry semester;
2. Remove all unsatisfactory grades from his/her record ("D" in Church Music courses, or any "F"s or "I"s);
3. Be in good standing, free from academic, disciplinary, and musical probation (see A Guide for Music Majors);
4. Achieve and maintain the following grade point averages: 2.5 in Church Music courses 2.0 overall GPA;
5. Present to the Division of Music at least three letters from different God's Bible School and College music faculty that demonstrate that the student has exhibited the spiritual, musical and social qualities necessary to succeed as Minister of Music.

### **Church Music: Non-Performance Track**

The program for the bachelor of arts degree in Church Music: Non-Performance Track consists of 42 hours of professional core courses, 22 hours in track specific professional studies and the Bible/Theology and General Education Cores. It does not require a minor. This program is designed to train students who plan to proceed directly into a church music program and give elementary-intermediate applied instruction. It does not prepare the candidate to teach music in a Christian school and does not meet Ohio public school teacher's licensure requirements.

After completing this program of study, students will be able to demonstrate:

- A comprehension of music fundamentals, history and literature;
- The basic skills necessary for reading, writing, and analyzing music;

- A working knowledge and application of biblical and philosophical concepts in music;
- A practical appreciation for music ministry;
- An intermediate level of music proficiency in a vocal and/or instrumental concentration;
- The capacity to enter a ministry in church music.

Students must maintain a grade point average of at least 2.0 for the entire program and a 2.5 in Church music courses. This Bachelor of Arts program is a music ministry program.

The following are the specific course requirements for the Bachelor of Arts in Church Music: Non-Performance Track.

**Professional Studies: Track Specific**

*Instrument I1:*

Course Number	Course Name	Credit Hours
MUSC 141	Instrument I (Introductory)	1
MUSC 142	Instrument I (Introductory)	1
MUSC 241	Instrument I (Introductory)	1
MUSC 242	Instrument I (Introductory)	1
MUSC 341	Instrument I (Introductory)	1

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MUSC 342	Instrument I (Introductory)	1
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*Instrument II1:*

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<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MUSC 141	Instrument II (Introductory)	1
MUSC 142	Instrument II (Introductory)	1
MUSC 241	Instrument II (Introductory)	1
MUSC 242	Instrument II (Introductory)	1

*Additional Music Courses:*

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<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MUSC 135	Church Music I: Found/Techniques	3
MUSC 136	Church Music II: Administration	3

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MUSC 231	Hymnology	2
MUSC 481	Choral Methods2	2
MUSC 398	Practicum in Church Music I	0
MUSC 399	Practicum in Church Music II	0
MUSC 496	Supervised Church Music Min2	2

1. One of the applied concentrations must be in piano unless the student has passed the piano proficiency test. Additionally, successful completion of gospel piano proficiency is required for church music majors.
2. Observation required in this course.

### **Music Education: K-12 Performance Track**

The program for the Bachelor of Arts degree in Music Education: K-12 Performance Track consists of 42 hours in professional core studies, 40 hours in track specific professional studies and the Bible/Theology and General Education Cores. It does not require a minor. This program is designed for students with a high level of performance proficiency who are preparing to teach in the Christian school (general music, choir, and band), give elementary-advanced applied instruction, and/or enter a graduate program in music. It does not meet Ohio public school teacher's licensure requirements.

### **Program Outcomes**

After completing this program of study, students will be able to demonstrate:

1. A comprehension of music fundamentals, history and literature;

2. The basic skills necessary for reading, writing, and analyzing music;
3. A working knowledge and application of biblical and philosophical concepts in music;
4. A practical appreciation for music ministry;
5. A performance level of music proficiency in a vocal and/or instrumental concentration;
6. The capacity to teach music (K-12).

The following are the specific course requirements for the Bachelor of Arts Degree in Music Education: K-12 Performance Track.

**Professional Studies: Track Specific**

*Instrument I1:*

Course Number	Course Name	Credit Hours
MUSC 161	Instrument I (Major)	1
MUSC 162	Instrument I (Major)	1
MUSC 261	Instrument I (Major)	1
MUSC 262	Instrument I (Major)	1
MUSC 361	Instrument I (Major)	2
MUSC 362	Instrument I (Major)	2

MUSC 461	Instrument I (Major)	2
MUSC 462	Instrument I (Major)	2

*Instrument II1:*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MUSC 151	Instrument II (Secondary)	1
MUSC 152	Instrument II (Secondary)	1
MUSC 251	Instrument II (Secondary)	1
MUSC 252	Instrument II (Secondary)	1

*Additional Music and Method Courses:*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
EDUC 101	Philosophy of Christian School Ed	2

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EDUC 112	Principles / Methods of Education	2
MUSC 172	Chamber Music	1
MUED 268	Intro to Music Education	2
EDUC 328	Classroom Assessment	2
MUSC 370	Junior Recital (0 or 1/2 hr)	0
MUED 382	Junior High Methods2	1
MUED 383	Secondary Methods2	1
MUED 384	Intro Technology in Music Ed	1
EDUC 435	Classroom Management	2
MUSC 470	Senior Recital (0 or 1/2 hr)	0
MUSC 481	Choral Methods2	2

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MUSC 491	Choral Conducting Practicum	1
MUSC 492	Instr. Conducting Practicum	1
MUED 398	Practicum in Music Education I	0
MUED 399	Practicum in Music Education II	0
MUED 498	Student Teaching (K-12 music) <sup>3</sup>	8

1. One of the applied concentrations must be in piano unless the student has passed the piano proficiency test.
2. Observation required in this course.
3. See the Supervised Student Teaching in Music requirements.

### **Music Education: K-12 Non-Performance Track**

The program for the Bachelor of Arts degree in Music Education: K-12 Non-Performance Track consists of 42 hours in professional core studies, 35 hours in track-specific professional studies and the Bible/Theology and General Education Cores. It does not require a minor. This program, which is a five-year sequence, is designed for the student who plans to proceed directly into Christian school teaching (general music, choir, and band) and give elementary-intermediate applied instruction. It does not meet Ohio public school teacher's licensure requirements.

After completing this program of study, students will be able to demonstrate:

1. A comprehension of music fundamentals, history and literature;
2. The basic skills necessary for reading, writing, and analyzing music;

3. A working knowledge and application of biblical and philosophical concepts in music;
4. A practical appreciation for music ministry;
5. An intermediate level of music proficiency in a vocal and/or instrumental concentration;
6. The capacity to teach music (K-12).

Students who successfully complete this program will be eligible to apply for ACSI Christian school music teacher certification (K-12) and State of Ohio non-tax certification.

Students must maintain a grade point average of at least 2.0 for the entire program and a 2.5 in music education courses. Before students enroll in Supervised Student Teaching (MUED 498), they must meet all the requirements listed under the heading “Supervised Teaching in Music Ed” found on page . This degree is a professional Christian music education program.

The following are the specific course requirements for the Bachelor of Arts in Music Education: K-12 Non-Performance Track

**Professional Studies: Track Specific**

*Instrument I1:*

Course Number	Course Name	Credit Hours
MUSC 151	Instrument I (Secondary)	1
MUSC 152	Instrument I (Secondary)	1
MUSC 251	Instrument I (Secondary)	1

MUSC 252	Instrument I (Secondary)	1
MUSC 351	Instrument I (Secondary)	1
MUSC 352	Instrument I (Secondary)	1
MUSC 451	Instrument I (Secondary)	1
MUSC 452	Instrument I (Secondary)	1

*Instrument II1:*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MUSC 141	Instrument II (Introductory)	1
MUSC 142	Instrument II (Introductory)	1
MUSC 241	Instrument II (Introductory)	1
MUSC 242	Instrument II (Introductory)	1

*Additional Music and Method Courses:*

<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
EDUC 101	Philosophy of Christian School Ed.	2
EDUC 112	Principles / Methods of Education	2
MUSC 268	Intro to Music Education	2
EDUC 328	Classroom Assessment	2
MUSC 370	Junior Recital (0 or 1/2 hr)	0
MUED 382	Junior High Methods2	1
MUED 383	Secondary Methods2	1
MUED 384	Intro Technology Music Ed	1
EDUC 435	Classroom Management	2

MUSC 481	Choral Methods <sup>2</sup>	2
MUSC 491	Choral Conducting Practicum	1
MUSC 492	Instr. Conducting Practicum	1
MUED 398	Practicum in Music Education I	0
MUED 399	Practicum in Music Education II	0
MUED 498	Student Teaching (K-12 music) <sup>3</sup>	8

1. One of the applied concentrations must be in piano unless the student has passed the piano proficiency test.
2. Observation required in this course.
3. See the Supervised Student Teaching in Music requirements.

### **Elementary Education and Music Education**

Information about this program is presented in the Education and Professional Studies catalog section. Added here are details about student-teaching in music.

### **Supervised Student Teaching in Music Ed**

As mentioned previously, all three Music Education tracks require the completion of Supervised Student Teaching (MUED 498). The BA in Music Ed and Classroom Ed, (K-8, Non-Performance Track) has the additional requirement—EDUC 450, Student Teaching. Student teaching, under the guidance of the Division of Music, a music supervisor, and a cooperating teacher, is the climax of these programs.

To be eligible for a student teaching assignment, the candidate must do the following:

1. Successfully complete all academic courses except courses designated above as taken during the first half of the student teaching semester;
2. Remove all unsatisfactory grades from his/her record ("D" in Music Ed courses, or any "F"s or "I"s);
3. Be in good standing, free from academic, disciplinary, and musical probation (see A Guide for Music Majors);
4. Achieve and maintain the following grade point averages: 2.5 in Music Ed courses 2.0 overall GPA;
5. Present to the Division of Music at least three letters from different God's Bible School and College music faculty that demonstrate that the student has exhibited the musical and social qualities necessary to succeed as a Christian school music teacher; and
6. Complete the three phases of student teacher candidate screening by the Student Teacher Committee successfully.

### **Associate of Applied Science: Music Ministry**

The program for the Associate of applied science degree in Music Ministry consists of 27 hours of professional studies in music and the Bible/Theology and General Education Cores. It does not require a minor. This program is designed to provide rudimentary training for students who plan to participate in music ministry. It does not prepare the candidate to teach music in a Christian school and does not meet Ohio public school teacher's licensure requirements.

After completing this program of study, students will be able to demonstrate:

1. A comprehension of music fundamentals;
2. A working knowledge and application of biblical and philosophical concepts in music;

3. A practical appreciation for music ministry;
4. An intermediate level of music proficiency in a vocal and/or instrumental concentration.

Students must maintain a grade point average of at least 2.0 for the entire program.

The following are the specific course requirements for the Associate of Applied Science in Music Ministry:

**Professional Studies**

*Instrument I1:*

Course Number	Course Name	Credit Hours
MUSC 141	Introductory Instrument I	1
MUSC 142	Introductory Instrument I	1
MUSC 241	Introductory Instrument I	1
MUSC 242	Introductory Instrument I	1

*Additional Music Courses:*

Course Number	Course Name	Credit Hours
MUSC 101	Intro Music Fundamentals2	2

MUSC 102	Basic Music Theory2	3
MUSC 104	Notation in Music Technology	1
MUSC 111	Music Theory I3	3
MUSC 112	Music Theory II	3
MUSC 131	Music of the Bible	3
MUSC 133	Intro to Philosophy of Music	2
MUSC 170	MSO Rec/Lec Attend (4 sems)	0
MUSC 385	Conducting Techniques I4	2
MUSC	Classroom Music Elective	2
MUSC	Music Org Sequence (4 sems)	2

1. Students who audition at a higher level (i.e., Major-60s or Secondary-50s) will complete a four-semester spiral sequence at that

applied level. One of the applied concentrations must be in piano unless the student has passed the piano proficiency test.

2. MUSC 101 and 102 are remedial courses which must be taken by all students who do not successfully pass the Music Theory Matriculation Examinations I and II, respectively. Credit (CR) may be awarded for the corresponding theory course (See “The Music Theory Examination” in A Guide for Music Majors).
3. Students must pass Music Theory Matriculation Exams I and II which correspond to music theory courses MUSC 101: Introduction to Music Fundamentals and MUSC 102: Basic Music Theory to register for MUSC 111: Music Theory I.
4. Observation required in this course.

### **Minor in Piano Pedagogy**

The **Minor in Piano Pedagogy** is designed to train students in the fundamentals of piano teaching and performance. Declaration of intent to pursue the minor should be made at the end of the sophomore year. A student may elect a minor in piano pedagogy by completing the courses listed below.

Pre-/Co-requisites:

- A Minimum of 4 semesters Applied Piano Study
  - The student must be a piano major or a non-piano major completing the minimum of an applied piano sequence of MUSC 262 or 352.
- Music Theory Courses – MUSC 101, 102, 111, 112

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<b>Course Number</b>	<b>Course Name</b>	<b>Credit Hours</b>
MUED 268	Intro to Music Ed	2

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MUSC 283	Keyboard Music 1600-1828	2
MUSC 284	Keyboard Music 1828-Modern	2
MUSC 2__	Piano Pedagogy I	2
PSYC 326	Educational Psychology	3
MUED 381	Elem Music Methods	2
MUSC 3__	Piano Pedagogy II	2
MUSC 4__	Pedagogy Practicum	4

### Minor in Music

The **Minor in Music** allows a student majoring in an area of study other than music to have the opportunity to continue their studies in music in a structured setting. The minor is designed to broaden the educational experience of students by providing a variety of musical experiences. A student may elect a minor in music by completing the courses listed below.

Course Number	Course Name	Credit Hours
MUSC 101	Intro to Music Fund	2

MUSC 102	Basic Music Theory	3
MUSC 170	MSO Rec/Lec Attend (2 sems)	1
MUSC	Applied Music (2 sem)	2
MUSC	Music Organization (2 sem)	1
	9 hours of Music electives (6 hours 300-level or above)	9

### Minor in Church Music

The **Minor in Church Music** allows a student majoring in an area of study other than church music to have the opportunity to receive private lessons, get involved in ensembles, learn the basics of music, enroll in church music courses and use their learned skills in a practical way.

<b>Cours e Numb er</b>	<b>Course Name</b>	<b>Cred it Hour s</b>
MUSC 101	Intro to Music Fund	2

MUSC 102	Basic Music Theory	3
MUSC 170	MSO Rec/Lec Attend (2 sems)	1
MUSC	Applied Piano/Organ (2 sem)	2
MUSC	Applied Voice (2 sem)	2
MUSC	College Choir (2 sem)	1
MUSC 135	Church Music I	2
	<b>1 of the following elected Church music courses:</b>	
MUSC 133	Intro to Philosophy of Music	2
MUSC 131	Music of the Bible	3
MUSC 136	Church Music II:Leadership/Administration	3
MUSC 285	Methods of Music Program Production	2

MUSC 221	Music History and Literature I <b>or</b> Hymnology	2
MUSC 231		
MUSC 385	Conducting I	2
MUSC 481	Choral Methods	2
MUSC 398/4 96	Practicum in Church Music Ministry I along with Supervised Church Music Ministry <b>or</b> Directed Study in Church Music	0/2
MUSC 331		2