



**CALVARY
UNIVERSITY**

**2016–2018
UNDERGRADUATE
CATALOG**

15800 Calvary Road
Kansas City, Missouri 64147-1341

Admissions Information: 1-800-326-3960
Switchboard: 1-816-322-0110

Admissions E-mail: admissions@calvary.edu
Web Site: www.calvary.edu

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This catalog contains information regarding the calendar, student life, admissions, fees, degree requirements, and course offerings for the 2016-2018 academic years. Calvary reserves the right to make changes in these and other matters described herein, without prior notice, in accordance with established policies and procedures.

CALVARY'S CALENDAR

FALL SEMESTER 2016 (Aug. 23 - Dec. 14)

Dorms Open/Registration/Faculty Reception	Thursday	Aug. 18
Orientation for New Students	Thursday-Monday	Aug. 18-22
Dorms Open for Continuing Students	Sunday	Aug. 21
Late Registration Begins	Monday	Aug. 22
Classes Begin	Tuesday	Aug. 23
Last day to Add a Class	Tuesday	Aug. 30
Last Day to Apply for Fall Graduation	Thursday	Sep. 1
Labor Day—No Classes, Offices Closed	Monday	Sep. 5
Last Day—100% Tuition Refund	Tuesday	Sep. 6
Spiritual Emphasis Week	Monday-Friday	Sep. 12-16
Day of Prayer—No Day Classes	Wednesday	Sep. 14
All-Calvary Work Day—No Day Classes	Tuesday	Sep. 20
Fall Study Break—No Day Classes	Thursday-Friday	Oct. 20-21
Last Day to Drop a Class with a “W”	Tuesday	Oct. 25
Early Registration for Spring Semester	Monday-Friday	Nov. 1-15
Scholarship Application Deadline for Spring	Monday	Nov. 14
Thanksgiving Break—No Classes, Offices Closed	Wednesday-Friday	Nov. 23-25
Financial Arrangements Deadline for Spring	Monday	Nov. 28
Semester Exams	Monday-Wednesday	Dec. 12-14
Classes End	Wednesday	Dec. 14

SPRING SEMESTER 2017 (Jan. 10 - May 10)

J-Term	Tuesday-Saturday	Jan. 3-7
Dorms Open for All Students	Sunday	Jan. 8
Orientation for New Students	Sunday-Monday	Jan. 8-9
Classes Begin	Tuesday	Jan. 10
M.L. King Holiday—No Classes, Offices Closed	Monday	Jan. 16
Last Day to Add a Class	Tuesday	Jan. 17
Last Day—100% Tuition Refund	Tuesday	Jan. 24
Missions Emphasis Week	Monday-Friday	Jan. 23-27
Missions Seminar Day—No Day Classes	Tuesday	Jan. 24
Day of Prayer—No Day Classes	Wednesday	Jan. 25
Last Day to Apply for Spring Graduation	Wednesday	Feb. 1
Scholarship Application Deadline for Fall (early)	Wednesday	Mar. 1
Last Day to Drop a Class with a “W”	Tuesday	Mar. 14
Spring Break—No Classes	Monday-Monday	Mar. 20-27
Scholarship Application Deadline for Fall (late)	Friday	Mar. 31
Early Registration for Fall Semester	Friday-Friday	Apr. 3-13
Spring Banquet	Friday	Apr. 7
Good Friday—No Classes, Offices Closed	Friday	Apr. 14
All-Calvary Work Day—No Day Classes	Thursday	Apr. 20
Fall Financial Arrangement Deadline	Wednesday	May 3
Exams for Graduating Students	Monday-Tuesday	May 1-2
Awards Chapel/Alumni Induction & Luncheon	Thursday	May 5
Baccalaureate Chapel/Commencement Concert	Friday	May 5
Commencement	Saturday	May 6
Semester Exams	Monday-Wednesday	May 8-10
Classes End	Wednesday	May 10

(Dates subject to change. All events on website calendar – www.Calvary.edu)

FALL SEMESTER 2017 (Aug. 29 - Dec. 20)

Dorms Open/Registration/Faculty Reception	Thursday	Aug. 24
Orientation for New College Students	Thursday-Monday	Aug. 24-28
Dorms Open for Continuing Students	Sunday	Aug. 27
Late Registration Begins	Monday	Aug. 28
Classes Begin	Tuesday	Aug. 29
Last Day to Apply for Fall Graduation	Friday	Sep. 1
Labor Day—No Classes, Offices Closed	Monday	Sep. 4
Last Day to Add a Class	Tuesday	Sep. 5
Last Day—100% Tuition Refund	Tuesday	Sep. 12
Spiritual Emphasis Week	Monday-Friday	Sep. 11-15
Day of Prayer—No Day Classes	Wednesday	Sep. 13
All-Calvary Work Day—No Day Classes	Tuesday	Sep. 19
Fall Study Break	Thursday-Friday	Oct. 19-20
Last Day to Drop a Class with a “W”	Tuesday	Oct. 31
Early Registration for Spring Semester	Monday-Friday	Nov. 1-15
Scholarship Application Deadline for Spring	Friday	Nov. 10
Thanksgiving Break—No Classes, Offices Closed	Wednesday-Friday	Nov. 22-24
Spring Financial Arrangement Deadline	Monday	Dec. 4
Enrollment Deposit Deadline for Spring Semester	Friday	Dec. 8
Semester Exams	Monday-Wednesday	Dec. 18-20
Classes End	Wednesday	Dec. 20

SPRING SEMESTER 2018 (Jan. 9 - May 9)

J-Term	Tuesday-Saturday	Jan. 2-6
Dorms Open for All Students	Sunday	Jan. 7
Orientation for New Students	Sunday-Monday	Jan. 7-8
Classes Begin	Tuesday	Jan. 9
M.L. King Holiday—No Classes, Offices Closed	Monday	Jan. 15
Last Day to Add a Class	Tuesday	Jan. 16
Last Day—100% Tuition Refund	Tuesday	Jan. 23
Missions Emphasis Week	Monday-Friday	Jan. 22-26
Missions Seminar Day—No Day Classes	Tuesday	Jan. 23
Day of Prayer—No Day Classes	Wednesday	Jan. 24
Last Day to Apply for Spring Graduation	Thursday	Feb. 1
Scholarship Application Deadline for Fall (early)	Monday	Mar. 5
Last Day to Drop a Class with a “W”	Tuesday	Mar. 13
Spring Break—No Classes	Monday-Monday	Mar. 19-26
Good Friday—No Classes, Offices Closed	Friday	Mar. 30
Early Registration for Fall Semester	Monday-Monday	Apr. 2-16
Scholarship Application Deadline for Fall (late)	Wednesday	Apr. 2
Spring Banquet	Friday	Apr. 6
All-Calvary Work Day—No Day Classes	Thursday	Apr. 19
Fall Financial Arrangements deadline	Monday	Apr. 30
Exams for Graduating Students	Monday-Tuesday	Apr. 30-May 1
Awards Chapel/Alumni Induction & Luncheon	Thursday	May 3
Baccalaureate Chapel/Commencement Concert	Friday	May 4
Commencement	Saturday	May 5
Semester Exams	Monday-Wednesday	May 7-9
Classes End	Wednesday	May 9

(Dates subject to change. All events on website calendar – www.Calvary.edu)

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How Important is Your Education to All of Us at Calvary?

Peter exhorts Christians to “prepare your minds for action, keep sober in spirit, fix your hope completely on the grace to be brought to you at the revelation of Jesus Christ” (1 Pet 1:13).



There are many good ways to prepare, and a formal education can be a significant part of that preparation. As you work through the process of choosing a school, you have probably realized that there are multiple good options available to you.

Calvary is certainly not the only quality; Biblically grounded university, but we would love to be the school you choose because we work very hard *to provide undergraduate and graduate education which prepares Christians to live and serve in the church and the world according to a Biblical worldview*. For us, that means a commitment to excellence in

helping you prepare for the action God has in store for you. No matter whether you are preparing for vocational ministry or simply preparing for a vocation – there is ministry action ahead for you, and we want to make sure you gain the knowledge and develop the skills and character you need to be effective and faithful in meeting present-day challenges.

In our striving for excellence, Calvary University provides a Bible-rich curriculum to ensure that every field of study is firmly rooted in the Biblical worldview. You will also find a welcoming community of staff, faculty, fellow students, churches, and community partners that are all happy to contribute to your growth and preparation at Calvary. Calvary’s music, drama, and athletic programs also reflect our commitment to excellence and will add depth and enjoyment to your time at Calvary.

Calvary is committed to continuing to grow and expand to meet our students’ needs, and just as we hope to help shape you, we look forward to your helping to shape us. We relish the opportunity to walk with you during this part of your journey.

May God bless you as you continue to walk with him, and as you prepare for the action ahead!

Serving Him by serving you,

Christopher B. Cone, Th.D., Ph.D., Ph.D.
President

THE ADVANTAGES OF CALVARY UNIVERSITY

The Calvary University distinctive is found in our undergirding every class and every degree program with the Bible and the biblical worldview. This results in an education that not only provides the quality degree credentials needed, but more importantly prepares graduates to live and serve in a variety of ministry and vocational settings.

As a Calvary student, you will learn how to study and apply the eternal truths of God's Word in every aspect of life and service. If your goal is to serve in a full-time vocational ministry setting or if you're looking for a place to grow in your Christian faith while exploring the various career options available, a Calvary education will provide the necessary foundation and credential. Each student receives a solid core of biblical and theological studies that undergird every professional major and general education requirement. *You won't just learn how to make a living; you'll learn how to live!*

The Calvary University distinctive is evident in all of our programs – and we have many designed to meet the needs of our diverse student population. Calvary University is committed to providing every student with the same high quality educational experience in every program, whether online, on campus, undergraduate or graduate. So whether you are just beginning your college education, whether you are wanting to complete something you started long ago, whether you are wanting to make a vocational or ministry change in your life, or whether you are continuing your growth with a graduate degree program, Calvary University is here for you.



Excellence in Education ... Competence in Service

Practical, hands-on training, in and out of the classroom, provides the confidence to pursue goals and interests while enabling you to fulfill Christ's call to serve others. At Calvary, we call this "excellence in education and competence in service."

Solid Doctrine

An unwavering commitment to the authority of Scripture is the foundation of Calvary's doctrine, both in what we teach and what we do. Your education will be consistent with the fundamental truths of the Christian faith, taught with love and conviction.

Emphasis on Character

Who we are is the foundation for what we do. Calvary's emphasis on developing character qualities that represent the person and work of Christ in our lives is a key part of campus life and prepares us for success in any profession or ministry vocation.

Focus on Ministry

The academic programs and campus life are designed to prepare students for ministry. The entire Calvary experience is intended to nurture your leadership ability. You will be motivated and challenged by faculty, staff, and fellow students to reach your fullest potential.

Exceptional Faculty

The faculty brings educational and practical expertise to the classroom. You will benefit from their years of experience in professional and ministry settings. Each professor is able to make practical life application to the concepts taught in the classroom.

Campus Location

Kansas City is centrally located in the Midwest. You will be within a day's drive of Chicago, St. Louis, Little Rock, Indianapolis, Minneapolis, Dallas, Omaha, Denver, and Des Moines. This location enables interaction with urban, suburban, and rural communities.

Affordable Cost

We understand that the costs of a college education continue to rise. The cost of a Calvary education is affordable, and our goal is to help you find the best possible options available to cover expenses while avoiding the negative impacts of college loans. Our Financial Aid Department can help you find the best options for your situation.

MISSION

Institutional Mission

Calvary University is an independent, nondenominational institution, providing undergraduate and graduate education which prepares Christians to live and serve in the church and the world according to a biblical worldview.

This is accomplished by providing appropriate educational curricula and a climate that fosters the development of intellectual and spiritual maturity, leadership potential, servanthood, and a sense of mission.

College Mission

Calvary provides undergraduate instruction in Bible and theology, general education, and professional studies aimed at cultivating the personal, spiritual, and academic growth of each student.

Students earning a baccalaureate degree major not only in Bible and theology but also in their chosen professional major.

Our mission is accomplished through quality academic instruction on the undergraduate level, encouragement in the development of the student's spiritual life, and a requirement of ministry both in the local church and related ministry agencies.

PURPOSE

The purpose of every program at Calvary is to teach students Bible and theology and to prepare them for Christian ministry. Calvary University offers a one-year certificate program and a traditional and non-traditional program leading to a B.Mus., B.A., B.S., and an A.A. degree. Our educational programs emphasize biblical studies, complemented by general and professional education as well as practical field experience.

MOTTO

A biblical foundation for a life of service.

CORE VALUES

Truth

We hold the Scriptures to be true, the focal point of our education process, and the authority for all we teach and do.

Service

We prepare men and women to live according to a biblical worldview by consistently linking their education with the implications for Christian service in the church and the world.

Character

We promote the development of intellectual and spiritual maturity, leadership potential, servanthood, and a sense of mission and ministry.

Relevance

We prepare men and women to understand and effectively relate to the world in which we live.

Relationship

We cultivate godly relationships among students, staff, faculty, and with alumni, the local church, and the society in which we live.

OBJECTIVES

Through the process of preparing the student for effective ministry and building of Christian character, we desire to prepare God's people to be (1) Biblically Sound, (2) Culturally Relevant, and (3) Ministry Directed.

It is Calvary's objective to produce graduates who will:

- Have a foundational understanding of the Holy Scriptures and Calvary's doctrinal statement.
- Understand the world in which they live and be able to effectively relate to others in it.
- Possess abilities and skills of communication so as to be able to clearly share the truth of God.
- Establish a plan to cultivate personal and professional growth throughout life.
- Possess the ability to think critically and analytically.
- Have an educational foundation for graduate/seminary study.
- Recognize the importance of the local church in the program of God and be involved in one.
- Recognize the importance of maintaining a personal relationship with the living God, evidenced by seeking and obeying the will of God in making life choices in the areas of worship, lifestyle, relationships, vocation, and service (ministry).

CALVARY'S EDUCATIONAL PHILOSOPHY

The curriculum of Calvary University is designed to prepare Christian men and women to live according to biblical standards and to serve in professional or lay Christian ministry with a biblical worldview.

STATEMENT OF FAITH

The Scriptures

We believe the Holy Scriptures of the Old and New Testaments to be the verbally and plenary inspired Word of God (Matt 5:18; 2 Tim 3:16-17). We hold the Bible to be inerrant in the original writings, infallible, God-breathed, and the complete and final authority for faith and practice (2 Pet 1:20-21).

We believe that the Scriptures, interpreted in their normal, literal sense, reveal divinely distinguishable economies in the outworking of God's purposes. These dispensations are not ways of salvation, but rather divinely ordered stewardships by which God directs man according to His purposes. Three of these – the age of law, the age of the church, and the age of the millennial kingdom – are the subjects of detailed revelation in Scripture (Gen 12:1-3; John 1:17; Rom 4:1-5; 2 Cor 3:7-18; Gal 3:13-25; Eph 1:10; Col 1:24-25; Heb 7:19; Rev 20:2-6).

The Godhead

We believe in one Triune God, Creator of all (Gen 1:2; Deut 6:4; 1 Cor 8:6; Col 1:16), eternally existing in three distinct persons – Father, Son, and Holy Spirit (2 Cor 13:14), yet one in being, essence, power, and glory, having the same attributes and perfections (John 10:30).

The Person and Work of Christ

We believe in the deity of the Lord Jesus Christ. He is very God, the express image of the Father, who, without ceasing to be God, became man in order that He might reveal God and redeem sinful man (Matt 1:21; John 1:18; Col 1:15).

We believe that God the Son became incarnate in the person of Jesus Christ; that He was conceived of the Holy Spirit and was born of the virgin Mary; that He is truly God and truly man; that He lived a perfect, sinless life; that all His teachings and utterances are true (Isa 7:14; Matt 1:23).

We believe that the Lord Jesus Christ died on the cross for all mankind (1 John 2:2) as a representative, vicarious, substitutionary sacrifice (Isa 53:5-6). We hold that His death is efficacious for all who believe (John 1:12; Acts 16:31); that our justification is grounded in the shedding of His blood (Rom 5:9; Eph 1:7); and that it is attested by His literal, physical resurrection from the dead (Matt 28:6; 1 Pet 1:3).

We believe that the Lord Jesus Christ ascended to Heaven in His glorified body (Acts 1:9-10) and is now seated at the right hand of God as our High Priest and Advocate (Rom 8:34; Heb 7:25).

The Person and Work of the Holy Spirit

We believe in the deity (Acts 5:3-4) and the personality of the Holy Spirit.

We believe that the Holy Spirit convicts the world of sin, righteousness, and judgment (John 16:8-11). He regenerates sinners (Titus 3:5) and indwells believers (Rom 8:9). He is the agent by whom Christ baptizes all believers into His body (1 Cor 12:12-14). He is the seal by whom the Father seals believers unto the day of redemption (Eph 1:13-14). He is the Divine Teacher who illumines believers' hearts and minds as they study the Holy Scriptures (1 Cor 2:9-12).

We believe it is the duty and privilege of all the saved to be continually filled with the Holy Spirit (Acts 4:31). This filling is commanded (Eph 5:18). Conditions for being filled are yieldedness to the Spirit's control (Rom 8:14) and a dependent life (Gal 5:16). The results of filling are victory over sin, Christlike character, worship, submissiveness, and service (Gal 5:22-23).

We believe that the Holy Spirit gives gifts to each member of the body of Christ (1 Cor 12:11). The Son of God sovereignly assigns the place of the ministry of the gifts in the body, and the Father provides the energy in the outworking of the gifts (1 Cor 12:4-6). Each believer is to exercise his spiritual gift(s) for the common good to the building up of the body of Christ (Eph 4:11-16).

We believe that the gift of speaking in tongues, which was a sign to the nation of Israel, and the other sign gifts gradually ceased as the New Testament was completed and its authority was established (1 Cor 13:8; 14:21-22; 2 Cor 12:12; Heb 2:4).

Angels, Good and Evil

We believe in the reality and personality of angels. We believe that God created an innumerable company of these sinless, spiritual beings who were to be His messengers (Neh 9:6; Ps 148:2; Matt 24:31; Luke 1:19; Heb 1:14).

We believe in the personality of Satan. He is a fallen angel who led a great company of angels into rebellion against God (Isa 14:12-17; Ezek 28:12-15). He is the great enemy of God and man, and his angels are his agents in the prosecution of his unholy purposes. He shall be eternally punished in the Lake of Fire (Matt 25:41; Rev 20:10).

Man

We believe that man came into being by direct creation of God and that man is made in the image and likeness of God (Gen 1:26-27; 2:7).

Sin

We believe that the human race sinned in Adam (Rom 5:12), that sin is universal in man (Rom 3:23), and that it is exceedingly heinous to God (Ps 5:5). We believe that man inherited a sinful nature (Ps 51:5), that he became alienated from God (Col 1:21), that he became totally depraved, and that of himself, he is utterly unable to remedy his lost estate (Eph 2:1-5, 12). We believe that all men are guilty and in a lost condition apart from Christ (Rom 2:1; 3:10-18).

Salvation

We believe that salvation is a gift of God's grace through faith in the finished work of Jesus Christ on the cross (Eph 2:8-9). Christ shed His blood to accomplish justification through faith, propitiation to God, redemption from sin, and reconciliation of man. "Christ died for us" (Rom 5:8-9) and "bore our sins in His own body on the tree" (1 Pet 2:24).

We believe that all the redeemed, once saved, are kept by God's power and are secure in Christ forever (John 6:37-40; 10:27-30; Rom 8:1, 38-39; 1 Pet 1:5; Jude 24).

We believe that it is the privilege of all who are born again to rejoice in the assurance of their salvation through the testimony of God's Word (Rom 8:16; 1 John 5:13). We also believe that Christian liberty should never serve as an occasion to the flesh (Gal 5:13).

We believe that the Scriptures disclose several aspects of sanctification. In addition to God's work of bringing a sinner to Christ, he is set apart to God. This is positional sanctification and refers to his standing. He then undergoes a process whereby the Holy Spirit quickens his affections, desires, and attitudes, enabling him to respond in faith to live a life of victory over sin. This is progressive sanctification and refers to his state (2 Cor 3:18; 7:1; Gal 5:16-25; Eph 4:22-29; 5:25-27; Col 3:10). Someday his standing and his state will be brought into perfect accord. This is prospective, or ultimate sanctification (1 Thess 5:23; 1 John 3:2).

The Church

We believe that the Church, which is the body and espoused bride of Christ, began at Pentecost and is a spiritual organism made up of all born-again persons of this present age (Acts 2:1-42; 11:15; 1 Cor 12:12-14; 2 Cor 11:2; Eph 1:22-23; 5:25-27).

We believe that the establishment and continuance of local churches is clearly taught and defined in the New Testament Scriptures (Acts 14:27; 20:17; 1 Tim 3:1-13; Titus 1:5-11). We believe in the autonomy of the local church, free of any external authority or control (Acts 13:1-4; 15:19-31; 28:28; Rom 16:1, 4; 1 Cor 3:9, 16; 5:4-7, 13; 1 Pet 5:1-4).

We believe in the ordinances of believer's water baptism by immersion as a testimony and the Lord's Supper as a remembrance in this age of Christ's death for the Church (Matt 28:19-20; Acts 2:41-42; 18:8; 1 Cor 11:23-26).

We believe that the saved should live in such a manner as not to bring reproach upon their Savior and Lord, and that separation from religious apostasy, sinful pleasures, practices, and associations is commanded by God (Rom 12:1-2; 2 Cor 6:14-7:1; 2 Tim 3:1-5; 1 John 2:15-17; 2 John 9-11).

We believe in the Great Commission as the primary mission of the Church. It is the obligation of the saved to witness, by word and life, to the truths of Holy Scripture. The gospel of the grace of God is to be preached to all the world (Matt 28:19-20; Acts 1:8; 2 Cor 5:19-20). Converts are to be taught to obey the Lord and to testify concerning their faith in Christ as Savior in water baptism and to honor Christ by holy living and observance of the Lord's Supper (Matt 28:19; 1 Cor 11:23-29).

Things to Come

We believe in that "blessed hope" (Titus 2:13), the personal, imminent (Matt 24:42, 44; 1 Cor 15:51-52; Phil 3:20; 4:5), pre-tribulational, and pre-millennial (Rev 19:11-20:10) coming of our Lord Jesus Christ to rapture His saints and receive His Church unto Himself (1 Thess 4:13-18).

We believe in the subsequent, visible return of Christ to the earth (Matt 24:29-31), with His saints, to establish His promised millennial kingdom (Zech 14:4-11; 1 Thess 1:10; Rev 3:10; 19:11-16; 20:1-6).

We believe in the physical resurrection of all men, the saints to everlasting joy and bliss, the wicked to conscious and eternal torment (Matt 25:46; John 5:28-29; 11:25-26; Rev 20:5-6, 12-13).

We believe that the souls of the redeemed are, at death, absent from the body and present with the Lord, where in conscious bliss they await the first resurrection when spirit, soul, and body are

reunited to be glorified forever with the Lord (Luke 23:43; 2 Cor 5:8; Phil 1:23; 3:21; 1 Thess 4:16-17; Rev 20:4-6).

We believe that the souls of unbelievers remain, after death, in conscious misery until the second resurrection when, with soul and body reunited, they shall appear at the Great White Throne judgment and shall be cast into the Lake of Fire, not to be annihilated, but to suffer everlasting, conscious punishment (Matt 25:41-46; Mark 9:43-48; Luke 16:19-26; 2 Thess 1:7-9; Jude 6-7; Rev 20:11-15).

Expanded Statement Regarding Religious Freedom and Human Sexuality

The biblical and philosophical goal of Calvary University and Calvary Theological Seminary is to develop students into mature, Christlike individuals. Of necessity, this involves Calvary's understanding and belief of what qualities or characteristics exemplify a Christlike life (Rom 8:29; 2 Cor 3:18).

We believe the Bible to be the inspired, authoritative Word of God. Therefore, everything we say and do must be under the guidance and authority of the Scriptures. Our integrity depends on consistent application of our commonly understood biblical truths (2 Tim 3:16-17; Ps 19:7-11; 2 Pet 1:20-21).

We uphold the sanctity of marriage as a God-ordained, special union between a man and a woman, where sexual relations are both honored and affirmed by God (Gen 1:27-28; 2:24-25). The Bible teaches that all sexual unions outside of marriage, as thus defined, are sinful (Heb 13:4). When dealing with sexual sins, we have no alternative but to follow the teachings of Scripture, as we understand them, and consistently apply those teachings to both heterosexual and homosexual situations (Prov 6:29; Eph 4:17-24).

We understand the Bible to teach that we must oppose sexual sin while demonstrating compassion for those who fall victim to it, distinguishing between the value and identity of each person as an individual, and the behavioral choices which some individuals may make (Gal 5:19-25; 1 Cor 7:1-3). We understand the Bible to differentiate between recognition of personhood and rejection of those actions which it defines as immoral, while simultaneously extending forgiveness and healing to all who respond in believing faith to its universal offer of God's grace (John 8:3-11; Luke 15:10).

All students are expected to exhibit the Christlike qualities taught by Scripture and to refrain from activities or behavior that is contrary to those teachings. Therefore, Calvary retains the right to refuse enrollment to or to expel any student who engages in sexual immorality, including any student who professes to be homosexual/bisexual or who is a practicing homosexual/bisexual, as well as any student who condones, supports, or otherwise promotes such practices (Lev 18:22; Rom 1:24-32; 1 Cor 6:9-20; 1 Tim 1:9-11).

CONVICTIONS

Solidly Biblical

The Bible is the heart and core of every educational program at Calvary. Theologically, Calvary can be described as biblical, fundamental, pre-millennial, and dispensational. Each year, every faculty member and trustee must affirm his/her wholehearted acceptance of the Bible as the inerrant, verbally inspired Word of God.

Separated

It is Calvary's desire to be separated unto God from worldliness, whether in personal actions, attitudes and thought, or in ecclesiastical programs and associations. Calvary's position is one of being loyal to the biblical doctrine of ecclesiastical separation so that it has no embarrassing ties which might keep it from exposing apostasy, heresy, or sin. This is evidenced in its historical stand against the ecumenical teachings and practices of our day.

Evangelism and Missions

We believe that the "Great Commission" defines the primary mission of the Church. Calvary seeks to incorporate the spirit of evangelism and discipleship into the whole school family, whether in the classroom, in chapel, or in extracurricular activities and projects.

A Friend of Bible-Believing Churches

Calvary stands with all who love Christ and preach His Word. The attitude throughout the school is nonsectarian. We are unreservedly loyal to all Bible-believing churches faithful to Christ and the Bible. Calvary is affiliated with the IFCA International and Berean Fellowship of Churches and maintains a good relationship with independent and denominational churches and individuals that uncompromisingly hold the historic fundamentals of the faith.

Institutional Position on the "Sign Gifts"

As Calvary University understands the teaching of Scripture and church history, the "sign gifts" of the Holy Spirit (speaking in tongues, prophecy, healings, miracles, and the like) ceased after the first century and are no longer essential for the church today. Those who may believe otherwise and desire to enter Calvary as students are welcome, if they are willing to study with an open mind, to understand the institution's position, and not to practice or propagate their beliefs while studying at Calvary.

Nurturing Character and Truth

We are persuaded that the Scriptures teach that what we are is as important as what we know. Ephesians 4:15 clearly states that we are to speak the truth (doctrine) in love (Christ-like character). This is the reason we put much effort in developing Christlike character and a servant's heart while communicating God's Word. In all matters, we endeavor to display the "excellent spirit" of the prophet Daniel (Dan 6:3). This man of God refused to compromise and yet constantly displayed an attitude which endeared him to his superiors. He was neither vindictive nor self-righteous and by his dedicated life made a profound impact upon the kings of Babylon and Persia.

CALVARY STATEMENT ON DIVERSITY

At Calvary, we endeavor to prepare students to live out a biblical worldview in a diverse world. This project is enshrined in our mission statement and fulfills the Board of Trustee outcome that graduates *understand the world in which they live and be able to effectively relate to others in it*. In order to fulfill this expectation, Calvary is committed to:

- Seek to recruit students, staff, and faculty from a variety of cultural, ethnic, and language backgrounds.

- Offer diverse Christian ministry environments that span the cultural spectrum in the greater Kansas City area.
- Develop academic and co-curricular opportunities to expose students to a variety of cultural, ethnic, philosophical, religious, and geographic ministry and service settings in the Kansas City area and around the world.
- Encourage students, staff, and faculty to engage in intercultural ministry through structured events and student-led opportunities throughout the academic year and to commit to a lifestyle of intercultural service.

HISTORY OF CALVARY

Calvary University (formerly Calvary Bible College and Theological Seminary) is the successful result of a merger in 1961 between two small and struggling Bible colleges – Kansas City Bible College (KCBC) and Midwest Bible College (MBC) in St. Louis. A second merger took place in 1987 when Citadel Bible College of Ozark, Arkansas, joined Calvary. These mergers represented a blending of institutional objectives, assets and liabilities, alumni associations, and doctrinal goals, as well as values that were held in common by all of the institutions.

In the early 1930s Christian work throughout the Midwest needed experienced, well-trained pastors and teachers. The economic depression had the country in its grip, many churches were without pastors, and there was no evangelical school in this area of the heartland. Several Christian leaders had been praying for a decade about the need for such a school, and the God-selected leaders for the original venture included Dr. Walter L. Wilson, medical doctor, theologian, and author; Rev. David Bulkley, Superintendent of the City Union Mission; and Rev. R. Fuller Jaudon, pastor of the Tabernacle Baptist Church. Kansas City Bible Institute first opened its doors in 1932 with Dr. Wilson as the first president. In 1935 it became Kansas City Bible College with Dr. F. William May as President.

In 1938 Dr. May left Kansas City Bible College to assist Rev. Nye J. Langmade with the founding of Midwest Bible and Missionary Institute in Salina, Kansas. Rev. Langmade served as its first President until 1954. Dr. May served as President from 1954 until 1956 when Dr. Roger Andrus was appointed President. In 1946 Midwest moved to St. Louis, Missouri. It became Midwest Bible College in 1959.

In the early 1960s Dr. Al Metsker, acting President of KCBC, met with Dr. Roger Andrus, President of MBC, to explore the possibility of merging the two small colleges into one stronger institution. In the summer of 1961 the blueprint was complete; the two schools merged, moved to a campus in the Kansas City suburban community of Prairie Village, Kansas, and became Calvary University. The Board of Trustees of the newly formed school named Dr. Roger Andrus as its first President.

In addition to the individuals named above who were instrumental in the early years, Calvary and its predecessor schools were blessed with a number of others who had a desire to see Bible institutes begun in the Midwest and had an active part in these beginnings – Mr. Dwight Johnson, Dr. Charles R. Rolls, Dr. Robert Belton, Dr. Clifford Lewis, and Mr. Stanley Cook, to name a few.

In 1966 Calvary moved to 1111 West 39th Street in Kansas City, where it remained until the move in 1980 to the current campus at the former Richards-Gebaur Air Force Base. In 2012 the

campus expanded across the street to 13 acres vacated by the US Marines and awarded to the school by the US Department of Education, which included a move-in ready dorm and three other buildings for new offices, classrooms, and space for chapel.

Dr. Andrus served as President of Calvary until the early 1970s, and in 1974 Dr. Leslie Madison was called as President.

Citadel Bible College, originally named Ozark Bible Institute, began in the heart of Rev. A. H. Levin. Under his leadership, the school was organized by a group of pastors and businessmen and incorporated in the state of Arkansas in 1947, with classes beginning in 1949. Rev. Levin served as Citadel's first President until his death in 1970, at which time his son, Rev. Robert Levin, was appointed Interim President. Dr. Paul Brownback served as President from 1976 until the merger with Calvary in 1987.

In 1991 Dr. Madison was appointed Chancellor, and Dr. Donald Urey, Vice President for Academic Affairs at Calvary, was named President. Dr. Jim Anderson, an alumnus of Kansas City Bible College and former faculty member at Calvary, was called as President in 1996. After Dr. Anderson's return to full-time evangelistic work, the Board of Trustees named Dr. Elwood H. Chipchase as President in 1999. In 2009 Dr. Chipchase retired, and Dr. James L. Clark, Vice President and Academic Dean of the College, was named President. Dr. Clark is the first President of Calvary to have graduated from Calvary. In 2014 Dr. Clark announced he would retire after the 2015-2016 academic year, and in late 2015, Dr. Christopher Cone was appointed to serve as President beginning in summer, 2016. Dr. Cone appointed Dr. Clark to the office of President Emeritus. In mid-2016, Calvary rebranded as Calvary University, and added bylaws reaffirming and deepening Calvary's commitment to the Bible as foundational and to the biblical worldview.

ACCREDITATION

Calvary University is regionally accredited by the Higher Learning Commission (HLC), 230 South LaSalle St., Ste. 7-500, Chicago, IL 60604-1413, and may be contacted by phone at 800-621-7440, by FAX at 312-263-7462, or by e-mail at info@hlcommission.org. The HLC webpage address is www.hlcommission.org.

Calvary University is professionally accredited by the Commission on Accreditation of The Association for Biblical Higher Education (ABHE), 5850 T.G. Lee Blvd., Ste. 130, Orlando, FL 32822, and may be contacted by phone at 407-207-0808, by FAX at 407-207-0840, or by e-mail at info@abhe.org. The ABHE webpage address is www.abhe.org.

Documents pertaining to the school's accreditation may be reviewed in the office of the President, or questions may be submitted to him.

Approval for Degrees

The school is authorized by the state of Missouri to offer degrees commensurate with its programs of training: Associate of Arts, Bachelor of Science, Bachelor of Arts, and Bachelor of Music. The school is also listed in the Higher Education Directory published by the United States Department of Education.

Associations

Calvary is approved for the training of veterans and authorized to enroll nonimmigrant alien (international) students.

The teacher education programs of Calvary University are approved by the State of Missouri. Candidates who graduate from these programs can be recommended for state certification and licensure.

CALVARY GRADUATE SCHOOL

In 1966, Calvary established a graduate division to offer a program of study beyond the baccalaureate level. The initial offering was a Master of Arts in Biblical Literature. The Graduate Division was eventually superseded by the Seminary in 1992. In 2011, the Seminary added Masters of Sciences degrees in Education and Organization Development. In 2013, a Master of Science in Worship Arts was also added. During the 2016 presidential transition and reorganization of Calvary University, the Cabinet determined that a Graduate School would more appropriately house graduate programs in Education, Organization Development and Music than the Seminary, so a Graduate School was created beginning July 1, 2016.

As an academic unit of Calvary University, the Graduate School is regionally accredited by the Higher Learning Commission (HLC), 230 South LaSalle St., Ste. 7-500, Chicago, IL 60604-1413, and may be contacted by phone at 800-621-7440, by FAX at 312-263-7462, or by e-mail at info@hlcommission.org. The HLC webpage address is www.hlcommission.org.

The Graduate School is professionally accredited by the Commission on Accreditation of The Association for Biblical Higher Education (ABHE), 5850 T.G. Lee Blvd., Ste. 130, Orlando, FL 32822, and may be contacted by phone at 407-207-0808, by FAX at 407-207-0840, or by e-mail at info@abhe.org. The ABHE webpage address is www.abhe.org.

Documents pertaining to the Graduate School's accreditation may be reviewed in the office of the President, or questions may be submitted to him.

Information about the Graduate School may be obtained by contacting the Admissions Office at 1-800-326-3960.

CALVARY SEMINARY

Calvary Theological Seminary began as the Graduate Division of the College in 1966. In 1992, the Seminary became a separate school, and the name was changed to Calvary Theological Seminary. Seminary programs of study in 1992 included a Master of Ministry, Master of Arts in Biblical Studies, Master of Arts in Bible and Theology, Master of Arts in Biblical Languages, and a Master of Divinity. With the institutional reorganization associated with Calvary University in 2016, the Seminary was split into two schools: the Graduate School and the Seminary. Programs currently offered include a Master of Arts in Biblical Counseling, a Master of Arts in Bible and Theology, and a Master of Divinity.

As an academic unit of Calvary University, the Seminary is regionally accredited by the Higher Learning Commission (HLC), 230 South LaSalle St., Ste. 7-500, Chicago, IL 60604-1413, and may be contacted by phone at 800-621-7440, by FAX at 312-263-7462, or by e-mail at info@hlcommission.org. The HLC webpage address is www.hlcommission.org

The Seminary is professionally accredited by the Commission on Accreditation of The Association for Biblical Higher Education (ABHE), 5850 T.G. Lee Blvd., Ste. 130, Orlando, FL 32822, and may be contacted by phone at 407-207-0808, by FAX at 407-207-0840, or by e-mail at info@abhe.org. The ABHE webpage address is www.abhe.org.

Documents pertaining to the Seminary's accreditation may be reviewed in the office of the President, or questions may be submitted to him.

Information about the Seminary may be obtained by contacting the Admissions Office at 1-800-326-3960.

LIBRARY

The Hilda Kroeker Library supports the academic and professional programs of Calvary by seeking the input of faculty and staff for those resources necessary to support Calvary's mission and objectives. The library contains over 60,000 volumes. Audiovisual resources and equipment, computer software, and various curricula are in auxiliary collections maintained by the library staff. The collection is catalogued according to the Library of Congress classification system.

The Calvary library is a part of the Kansas City Public Library – Library Services (KCPL-LS) and is a member of the Mid–America Library Alliance (MALA). These memberships provide access to the resources available in over 25 public and private libraries and library systems in the Kansas City area.

CULTURAL CLIMATE

Population

The greater Kansas City metropolitan area has a population of over 2 million people. Widely known as the Heart of America, Kansas City offers all the advantages of a major city while maintaining a smaller, hometown feel.

Arts

A thriving arts community is anchored by the Kauffman Center for the Performing Arts, the Nelson-Atkins Art Museum, and the Kemper Museum of Contemporary Art. Several theaters provide many opportunities to enjoy outstanding professional stage productions.

Sports

The Kansas City metropolitan area is home to several professional sports teams, including the Kansas City Chiefs (National Football League), the Kansas City Royals (Major League Baseball),

Sporting KC (Major Indoor Soccer League), and FC Kansas City (National Women's Soccer League). Minor league teams include the T-Bones (baseball), and the Mavericks (hockey). The Kansas Speedway hosts both NASCAR and IRL races.

Other Activities

Other activities include the College Basketball Hall of Fame, concerts, and athletic events at the Sprint Center located in downtown Kansas City, the KC Marathon, the Agricultural Hall of Fame, and the American Royal BBQ contest held annually.

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ACTIVITIES

Spiritual Activities

One of Calvary's major objectives is to provide an atmosphere which will cultivate the personal and spiritual life of each student. Because of this goal, Calvary promotes those activities which provide strength for the spiritual nature.

Personal Devotions

Calvary strongly encourages students to maintain a personal "quiet time" each day, since habits formed today will set the pattern for the future.

Classes

Calvary not only provides its students with academic information in every class but also emphasizes an atmosphere promoting spiritual growth and Christian character.

Prayer

Prayer is part of the normal routine at Calvary. Classes and scheduled meetings usually begin with prayer. Each semester a special Day of Prayer is set aside for the entire campus to devote itself to communication with our Lord. Additional opportunities for organized group prayer meetings are also scheduled throughout the year.

Chapel

While enrolled at Calvary, students attend weekly chapel services. Most chapels are worship services, but there are also music programs, prayer chapels, special speakers, and other programs of interest.

Local Church

With the goal of developing a biblical worldview and learning to be effective in service, Calvary students are involved in local, Bible-believing churches. Students are expected to participate in the activities of the local church they attend.

Christian Ministry

A vital part of the educational program at Calvary University is participation in Christian ministries. Since ministry is the normal expression of a healthy Christian life, degree-seeking students are expected to minister while attending Calvary. The number and types of ministries required will vary with each degree program. Traditional college students will be given one semester of ministry to find a church where they will attend and become involved during their time at Calvary. The school places a high priority on being involved in a local church while being trained for service. For students seeking a bachelor's degree, the next three semesters will involve ministries in a local church, an organization, or evangelism. The last four semesters are focused on ministries in one's major. Summer ministries are allowed. At the end of his/her time at Calvary, a student will have been involved in eight Christian ministries. Special consideration is extended to students transferring from other institutions.

Students in the Non-Traditional Studies program are also involved in Christian ministry. NTS students are required to complete up to seven Christian ministry credits in order to graduate. The

amount of required ministry credits can be reduced based upon the amount of credit hours transferred from other institutions.

Students are responsible to adjust their schedule, employment, and other activities so that assignments may be faithfully carried out. They are responsible for their own transportation to and from their Christian ministry assignments. All ministries are approved by either the Christian Ministries Director or the student's Academic Advisor and normally last for a minimum of 12 weeks during the semester. A pass/fail grade will be given at the end of each semester and recorded on the student's transcript. Those students who have not completed all Christian ministry requirements will not be permitted to participate in graduation.

Special Speakers

During the school year, students have the opportunity to hear many different speakers who come to Calvary for seminars, chapel services, special classroom instruction, and personal fellowship with students.

Missions Emphasis

Annually, Calvary devotes a week for special emphasis on missions. During this week, missionaries speak in chapel, classes, and seminars. The challenge of worldwide missions is stressed, and opportunity is given for students to meet missionaries from evangelical faith missions.

Student Activities and Organizations

A typical school year includes class and dorm parties, banquets, music concerts, picnics, and brother-sister dorm activities. Relationships are very important at Calvary.

Students are given guidance in the areas of dating, engagement, and marriage because permanent relationships often develop during college.

The student body is composed of all students enrolled for credit. The Student Senate is the liaison group between the student body and the faculty and is composed of a president, vice-president, secretary, and treasurer elected from the student body and four members of each class: a president, vice president, and two representatives.

Student Wives Fellowship is an organization for married women students and wives of students. It sponsors a variety of groups and activities, including discipleship groups, parenting groups, and special social events. Scheduled meetings are held that include special speakers, instructional programs, activities, and Christian fellowship. This ministry encourages married women in their role as wives. It assists them with their immediate needs and assures those who are not taking classes for credit that it is Calvary's desire for them to be a vital part of the College family along with their husbands. To reinforce this goal, the College offers the spouses of full-time students the opportunity to take college courses for personal enrichment at a much lower rate. The Registrar's Office has details.

Athletic Activities

Calvary is a member of the Midwest Christian College Conference, which includes colleges from the four-state area within a 300-mile radius from Kansas City. Calvary is also a member of the ACCA, The Association of Christian College Athletics. Men's intercollegiate sports include basketball and soccer. Women's intercollegiate sports include basketball and volleyball.

STANDARDS

Conduct

Spiritual expectations for students at Calvary University are purposefully high. They could not be otherwise and follow biblical principles. Calvary seeks to create and encourage a godly atmosphere for students to make spiritual decisions.

Primary to spiritual growth is a consistent, personal devotional life along with faithful fulfillment of responsibilities. These responsibilities include attending classes, chapel services, prayer meetings, local church services, and similar activities. Consistent completion of class and Christian ministry assignments and proper adjustment to college life also demonstrate maturity.

Calvary has the responsibility, under God, to maintain standards that are above reproach. The College seeks to cultivate personal habits that will bring honor to the name and person of the Lord Jesus Christ.

The school reserves the right to discipline and/or dismiss any student whose behavior is deemed to be contrary to the standards of conduct listed in the Student Handbook and/or any activity which negatively impacts class atmosphere, reflects unfavorably on the student's personal testimony or Calvary's testimony, or improperly influences other students.

Calvary complies with federal regulations regarding "drug and alcohol abuse prevention." (see Zero Tolerance Policy)

The standards concerning student behavior are set forth in detail in the *Student Life Handbook*. Guidance in these areas is provided through the Student Deans Office as well as through faculty advisors.

Students wishing to become engaged while enrolled at Calvary are to inform the Student Deans Office at least one month prior to the intended engagement. Students under the age of 21 are to present a letter from their parents or guardians blessing the engagement. The intended engagement will be held in confidence until the engagement is announced publicly.

Because the lifetime commitment of marriage requires significant wisdom and maturity, students are strongly encouraged not to marry until they have completed their sophomore year or have reached the age of 20. Weddings are to be scheduled during Christmas or summer break. This is to allow for a time of adjustment before continuing studies. Students not following this guideline will be required to withdraw from Calvary for the remainder of the semester in which they marry.

Attending Calvary University is a privilege, not a right. Calvary may insist on the withdrawal of a student at any time that the student, in the opinion of the school, does not conform to the established regulations and standards of conduct.

In the event that a student is no longer able to attend on-campus classes but is not dismissed from school (either voluntarily or non-voluntarily), Calvary reserves the right to administratively transfer a student from on-campus classes to Independent Study courses. If a course cannot be transferred, it will be refunded at a pro-rated price. Such circumstances may include: Gender-Based Misconduct accusations, injury/illness, various extenuating circumstances, etc. If a student is administratively removed from on-campus housing but not dismissed, he/she will be refunded at a pro-rated amount for the time remaining.

Housing

A minimum of six credit hours must be taken to live on campus.

Single- and double-occupancy rooms are provided for students in the dorm. Each room is equipped with complete bathroom including shower, and one closet per student. Dorm rooms have

individually controlled heating/cooling systems. Lounges and laundry facilities are provided on each dorm floor. Inquiries for housing in the dorm should be directed to the Student Deans Office.

The school also has two- and three-bedroom duplexes nearby, as well as an apartment building, Philadelphia Hall. Inquiries for College housing in one of these duplexes or Philadelphia Hall should be directed to the Business Office. Students with special disability needs are encouraged to contact the Student Deans Office to discuss their individual housing needs.

All single, undergraduate students under 23 years of age must live in the dorm. The only exception is for students living with their families (parents or grandparents) who reside in the Greater Kansas City area (note: basis for appeal to the above policy is found in the Student Handbook). Students who are 23 years of age and older may choose to live in non-dorm housing on campus (for exceptions and appeals, please see the Student Handbook).

All students living in the dorm must eat in the cafeteria. For other students, eating in the cafeteria is optional and available.

Vehicles

Ample and spacious parking is available on campus. All students are permitted to have cars on campus by properly registering them with the Security Department. Vehicle identification stickers are to be displayed in the lower left corner of the rear windshield on the driver's side. The ID sticker is valid as long as the student maintains enrollment at Calvary and continues to drive the vehicle on campus. All vehicles driven on campus by students are to be registered. Registration is needed for easy identification in the event of an emergency (i.e., vehicle needs to be moved, lights left on, etc.).

SERVICES

Counseling

When personal problems arise, students are encouraged to seek counsel through the Student Deans Office, which includes the Dean of Men and the Dean of Women. The Deans have regular office hours set aside for this purpose. Counsel may also be sought from any faculty member.

The Learning Center

The Learning Center is designed to assist students in becoming successful learners. One-on-one tutorial sessions with qualified tutors are available during posted hours or by appointment. All students are encouraged to take advantage of this service to enhance their college learning experience.

Medical Resources

A registered nurse is available via phone to answer any medical questions. First-aid treatment and minor medical supplies are available through the RAs. For additional services, a list of physicians, dentists, optometrists, clinics, and hospitals may be obtained from the Student Deans Office. More information can be found in the "Student Health Insurance" section of this catalog under the chapter heading "Finances."

Alumni Association

The Calvary Alumni Association is a family composed of thousands of men and women who have attended Calvary University, Calvary Bible College, Calvary Theological Seminary, Citadel Bible College, Kansas City Bible College, Midwest Bible College, or Ozark Bible Institute.

The Calvary Alumni Association endeavors to connect its members throughout the world to Calvary and to each other by informing them of school and alumni news and by maintaining contact information. Calvary alumni are prayed for regularly, and reunions and homecomings are planned to bring the alumni family closer together.

Referral Service

Calvary invites Christian organizations (churches, camps, mission boards, schools, etc.) with positions to fill to contact the Ministry Referral Service Office. The office will then supply that information to alumni who request it

GRADUATION RATE

The overall graduation rate, based on the fall 2009 entering class, is 59%. This rate is based on full-time, first-time students completing a program within 150% of the normal time required for their program. Many students opt to extend the length of study due to employment needs, family issues, or academic achievement goals. There is no statute of limitations regarding completion of associate or baccalaureate degrees. For a more complete analysis by demographic factors, go to Calvary’s consumer information page online, or contact the Institutional Research Office.

PLACEMENT RATE

The 2014 and 2015 survey of Alumni one and five years after graduation reported the following career placement:

Placement Response Category	Alumni one and five year Response (2014)	Alumni one and five year Response (2015)
Job is directly related to their major	33.33%	40.91%
Job is somewhat directly related to their major	27.78%	50.00%
Job is not at all related to their major	38.89%	9.09%
Involved in full-time paid ministry	15.79%	17.39%
Involved in part-time paid ministry	5.26%	8.70%
Involved in volunteer unpaid ministry	63.16%	69.57%
Not currently involved in ministry	15.79%	4.35%

The 2014 and 2015 undergraduate spring graduating classes reported the following career objectives and placement expectations during their final semester:

Placement Response Category	Graduate Survey Response (2014)	Graduate Survey Response (2015)
Employment Relation to Major		
Employment is directly related to major	42.86%	50.94%
Employment is somewhat related to major	28.57%	18.87%
Employment is not related at all to major	28.57%	30.19%
Involved in full-time paid ministry	15.79%	17.39%
Involved in part-time paid ministry	5.26%	8.70%
Involved in volunteer unpaid ministry	63.16%	69.57%
Not currently involved in ministry	15.79%	4.35%
Employment Plans		
I plan to continue working in the same job I had prior to completing this education program	40.00%	36.84%
I plan to work in a new job	20.00%	21.06%
I do not plan to work outside the home	0.00%	1.75%
I have not yet formulated my employment plans	13.33%	22.81%
Other	26.67%	17.54%
Post-Graduation Plans		
Pursue travel	2.78%	1.49%
Pursue additional education *	30.56%	16.42%
Pursue non-employment activities (i.e., marriage, volunteer opportunities, etc.)	0.00%	10.45%
Pursue employment in my vocational or professional field	11.11%	28.36%
Pursue employment based on location, compensation, or other reason than by vocational or professional field	5.26%	26.87%
Already employed in my vocational or professional field	27.78%	16.41%
<small>* As self-reported by Alumni on the one and five year Alumni Surveys for 2014-2015, 47.37% and 39.13% respectively, indicated that they continued their education after graduating from Calvary. Based upon publicly available information from sources such as social media, and faculty and staff personal knowledge, 53.57% of 2014 graduates and 80% of 2010 graduates continued their education after graduating from Calvary.</small>		

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ADMISSIONS STANDARDS

Spiritual Standards

Calvary's desire is to cultivate the personal, spiritual, and academic growth of men and women in preparing them for Christian service. Each applicant to the school is therefore asked to confirm by personal action and written testimony: (1) trust in the Lord Jesus Christ as personal Savior, (2) a life of commendable Christian character, and (3) a desire to serve God. Regular attendance and involvement in a local church is expected.

Calvary University reserves the right to do a background check on all applicants. Applications found to be untruthful are a basis for denied acceptance.

Academic Standards

An applicant must have either:

A high school diploma

A recognized equivalent of a high school diploma (e.g., GED)

Completed homeschooling at the secondary level

Each applicant to Calvary is required to take the ACT or SAT. The scores from these tests provide an estimate of the prospective student's ability to succeed academically in college. Such factors are weighed by the Admissions Committee when they review the applicant's file. Information about the ACT and SAT is available at:

ACT: www.act.org 319-337-1270 ACT code for Calvary: 2312	SAT: www.collegeboard.com 866-756-7346 SAT code for Calvary: 6331
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No Previous College Experience: Applicants with no previous college experience are required to have at least a 2.0 cumulative GPA in high school and a composite score of 17 on the ACT (840 SAT).

Some Previous College Experience: Applicants who have previously attended any post-secondary school are required to have at least a 2.0 cumulative GPA. The ACT and SAT requirement will be waived if the applicant has successfully completed 12 or more semester hours. The high school transcript requirement will be waived if the applicant has 24 or more transferable credit hours from an accredited institution.

Below Minimum Standard: All applicants who do not meet Calvary's minimum academic standards are not automatically rejected. In such cases, the Admissions Committee will meet to consider the application.

APPLICATION CATEGORIES

New Degree-seeking Applicants that either has never attended Calvary before, or were previously accepted as a non-degree or personal enrichment student. The goal of these

students is to pursue a program leading to a bachelor's degree, associate's degree, or certificate. (Note: special admissions requirements exist for certain programs.)

Re-enrolling Applicants have previously attended Calvary. "Re-enrolling" means a student's continuous enrollment was broken by missing one or more semesters or by withdrawal from classes during a given semester.

Non-Degree Applicants desire to receive credit for courses taken, but they do not intend to complete a program of study. Generally, students complete a Non-Degree application for one of the following reasons: to satisfy requirements at another college; to be "dual enrolled" (still a high school student); to prove academic success at the college level; to satisfy mission board requirements; to meet prerequisites for graduate school, etc.

Non-degree students may change to a degree or certificate program by submitting a new degree-seeking application. Having been admitted to the College as a non-degree student does not guarantee acceptance as a degree or certificate student.

Non-degree students do not qualify to receive financial aid.

Early College allows any high school student (Grades 9–12) the opportunity to earn college credit while meeting high school graduation requirements. This is a great way to save time and money!

Under this program, a high school junior could at the same time complete two years of high school **and** their first year of college (or more). Seniors will be able to finish high school while working on their first year of college requirements.

Students enrolled in the Early College program may take only approved 100- and 200-college-level courses. These courses are designed for the freshman and sophomore years of college.

International Applicants can be new or re-enrolling. Calvary University is authorized by the U.S. Citizenship and Immigration Services to enroll non-immigrant students. International students must pursue a degree or certificate. Additional admission requirements apply to international students; instructions may be found at www.calvary.edu.

Personal Enrichment is for those who want to take a course for personal benefit. They have no need for or desire to earn college credits, so an academic record (transcript) is not generated. A personal enrichment enrollment form must be completed. It may be obtained at www.calvary.edu or by calling the Registrar's Office at 816-322-0110.

APPLICATION PROCESS

The application process varies, depending on the Applicant's category (see application categories above). Calvary has separate applications and instructions for New Degree-seeking, Re-enrolling, Non-Degree seeking, and International students.

Please read instructions carefully and fill out the application completely. Completing the incorrect application, or making errors and omissions delays action on your application.

The steps below are for New Degree-seeking applicants. (All other applicants should refer to the instructions corresponding to their applicant category.)

1. Read the College Profile and Student Life sections of the catalog.
2. Submit a completed application and the My Life with Christ form.
3. Submit a Pastoral and a Personal reference form.
4. Submit applicable transcripts (e.g., high school, home school, GED, college).
5. Submit ACT or SAT scores.
6. Submit a photograph. The photograph is optional; however, we would really love to be able to put a face and name together.

Applications can be completed and submitted online. Forms may be obtained at www.calvary.edu. Applications and forms are also available by calling the Admissions Office at 816-322-3960 or 800-326-3960.

You will be notified by mail when your application is received. Once all of your required admissions documents are received, your application will be considered for acceptance by the Admissions Committee. Under normal circumstances, you will be notified of the acceptance decision within two weeks after your file is complete.

ADMISSIONS POLICIES

Academic Probation

Any applicant who does not meet the minimum academic standards, but who is accepted by the Admissions Committee, may be placed on academic probation. Students are limited to enrolling for no more than 12 hours, are expected to use The Learning Center, and must achieve a 2.0 GPA. More information on academic probation can be found in the “Academics” section of this catalog under the heading “Satisfactory Academic Progress.”

Application Deadline

Applications must be submitted no later than two weeks prior to the first day of classes. Last-minute applications may be deferred by the Admissions Committee.

Application Materials

All materials submitted to Calvary in the application process become the property of the University. Upon enrollment, materials deemed essential are kept as a part of a student's permanent file in the Registrar's Office.

Conditional Acceptance

An applicant may be accepted with specific conditions. Frequently, this will be due to no ACT or SAT score or for various personal concerns, e.g., smoking or other background issues. The Admissions Director and/or members of the Admissions Committee will identify conditions and limitations, if any.

All conditions and limitations will be itemized in the acceptance letter; the wording may require review and/or approval from one or more Committee members. In order to be considered a “regular student” (eligible for federal financial aid), an applicant must specify a degree or certificate program on his/her application.

Doctrinal Understanding

Students who graduate from Calvary shall possess a foundational understanding of the Holy Scripture and Calvary's Doctrinal Statement. This is accomplished by satisfactory completion of 30 credit hours of Bible and Theology.

Equal Opportunity and Nondiscrimination

Calvary University admits students of any race, color, age, sex, nationality, or ethnic origin to all the rights and privileges, programs (for exception, see Pastoral Ministry major later in this catalog), and activities generally accorded or made available to students at the school. Calvary does not discriminate on the basis of race, color, age, sex, nationality, ethnic origin, or physical or mental disability in the administration of its educational policies, admission policies, financial aid programs, athletic activities, or other College-administered programs. However, as a private religious institution, Calvary reserves the right to exercise preference on the basis of religion in all of its student admissions.

Disability Support Services

Calvary offers reasonable disability support services to students with special needs in compliance with the Americans with Disabilities Act (1990) and Section 504. Students with disabilities have the responsibility of informing the Disability Support Services Coordinator (dss@calvary.edu) of any disabling condition that may require accommodations.

VISITING CAMPUS

Prospective students are encouraged to visit Calvary's campus prior to enrolling. Prospective students and their families are always welcome and are urged to meet Calvary's students, attend classes, and visit with professors. During the academic year, visitors to the campus may be provided overnight lodging and meals. It is best to contact the Admissions Office in advance so that someone will be available to give a tour of the campus, to answer questions, and to make the necessary arrangements.

Campus Preview is a large-scale group event, usually held in March. It provides a thorough introduction to college life at Calvary for prospective students, parents, and sponsors. Activities include attending classes, meeting faculty, staying overnight in the dormitory, enjoying great food, attending a drama production, getting to know current students and future classmates, and other special activities. Information may be obtained from the Admissions Office.

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The charges and fees listed below may be changed by the College, without prior notice, in accordance with established policies and procedures. There are explanations for the various fees following the listing of expenses.

EXPENSES

Traditional and NTS (Non-Traditional Studies) Courses

Tuition:

Credit: (per hour Traditional, NTS, and Online)	375.00
Audit: (per hour)	50.00
Personal Enrichment:	
Non-Student or Non-degree Student (per course).....	150.00
Degree Student (per course).....	50.00
Early College: (per hour).....	89.00
Early College Online: (per hour).....	89.00
Federal Compliance Fee: 1+ hours (per semester)	80.00
Student Services Fee: (per hour) *	20.00
Early College Student Service fee: (per hour).....	10.00
Student Accident Fee:	
1+ hours (per semester).....	60.00
Student Social Activity/Project Fee:	
1-12 hours (per hour, \$60.00 maximum)*†	5.00
Technology Fee: (per online course).....	150.00

**Fee does not apply to Early College.*

†The Social Activity Fee does not apply to NTS.

•Fee does not apply to online courses.

Additional Charges, as Applicable

Athletic Participation Fee (per varsity sport)	100.00
Books and Supplies (average estimated cost per course).....	85.00
Change of Final Exam Period Fee (per course, \$45.00 maximum)	15.00
Course Fees	See “Course Descriptions”
Enrollment Fee	100.00
Graduation Fee:	110.00
Housing:	
Dorm Room and Board: (per semester)	
Double room.....	1,495.00
Single room.....	1,995.00
Full meal plan (required for Freshmen).....	1,320.00
Philadelphia Hall Apartment (per month):	
One bedroom.....	465.00
Two bedrooms.....	520.00
Duplex House (per month):	
Two bedrooms.....	540.00
Three bedrooms	570.00

Housing Deposits:

Dorm Room (includes key deposit).....	150.00
Philadelphia Hall Apartment	250.00
Duplex House.....	250.00
Pet Deposit (Duplex only).....	250.00
Independent Study Fee (per hour).....	35.00
Late Registration Fee (per semester, if applicable)	100.00
Laundry and Technology Fee (per semester, dorm students).....	120.00
Private Music Lessons (per credit, in addition to tuition).....	125.00
Accompanist Fee for vocal courses (per credit, in addition to tuition/lesson fee):	
Voice Lessons	50.00
Senior Recital for Voice Majors.....	200.00
Key Deposit for Music Practice Facilities	5.00
Orientation Fee (for all new freshmen and transfer students).....	60.00
Transcript Request Fee (per copy—official or unofficial).....	5.00

Estimated Costs Per Semester

	<u>Living on Campus</u>	<u>Commuting</u>
Tuition for 12 Credit Hours	\$4,500.00	\$4,500.00
Federal Compliance Fee	80.00	80.00
Student Services Fee (\$20 per credit hour)	240.00	240.00
Social Activity and Project Fee:	60.00	60.00
Student Accident Fee (per semester).....	60.00	60.00
Dorm (dbl) Room including meal plan.....	2,815.00	
Laundry and Technology Fee:	120.00	
Total Per Semester	\$7,875.00	\$4,940.00
Total Per Year	\$15,750.00	\$9,880.00

Transportation costs for commuting students are estimated to be \$1,427 per semester. The actual amount will vary depending on distance traveled and the type of transportation used.

EXPLANATION OF FEES

Following the title of each fee, in parenthesis, is the refund policy for that fee. A non-refundable fee means no refund is given after classes begin; a 100% refund is given for withdrawal (or not completing registration) prior to the first day of classes—except as noted in some course descriptions.

Alphabetical Listing

Athletic Participation Fee (non-refundable) – Required of students participating in varsity sports. Provides partial funding for the cost of participating in the Midwest Christian College Conference and the Association of Christian College Athletics.

Dorm Board (non-refundable and not prorated) – Required of all students living in the dormitory. It pays for the cost of three meals a day, Monday through Saturday, and two meals

on Sunday. Upperclassmen may choose from alternate meal plans. Contact the Student Deans Office for more information.

Dorm Room Charge (non-refundable and not prorated) – The cost for the dorm room charged per semester. Students who are under 23 years of age must live in the dorm unless living with parents or grandparents. Dorm room charge may be prorated in the event of injury, illness, or death of a relative which requires the student to move out of the dorm.

Books and Supplies (non-refundable) – The cost for books and/or supplies required for class assignments. The average estimated cost is \$397 per semester. This does not include books purchased for a personal library or articles bought for personal use.

Change of Final Exam Period Fee (non-refundable) – Upon approval, the cost of taking a final exam at a time other than its scheduled time; if the student has three or more exams scheduled on one day, the fee is waived.

Course Fees (non-refundable) – The cost for use of labs and equipment or for materials used in select courses. Fees for each course, if any, are listed in the “Course Descriptions” section later in this catalog.

Enrollment Fee (non-refundable) – Required of all new and re-enrolling applicants. This includes all degree-seeking and non-degree-seeking students, including Early College students.

Students who obtain a certificate or degree at Calvary, but register for classes continuing toward an advanced degree for the next semester, are not required to pay the Enrollment Fee.

A waiver for the Enrollment Fee may be obtained only on a case-by-case basis and is determined by the Financial Aid Office with authorization given by the Vice President of Operations. To request consideration for a waiver, a request must be submitted in writing to the Financial Aid Office no less than 30 days prior to the first day of classes. The Financial Aid Office may request additional information and documentation for consideration of the waiver.

Federal Compliance Fee (non-refundable) – Assessed to all students taking one or more credit hours. Covers a portion of the institutional cost of required staffing and training associated with complying with the Department of Education regulations and policies, including, but not limited to, Title IV, Title IX, Part 86, and the Clery Act.

Graduation Fee:

Graduation (non-refundable) – Required of all students completing a certificate or degree at Calvary. It pays for the costs associated with commencement.

Housing:

Dorm Room and Board – The cost of room and board for one semester.

Philadelphia Hall (non-refundable monthly rent) – The monthly cost of a one- or two-bedroom apartment, including utilities; primarily for married students.

Duplex (non-refundable monthly rent)—The monthly cost of a two- or three-bedroom duplex house; this does not include the cost of utilities or trash pickup; primarily for married students.

Housing Deposits:

Dorm Room Deposit (refundable)—Due upon acceptance as a student. It reserves a room and is retained as long as the student lives in the room. It will be refunded, provided the room is left clean and in good repair, the student's financial account is current, and the Student Dean's Office has been notified in writing that the student no longer plans to reside in the room.

Philadelphia Hall or Duplex Deposit (refundable)—Due after acceptance as a student to reserve an apartment or duplex. It is retained as long as the student lives in the apartment or duplex. It will be refunded, provided the apartment or duplex is left clean and in good repair, the student's financial account is current, and the property manager has been notified in writing that the student no longer plans to reside in the apartment or duplex.

Pet Deposit (duplex only; refundable; not required for small caged animals)—Due upon bringing a pet onto the duplex property. It will be refunded, provided the duplex is left clean and in good repair, the student's financial account is current, and the property manager has been notified in writing that the student no longer plans to reside in the duplex or no longer plans to keep the pet at the duplex.

Independent Study Fee (non-refundable)—The cost of taking a class via Independent Study. This fee is in addition to the tuition charge for the credit hour(s). This fee is only assessed if the student initiates the Independent Study.

Late Registration Fee (non-refundable)—Charged to students who have not registered or completed financial arrangements on time.

Laundry and Technology Fee (non-refundable, dorm students)—The cost of providing washers and dryers in the dorm and the cost of technology in the dorm, such as cell phone signal boosters, network equipment, security equipment, etc.

Music Lesson Fees (non-refundable)—The cost per credit hour of private music lessons. This fee is in addition to the tuition charge for the credit hour(s). No refunds are made for lessons missed. Students may not take private lessons for audit.

Personal Enrichment Fee (non-refundable)—The cost of taking a class simply for the value of learning. No academic credit is given, nor is any academic record generated.

Orientation Fee (non-refundable)—The cost of sessions and social activities associated with orientation. New, first-time freshmen, and transfer students are required to attend.

Social Activity and Project Fee (non-refundable)—Assessed to all traditional students. Funds are disbursed to Classes, Student Senate, and Student Wives organizations to provide for projects and activities.

Student Accident Fee (non-refundable)—Assessed to all students taking one or more credit hours. When a student is involved in an accident during any Calvary-related activity, the student's personal accident/sickness insurance coverage will be primary. If the accident has been reported to the Human Resources office within three business days of the occurrence, Calvary will provide up to, but not exceeding \$1000 per occurrence for costs not covered by the student's personal insurance.

Student Services Fee (non-refundable, charged for both credit and audit hours) Provides partial funding for non-instructional functions such as registration, fine arts series performances, library use, chapel, lecture series, security, class dues, social funds, intramural sports/athletics, admission to on-campus intercollegiate athletic events, ID cards, and mail service. Any student who is enrolled in less than 12 hours or who drops below 12 hours because of adds/drops, will be charged this fee for any new hours added. Previous Student Service Fees are not refundable for any hours that were dropped.

Transcript Request Fee (non-refundable)—Charged each time an academic transcript, official or unofficial, is requested from Calvary.

Tuition (percentage refund, see schedule)—Provides partial funding for instructional and institutional expenses. It is due prior to the start of classes. Only courses for which the student has registered and paid the tuition for may be attended.

Voice Lesson Accompanist Fee (non-refundable)—Students taking voice lessons are charged an accompanist fee. This accompanist fee is then paid to the accompanists. The semester that a voice major performs his/her senior recital, the student is charged an additional accompanist fee to compensate the recital accompanist.

POLICIES

Student Accounts

Responsibility for meeting the cost of the student's education rests upon the student. Students are responsible for payment in full of each semester's charges at registration.

Financial statements of student accounts are issued each month. Semester charges on the statement are required to be paid according to the payment plan approved at registration. All other charges except monthly rent are to be paid in full within 30 days of the charge. Rent must be paid between the first of the month through the tenth.

Students who have not paid their semester charges in full (which includes completing all grant, scholarship, loan and/or payment plan forms) by the last day to add a class or who become delinquent (past due) in caring for their financial obligations to the College will automatically be suspended from school. During the suspension period, the student will be administratively marked absent from class(es), and assignments and exam grades will not be counted. The student may be reinstated only after all delinquent financial obligations are brought current (i.e., paid) and clearance is obtained from the Business Office.

Student Health Insurance

Calvary University strongly recommends that all students carry health insurance that covers them in the Kansas City area. (Many insurance plans do not provide coverage outside the “home” area, so it is important that you contact your insurance company to find out whether you will be covered in Kansas City.) All students must complete a Proof/Waiver of Student Health Insurance Coverage form and present it along with a copy of their insurance card (or other proof of coverage) to the Student Deans Office prior to their first class. If a student is unable or unwilling to obtain coverage for the Kansas City area, that must be indicated on the Proof/Waiver form.

Calvary does not offer insurance plans, but students may contact Heritage Benefit Consultants (816-322-6350) for information on Short-Term or Long-Term medical plans that would be suitable.

Institutional Refund Policy

Refund of Fees Other Than Tuition

The amount of refund for non-tuition fees is stated in the parenthesis following the title of each fee in the “Explanation of Fees” earlier in this section.

Tuition Refund Schedule

Fees are not refunded for courses dropped after the semester begins. Tuition refunds are based on the following percentages:

Traditional/Early College/Independent Study Course Tuition Refunds

- 100% through the end of the second week of classes
- 60% through the end of the third week of classes
- 40% through the end of the fourth week of classes
- 0% after the end of the fourth week of classes

Intensive Course Tuition Refunds

- 100% before the second night of class
- 40% before the third night of class
- 0% after the start of the third night of class

Online Study Course Tuition Refunds

- 100% of tuition and the technology fee will be refunded for the course if the Registrar’s office is notified before 4:30 p.m. the business day before the course start date. After this date and time, the technology fee will not be refunded.
- 100% of tuition will be refunded for the first seven days of the course, with the start date counting as day one. The technology fee will not be refunded.
- 60% of tuition will be refunded starting for the eighth day through the fourteenth day, with the start date counting as day one. The technology fee will not be refunded.
- 0% of tuition will be refunded beginning the fifteenth day, with the start date counting as day one.

FINANCIAL AID

Satisfactory Academic Progress (SAP)

To be eligible for financial aid, students must meet SAP standards. Calvary's SAP policy is the same for Federal Student Aid (FSA) recipients and non-FSA recipients, and it applies to all educational programs and to all students within categories (e.g., full-time, part-time, undergraduate, and graduate students). If a student fails a SAP check, eligibility for financial aid is lost, although an appeal may be made (see Appeals).

An Academic Year for traditional undergraduate and graduate students will have an annual review that corresponds with the end of the spring semester payment period but not before final grades are posted. Non-Traditional Studies students will have their annual review at the end of the spring semester ending June 30 after all grades are posted.

Two Components of the Satisfactory Academic Progress Policy

The first is a qualitative standard based on cumulative grade point average (CGPA). To be making satisfactory academic progress, all financial aid recipients must have a CGPA of 2.0 at the required annual review.

The second is a quantitative standard. Essentially, this means the "pace" at which a student must progress through a program in order to ensure that they will graduate within the maximum timeframe. Our pace is calculated by dividing the total hours successfully completed by the total hours attempted. All financial aid recipients must obtain a pace of 67% at the annual review. Our maximum timeframe is 150% of a program's requirements.

For example, to earn a degree in Biblical Counseling requires 126 hours. The maximum timeframe is 189 credit hours ($126 \times 1.5 = 189$). The pace: $126 \text{ (hours to earn degree)} / 189 \text{ (maximum time)} = 67$. At the time of the annual review, a student who took 30 hours (15 per semester) must complete at least 20 hours ($20/30 = .66666$ rounds up to 67%). Extending this same pattern: Year 2 (Y2) = 40/60; Y3 = 60/90; Y4 = 80/120; Y5 = 100/150; Y6 = 120/180; Y7 = 126/189.

There could be many combinations of this "pace," accounting for semesters with less than full-time enrollment status, taking more than 30 hours, completing less or more hours than the required 67%, etc. For example, a traditional student takes 6 hours (half-time) in each of the fall and spring semesters (full-time is 12 hours per semester). A total of 12 hours taken requires 8 hours completed ($8/12$) to be satisfactory. If a student takes 30 hours and completes 18 hours ($18/30 = .60$ or 60%), this would be unsatisfactory academic progress. During year 2, this same student takes 34 hours and completes 31. So, the total attempted hours is now 64 hours and the total completed hours is now 49 ($49/64 = .7656$, or 77%); this student would regain SAP.

A complete SAP review includes both the CGPA and pace percentage. At the annual review, a student could have a 1.9 CGPA (unsatisfactory), yet have completed 24 of 30 hours (satisfactory). Both components must be satisfactory to continue financial aid eligibility.

All periods of enrollment will be counted, regardless if a student received financial aid or not. Course failures (F), incompletes (I), withdrawals (W, AW, WP, AP, WF, or AF), and remedial courses ("0" prefix) count as courses attempted but not completed (earned).

Transfer credits count as courses taken and completed. Course repetitions always count as courses attempted, may or may not be courses completed (depending on the grade), and,

if the student later passes with a higher grade, then CGPA is impacted (a student must formally request removal of the previous D or F).

By the time grades are posted and the annual review conducted, students who fail to make satisfactory progress are not likely to be on campus. Therefore, the primary notification will be by letter sent to the student's home address. As a backup, an email to the student's Calvary email address will also be sent.

Appeals

If a student loses eligibility to receive financial aid because of failure to make satisfactory progress, he or she may appeal that result on the basis of injury or illness, the death of a relative, or other special circumstances. Examples of special circumstances include but are not limited to: changing majors, if any grades that do not count in the new major impact SAP; if, after an unsatisfactory annual review, an "I" is converted to a passing grade; or, regaining SAP after one semester of ineligibility.

In an appeal, a student must explain failure to make satisfactory progress or why they believe they should be in a satisfactory status. An explanation should include specifics; e.g., changes to situation, errors, and other relevant information.

Appeals must be submitted in writing or by email to the Financial Aid Office for review by the Scholarship Committee (SC). The SC may decide to require more extensive information on an initial appeal and some type of an updated statement on a subsequent appeal.

The SC will review a student's appeal and notify the student in writing of their decision. A copy of this letter will be placed in the student's financial aid file. The SAC has the following actions: deny an appeal, probation without an academic plan, probation with an academic plan, reinstate eligibility, and return the appeal to the student for additional information.

Financial Aid Probation

Financial aid probation is a status a school assigns to a student who is failing to make satisfactory academic progress and who successfully appeals. Eligibility for aid may be reinstated for one payment period.

If the SC determines that a student should be able to meet the SAP standards by the end of the subsequent payment period, the student may be placed on probation without an academic plan. A student's progress must be reviewed at the end of that one payment period.

If the SC determines that a student will require more than one payment period to meet SAP standards, the student may be placed on probation with an academic plan developed with the academic advisor. The academic plan needs to ensure that the student is able to meet SAP standards by a specific time and is to be approved by the ACC.

A student's progress under an academic plan must also be reviewed at the end of that one payment period to determine if the student is meeting the requirements of the academic plan. If meeting the requirements, the student is eligible to receive aid as long as the student continues to meet the requirements and is reviewed according to the requirements in the plan.

Subsequent Appeals

A student on probation without an academic plan, who fails an SAP check, may only continue to receive aid under a subsequent successful appeal to the SC. Follow the same procedures outlined above, including notification and documentation.

A student on probation with an academic plan, who fails an SAP check, may appeal again but is unlikely to have their appeal approved. Follow the same procedures outlined above, including notification and documentation. Only a successful appeal to the ACC can change an academic plan.

Reestablishing aid eligibility

Students regain financial aid eligibility by taking action that brings them into compliance with SAP standards. This can be done without having appealed by achieving a 2.0 CGPA and/or meeting the 67% “pace” at the next annual SAP check, by a successful appeal that reinstates eligibility, or by successfully completing probation with or without an academic plan.

Return of Title IV Funds (Federal Funds)

Per federal regulations, schools are required to provide students with the details of all refund policies which may be applicable to them, as well as information on the requirements for determining the amount of Title IV funds a student has earned when he/she withdraws. Contact the Financial Aid Office for details of these policies.

If a student who receives Title IV grant or loan funds withdraws from school after beginning attendance, the amount of Title IV grant or loan funds earned by the student must be determined. If the amount disbursed to the student is greater than the amount the student earned, the unearned funds must be returned. If the amount disbursed to the student is less than the amount the student earned, and for which the student is otherwise eligible, the student is eligible to receive a post-withdrawal disbursement for aid earned but not disbursed.

Federal Aid Programs

Eligibility for federally funded financial aid is established by the United States Department of Education regulations. All of Calvary’s undergraduate programs, excluding the one-year certificate program, are eligible for federal aid. The Free Application for Federal Student Aid (FAFSA) is primarily, but not exclusively, used to determine whether a student qualifies for federal financial aid and how much aid will be received. Step-by-step instructions for the online FAFSA may be obtained from Calvary’s Admissions or Financial Aid Offices; or log onto www.fafsa.ed.gov. Calvary’s U.S. Department of Education Title IV Institutional Code is 002450.

When completing the online FAFSA, the Department of Education regulations require students and/or their families to report all sources of income (including, but not limited to, employment, Veterans Benefits, interest on investment income, trust income, inheritance, etc.).

After the FAFSA form is evaluated, the applicant is issued a Student Aid Report (SAR) which specifies the student’s Estimated Family Contribution (EFC). The EFC is the amount of money the student and/or his family is expected to pay toward the student’s educational expenses. Also, the EFC assists in determining the amount of Pell Grant money the student is eligible to receive, and it assists in determining the student’s eligibility for the federally funded loan programs.

All financial aid funds received through the federal government Title IV assistance program at Calvary are disbursed and credited directly to the student's account throughout the semester, approximately two weeks after classes start. Funds are disbursed for only those classes which have begun and for which the student's attendance has been verified.

Credit Balances and Overage Checks

When a student has an FSA credit balance (disbursed federal funds exceed allowable charges), a check for the credit balance will be made available to the student within 14 days of Calvary receiving the funds which created the credit balance. The student will receive an email from the Cashier sent to their Calvary email address, notifying and instructing them on how and where the check may be obtained when it is available. If the student wishes, they may instruct the Financial Aid office to hold the credit balance on their Student Account until the end of the semester. An authorization form is available from either the Financial Aid or Cashier Offices.

Students receiving a Pell Grant for the semester and who have a projected Federal Student Aid (FSA) credit balance for the payment period, will receive by a check the lesser of their FSA credit balance or cost of books and supplies allowance used for determining the student's Cost of Attendance. This check will be made available by the seventh day of the payment period of each semester. To be eligible, the student must be receiving a Pell Grant and have completed the process for applying for Federal Financial Aid. This includes submitting all required verification documents and accepting their Award Offer Notice. Additionally, if using student loans, the student must have completed Entrance Counseling and a Master Promissory note no later than 10 days before the start of the payment period. Any remaining credit balance will be refunded to the student within 14 days of the federal funds being disbursed and credited to their student account. If, for any reason, the student fails to begin attendance or earn the aid that Calvary has advanced, the student is responsible for all charges on their student account, including the money disbursed to the student for purchasing books and supplies under this policy. Students may opt out of this process for purchasing books and supplies by contacting Calvary's Financial Aid Office in writing. If a student opts out, Calvary will not provide any alternative means to the student for purchasing books and supplies.

Grants

Calvary University participates in the Pell Grant program, a need-based program funded by the U.S. Department of Education. The maximum amount for the academic year beginning in fall 2015 is \$5775 (\$2888 in the fall semester, \$2887 in the spring semester). For a student to be eligible, a FAFSA must be completed, and the resulting EFC on the student's SAR must be low enough to qualify (see "Federal Aid Programs"). A grant is "free" money in that a student does not pay it back to the school or government. The Financial Aid Office can answer questions about the Pell Grant.

Loans

Calvary University participates in the Stafford Loan program, a student loan program under the U.S. Department of Education. Stafford Loans are NOT "FREE" MONEY AND MUST BE PAID BACK. Interest rates are low, and repayment begins six months after graduation or if enrolled for less than six credit hours. The amount that may be borrowed and the loan type(s) depend on financial need, college classification, and dependent or

independent status. The first step in seeking a loan is completing the FAFSA. The student must also complete Entrance Counseling and a Master Promissory Note online at www.studentloans.gov.

Another federal loan program, the PLUS loan, is available at Calvary University. It is for parents of dependent students. Repayment on the loans begins immediately. The parent is responsible for repayment. The parent applies for a Parent Plus loan by logging in with their FSA user ID at www.studentloans.gov.

Exit Counseling

Student borrowers of Direct Loans, who are graduating, leaving school, or are taking less than six hours in any semester, are required by law to complete exit counseling. Exit counseling provides important information a student needs to prepare for repaying their student loan(s). During exit counseling, the student will review their rights and responsibilities as a borrower. The student will also need to provide the names, addresses, email addresses, and phone numbers for their next of kin, two references who live in the United States, and their current or future employer. Calvary requires students to fulfill their legal requirement of completing exit counseling online. For more information, please contact the Financial Aid Office.

Federal Supplemental Educational Opportunity Grant (FSEOG)

This is a grant available to students who have financial need. Recipients will be chosen in order of priority based on students with the lowest EFCs (expected family contribution number from FAFSA) who are also receiving Pell. Limited funds are available for this grant. Therefore, not all who qualify will receive an award.

Veterans' Benefits

Calvary is approved for the education of veterans. Veterans should check with the Veteran's Administration regarding eligibility for educational or other VA benefits. The Veteran's Administration may be contacted by calling 1-888-GI-BILL-1 (1-888-442-4551) or online at www.gibill.va.gov. Please visit Calvary's Military Benefits page at www.calvary.edu/militarybenefits or request a Military Benefits brochure for more information.

SCHOLARSHIPS

Scholarship Qualifications

To receive Calvary scholarships, a student must be degree-seeking and enrolled in at least 12 credit hours in a traditional semester program; financial need determined, so the FAFSA must be completed; after the first semester, satisfactory academic progress (see Policies) must be maintained; Calvary must have funds available for scholarships; and certain other academic or special qualifications may be necessary, depending on the scholarship.

Application forms may be obtained from the Financial Aid Office, or online at www.calvary.edu/bible-college/financial-aid/scholarships/.

The Student Aid Committee awards Calvary scholarships. The Committee may modify scholarship requirements to meet available funds and other special situations; its deliberations and decisions are confidential.

Calvary-funded scholarships are awarded to cover tuition and fees at Calvary University only. Student payments, including outside scholarships, Pell Grant, Student Loans, and all other sources of payments on a student account, are applied to a student's billing charges first, then Calvary-funded scholarships are applied to any remaining balance. Any resulting credit balance is left on the student's account, and can be used in future semesters. Calvary does not pay out credit balances created by Calvary-funded scholarships to students. If the student ceases attending Calvary, any remaining credit balance resulting from Calvary-funded scholarships will result in a reduction of previously awarded scholarships to zero out the student's balance.

Scholarship Application Deadlines

The scholarship deadlines are March 1 (early consideration) and April 1 for new, transfer, or returning students entering in the fall semester and December 1 for new or transfer students entering in the spring semester (i.e., only students enrolling at Calvary for the first time in the spring semester may apply in December). Applications must be renewed each year for returning students by the April 1 deadline. Deadlines allow for scholarship award notification letters to be received by students early enough to help in their decision-making process and for high school graduation ceremonies.

In order to make the scholarship program at Calvary a success, all scholarship recipients will be required to help with the President's Dinner in September and/or make phone calls during the Alumni Phone-a-thon in February. Your service, including amount of time required, will be based upon the semester and total amount of Calvary-funded scholarships/grants which you receive. These requirements must be met each year that you receive the scholarship/grant. Failure to fulfill your obligation will result in the loss of these scholarships/grants you have been awarded and make you ineligible to receive Calvary scholarships/grants in the future.

Scholarships for New Students

Academic Scholarship (for freshmen, up to \$1,000 per semester) - Applicants are required to apply by the application deadline preceding the semester they first enroll at Calvary and have a composite ACT score of at least 28 or a combined SAT verbal and math score of 1200. This scholarship shall be awarded each semester for which the student is enrolled in a degree program for no fewer than 14 credit hours and has earned a Cumulative Calvary GPA of 3.50 or higher.

Awana Scholarship (first & second year students only, up to \$500 per semester for up to four semesters) - Entering freshmen and transfer students in their first two years of their degree program who have received the Citation Award in the Awana program. Verification from Awana Headquarters must be received before scholarships are awarded. Renewal Criteria: The student must maintain a 3.0 CGPA. The student must reapply annually.

Scholarships for Returning Students

Pastoral Scholarship (for returning juniors or seniors only, up to the value of \$350 per semester) - This scholarship is also known as The Dr. William Bevier Memorial Scholarship. Only students whose major is Pastoral Studies are eligible to apply. The applicant must be a junior or senior, who has a burden and call to the pastoral ministry of a fundamental, Bible-believing church or mission, and must be recommended by the Pastoral Studies Department Chair. The student must maintain at least a 3.0 CGPA and

have nothing officially noted that negatively impacts his Christian character. The student must reapply annually.

Student Recruitment Scholarship - Full-time returning students who are not receiving the student dependent tuition benefit are eligible for a \$500 scholarship if they recruit another student to attend Calvary University. The recruiting student's name must be prominently mentioned on the application form of the prospective student. Also, the prospective student must become a full-time student for the entire semester in order for the recruiting student to receive the \$500 scholarship, which will be applied toward the recruiting student's tuition bill for the following semester. Scholarship applies to traditional, NTS, and seminary students. Recruited student may not be a sibling or an Early College student. The scholarship will be applied toward tuition and may not be converted to cash. More than one student can be recruited at a time.

Scholarships for All Qualified Students

Alumni Scholarship (for all students, up to the value of \$500 per semester) - Applicants are required to be a dependent child of a Calvary alumnus. "Alumnus" does not necessarily mean "graduate" of CBC. The student must maintain at least a 3.0 CGPA.

Berean Fellowship Scholarship (for all students, up to \$500 per semester) - The student must be a member of any Berean Fellowship Church and enrolled in a minimum of 12 hours in the college. The student must provide a pastoral reference stating that they are a member in good standing of the Berean Fellowship Church. The student must maintain a 3.0 CGPA. The student must reapply annually including submission of a pastoral reference letter, which can be from the Pastor or other duly authorized church official, i.e. Elder.

Christian Workers Scholarship (for all students, up to \$1000 per semester) - Applicants are required to be dependent children as determined by the FAFSA. The Christian worker is to be the primary wage earner of the family who serves in full-time Christian work.

Christian Workers Scholarship for Independent Students (for all independent students, up to \$1000 per semester) - Applicants are required to be full-time Christian workers and an independent student as determined by the student's FAFSA.

Family Scholarship (for all students, up to \$200 per semester per student) - Two or more immediate family members also enrolled as full-time students. Each family member must apply.

IFCA Scholarship (for all students, up to \$500 per semester) - The student must be a member of any IFCA affiliated Church and enrolled in a minimum of 12 hours in the college. The student must provide a pastoral reference stating that they are a member in good standing of an IFCA Church. The student must maintain a 3.0 CGPA. The student must reapply annually, including submission of a pastoral reference letter, which can be from the Pastor or other duly authorized church official, i.e., Elder.

Memorial Scholarships for All Qualified Continuing Students

Over the years, the establishment of Memorial Scholarships has blessed Calvary students. Unless a scholarship requires other criteria, it is open to all continuing students. A student may apply for and be awarded a maximum of two memorial scholarships per year. Scholarships are awarded up to the value of \$200 (unless otherwise indicated) and for the fall semester only.

Chan Scholarship - Applicants are required to be international students, preferably Chinese or Oriental, pursuing Christian service careers.

Howes Scholarship - Applicants must have demonstrated academic achievement (GPA of 3.500 or higher) and must have financial need.

Izora Crews Memorial Scholarship - Applicants are required to have a burden for and a call to the foreign mission field or be children of missionaries on a foreign field and demonstrate potential for service in a Christian vocation.

Krestan Memorial Scholarship - Applicants are required to be full-time students in an education major who have demonstrated academic achievement.

Martin Burnham Scholarship (for continuing juniors and seniors) - Applicants are required to be either a foreign student who will return to their home country to minister, or any student who is interested in or has a desire to serve in missions or is studying missions.

McCarrell Memorial Scholarship - Applicants are required to be preparing for pastoral ministry, have a burden for and a call to the pastoral ministry of an independent, fundamental, Bible-believing church or mission, and to have demonstrated an ability to be used by God in the pastoral ministry.

Morse Church Memorial Fund (for continuing juniors and seniors) - Applicants are required to be a junior or senior employed by the College.

Robert Douglas Tuttle Memorial Scholarship (for continuing juniors and seniors) - Applicants are required to be pursuing a major in pastoral ministry, intercultural studies, or education and demonstrate potential for service in a Christian vocation.

Sheldon Zenger Memorial Scholarship (for continuing juniors and seniors) - Applicants are required to be a junior or senior pursuing a major in pastoral ministry, intercultural studies, or education and have potential for service in a Christian vocation.

Toy Tadlock Memorial Scholarship - Applicants are required to have a burden for and a call to minister to young people. Their vision shall be to strengthen the home, and they must demonstrate a potential for service in a Christian vocation.

Women's Auxiliary Scholarship - Applicants are required to have financial need, a positive attitude toward the College, and an aptitude for Christian service.

Theatre Arts Department Scholarships

The Audition Scholarship – This scholarship is available to any incoming freshman or transfer student who wishes to audition for one of two theatre scholarships in the amount of \$350 each. To be considered, the student needs to either visit campus for a live audition or submit a video-recorded audition by July 15 of the summer before coming to campus. For audition specifications, please email the department chair at bobbie.jeffrey@calvary.edu.

The Monologue Scholarship – This scholarship is available to any currently enrolled Theatre Arts student. Two Theatre Arts scholarships in the amount of \$350 each will be awarded to the two students who are selected for the highest-rated performances of a monologue during the annual Portfolio Reviews held in May at the end of each academic year.

Monthly ACH Payment Plan

Calvary offers MAPP (Monthly ACH Payment Plan); this is done by Advanced Education Services, Inc. (AESI). AESI arranges payments for students and/or parents via automatic payment withdrawals from a savings or checking account or with a credit or debit card. A \$35 enrollment fee is paid to set up payments for each semester. The fee is required for both the fall and spring semesters. The enrollment fee is automatically deducted on either the 1st or 20th day of the month, and all payments apply toward the student's semester charges. There are no interest charges. Calvary reserves the right to charge service fees for payments that are rejected for insufficient balances. MAPP payments should be set up in advance of a semester in order to divide balances into the maximum number of payments and smallest

monthly withdrawals. To establish payments, please visit www.calvary.edu/cashier, or call AESI at 1-800-551-2773, ext. 15.

EMPLOYMENT

A limited number of on-campus jobs are available for students. Areas of employment include food service, security, and housekeeping. Any student who works for the College will have the option of applying their earnings directly toward their bill.

Off-campus job openings are posted on a bulletin board outside the KA-Bar Cafe. Through Calvary's Study and Work Program, several employers in the local Kansas City area have committed to hiring Calvary students. For more information, contact the Director of the Study and Work Program at 816-425-6127 or visit www.calvary.edu/swponline.

The Department of Homeland Security requires employers to view a new employee's original (not copied) ID documents within three days of the date of hire. Students planning to seek employment while at Calvary may contact the Human Resources office for information about the type of identification required.

Study / Work Program

Calvary's Study/Work Program (SWP) is designed to reduce dependence on Federal Student Aid and minimize student loan debt. The SWP provides a means to help fund the student's education through employment on campus or with a local Calvary business partner. These positions will help fund tuition expenses while accommodating the student's academic schedule. The goal of the Study / Work Program is to develop the leadership qualities of Calvary students and enable them to impact the world for Christ without being hindered by the burden of student loan debt. A variety of different positions are available. For job availability, or general questions, please contact the SWP Director.

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ACADEMIC POLICIES

Students are responsible for knowing and abiding by the policies, procedures, regulations, and requirements set forth in the College catalog and published supplements to it.

Academic Advising

Students are responsible to see that all courses are taken according to the program requirements specified for the student's professional major and that all degree requirements are met. An academic advisor is available to provide guidance concerning academic programs and to verify the accuracy of course selections, but the ultimate responsibility for knowing program requirements and proceeding to satisfy those requirements in an orderly and timely manner is the student's.

Academic Classification

Students are classified as being either degree students, those seeking a degree or certificate, or as non-degree students, those taking classes to satisfy requirements at another college or for other personal reasons.

Degree students are classified according to the number of credit hours they have earned:

Freshmen	→ FR	(1 - 29 credit hours)
Sophomores	→ SO	(30 - 59 credit hours)
Juniors	→ JR	(60 - 89 credit hours)
Seniors	→ SR	(90+ credit hours)

Non-degree students are classified as ND; they are not classified based on hours.

Academic Honesty

It is assumed that all students enrolled at Calvary have done so for the primary purpose of learning. As such, students are expected to refrain from those actions that contradict this purpose and which would jeopardize their Christian character and testimony. Plagiarism is strictly prohibited, and academic cheating of any type will result in disciplinary action and may include dismissal.

Plagiarism is defined as copying any part of a book or paper without identifying the author. This includes taking another person's ideas and presenting them as your own. Plagiarism of any kind will not be tolerated.

Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work

infringed. A court can, in its discretion, also assess costs and attorney's fees. For details, see Title 17, United States Code, Sections 504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. For more information, please see the website of the U.S. Copyright Office at www.copyright.gov.

Academic Load

A normal academic load is 16 credit hours per semester. A minimum of 32 credit hours per year for four years is required for a student to earn a degree in a professional major requiring 126 credit hours. Some majors require more than the minimum 126 credit hours. Students desiring to enroll for more than 18 credit hours in a semester are required to obtain approval from the Registrar and their Academic Advisor and should have a cumulative grade point average of 3.0 or above. Students wishing to take more than 24 credit hours in a semester must appeal in writing to the Academic Curriculum Committee (ACC).

Since Calvary does not have a summer session, traditional students may request to take up to 6 additional hours of course work during the third session of Non-Traditional Studies courses in the spring and up to 6 hours of course work during the first session of Non-Traditional Studies in the fall. The request to take additional hours must be made to the Registrar's Office in writing. Students with less than a 3.000 cumulative GPA must also receive the permission of their Academic Advisor to go beyond the 18 hour limit.

To be considered a full-time student at the College, a student must enroll in a minimum of 12 hours per semester.

Academic Progress

Students who maintain a cumulative grade point average equal to or greater than 2.000 will be considered to be making satisfactory progress. The academic status of these students is "Good Standing." All students receiving an academic warning or who are on academic probation because of low grades are strongly encouraged to take advantage of The Learning Center. Calvary has provided The Learning Center to help students be successful in their academic pursuits.

Success Advisor Program

New students admitted on Academic Probation and current students placed on Academic Probation will be teamed up with a Success Advisor. The Success Advisor will provide focused guidance and assistance to students facing academic challenges and tailor a program designed to help the student succeed.

The Success Advisor will coordinate with the Academic Advisor for students who have been placed in the program. Possible adjustment to schedules, meetings with The Learning Center, and one-on-one Success Advisor meetings are designed to motivate and set students up to succeed and ultimately work themselves off probation. Once a student meets requirements established for removal from probation, the Success Advisor will make recommendations for further improvement and transition out of the advising role for that student. The student will then continue to advise with their regular Academic Advisor. Success advising is only for academic needs and not for emotional issues. Disability Support Services is a separate program, and accommodations will only be set up for students who have applied and have been accepted into the DSS program.

Academic Warning

Students who earn a semester GPA lower than 2.000 while maintaining a cumulative GPA above 2.000 will receive an academic warning. Continued performance of this quality may result in academic probation, but their academic status is “Warning.”

Academic Probation

Students whose cumulative grade point average falls below a 2.000 at any time will have earned the academic status of “Probation.”

Probationary students are subject to academic limitations and restrictions on extracurricular activities such as athletics, drama, and musical groups. No student on academic probation may suit up for athletic games or travel with the team. However, they may practice with the team. Students on probation may not be eligible for Calvary scholarships and may not be eligible for federally funded financial aid. They also may not be a Resident Assistant.

The academic load of probation students will be limited to:

- ✓ 12 hours for students entering on probation
- ✓ 12 hours for students with a cumulative GPA from 1.500 to 1.999
- ✓ 9 hours for students with a cumulative GPA from 1.000 to 1.499
- ✓ 6 hours for students with a cumulative GPA below 1.000

Students placed on academic probation may be required to enroll in GE100 College Life Seminar. They may be required to enroll in this course each semester until their cumulative GPA rises above 2.000. The Academic Probation Committee may state what academic progress will be required for students who cannot get off probation in one semester due to reduced academic load limits. Conditions of the plan will be presented in the probation notice and to the Academic Advisor of the student. Students on such an academic plan must be above 2.000 or higher each term the plan is in place. The plan may not exceed more than three semesters. Students on probation and in danger of academic suspension will not be allowed to register for Cycle One Non-Traditional Studies courses in the fall semester until the Student Academic Plan (SAP) has been determined.

Academic Suspension

Students who earn academic probation for two consecutive semesters at Calvary, who do not have an academic progress plan in place, will have earned the academic status of “Suspension.” Students who fail to accomplish their academic plan for getting off probation will also earn the academic status of “Suspension.” New students who are accepted on academic probation and fail to earn at least a 1.000 cumulative GPA their first semester will be placed on academic suspension. Any student on academic suspension will not be allowed to enroll at Calvary for one semester. When a student re-enrolls, the student will be on probation.

Academic Dismissal

Any student re-enrolling at Calvary after academic suspension, who fails to earn at least a 2.000 semester GPA for the semester in which the student returns, will have earned the academic status of “Dismissal.” A student academically dismissed from Calvary will not be allowed to continue at Calvary. Only if the student earns a minimum of 12 transferable credits

at another accredited college or university, will he/she be considered for re-enrollment at Calvary.

Academic Recognition

Students who have earned 12 or more credit hours from Calvary in any given semester are eligible to receive academic recognition. The *Dean's List* for each semester is composed of those students who achieve a 4.000 semester grade point average. The *Honor Roll* is made up of those students who achieve a semester grade point average of at least 3.500 but less than 4.000.

Academic Year

Traditional college courses in the fall begin the Tuesday following the fourth Monday of August. Spring semester courses begin the Tuesday before the Martin Luther King holiday in January. The start and end dates of the traditional courses are as follows for the duration of this catalog:

Fall 2016: August 23 through December 14 **Spring 2017:** January 10 through May 10

Fall 2017: August 29 through December 20 **Spring 2018:** January 9 through May 9

Note: Students involved in two continuous semesters or terms (Fall/Spring or Spring/Fall) are expected to complete 24 credit hours to be considered full-time.

J-Term - J-Term classes are held the first week of January before the traditional Spring Term begins.

Appeal Process

Appeals for exceptions to academic policies and regulations are to be submitted in writing to the Chief Academic Office, or the Registrar for consideration by the Academic Curriculum Committee. The Chief Academic Office or the Registrar's Office should be contacted regarding procedures and/or forms.

Assignments

Students are responsible for on-time fulfillment of all assignments made by professors. Grades may be reduced for late work. Assignments are to be completed according to accepted standards for research, investigation, reporting, spelling, organization, style, grammar, neatness, and originality.

Attendance

Students are expected to attend all scheduled meetings of courses for which they are registered. A traditional semester lasts for 16 weeks.

For traditional college courses, if a student begins a scheduled course and misses more than the equivalent of two weeks, his/her grade for the course is lowered by one letter grade. A student missing more than the equivalent of three weeks of a scheduled course is administratively withdrawn from the course and receives an AF or AP grade. Some courses meet for less than 16 weeks. The above policy will be prorated based upon the actual meeting schedule of the course.

During J-Term classes, if a student misses more than one day's session of class, he/she will be administratively withdrawn from the course and receive an AW, AF, or AP grade.

In no case is the cessation of class attendance taken as intent to withdraw from a course. In order to officially withdraw from a class, the student must notify the Registrar's Office. (Please see the Refund Policy in the Finances section of this catalog for information about

withdrawing from class.) Classes missed due to official school sponsored events or functions are not considered part of the general absence policy of Calvary.

Tardy Policy

One absence will be assessed for every three times a student is tardy to class for a total of 10 minutes or less (being late to class, leaving early, etc.). Students who are tardy from a class for more than 10 minutes will be assessed one absence for that class.

Short Term Absence

One or two weeks of short-term or compassionate absence will be granted for the death of an immediate family member (spouse, child, parent, sister, brother, or grandparent) or other extenuating circumstances. A student must fill out a Short-Term Absence form and return it to the Student Deans Office. This absence request allows the student to return and finish their coursework before the end of the term. The completing of missed assignments is left to the discretion of the professor. Classes missed as part of short-term absence are not considered part of the general absence policy of the College.

Appeals of Attendance Policy

Student appeals for exceptions to attendance policies are to be submitted in writing to the Chief Academic Office or Registrar for consideration by the Academic Curriculum Committee.

Independent Study/Non-classroom Courses/Applied Lessons

If a student begins a course and misses two due dates, his/her grade for the course is lowered by one letter grade. If a student misses a third assignment due date, he/she is administratively withdrawn from the course and receives an AF or AP grade.

If a student takes a non-classroom course, regular contact with the instructor will be arranged by the instructor and expected. Contact with the student may be through face-to-face meetings in the instructor's office, through phone calls, Skype, Google Drive, emails or other electronic means. The instructor will have the authority to choose the method of interaction. An instructor's direction and interaction with the leader of an internship or project will also be considered teaching contact.

If a student begins an applied music lesson course and is unable to attend a lesson, he/she is responsible to make arrangements with the instructor to make up the lesson or it will be considered an absence. If a student has two absences, his/her grade for the course is lowered by one letter grade. If a student has a third absence, he/she is administratively withdrawn from the course and receives an AF or AP grade.

Auditing / Personal Enrichment

Auditing a class is open to any degree student currently enrolled in a class for credit. Auditors attend class under the regular class attendance policies. They are not required to take examinations, quizzes, or do other projects that may be assigned. At the discretion of the professor, auditors do not participate in class discussions or have assignments graded. Academic credit is not received and hours are not computed in the grade point average. A class being audited may not be changed to being taken for credit after the last day to add a class. Only regularly scheduled classroom courses may be audited and then only for the hours

for which the course is scheduled. Not all courses are available for audit. Private lessons may not be taken for audit or personal enrichment. Students are to register for classes online, then go to the Registrar's Office to request the class be changed to audit status.

Taking a class for personal enrichment follows the same guidelines as auditing a class with two exceptions. First, the person does not have to be a degree student. Second, attending the class does not generate an academic record. Therefore, there are no transcripts for classes taken for personal enrichment. A certificate of attendance may be issued at the end of the course for those successfully completing the course for personal enrichment. Please note that a non-degree student may not pay the degree student rate for personal enrichment, but rather must pay the rate for someone who is not a student. Online registration is not available for personal enrichment participants. Forms are available at the Registrar's Office.

College Life Seminar

College Life Seminar is designed to help students adjust to college life, to gain an understanding of the philosophy and goals of the College, to learn how to obtain the most out of their courses, and to learn to organize their time to accomplish their objectives in each course. College Life Seminar (GE100) is a six-week course. Another requirement, Developing a Biblical Worldview (RP100), follows College Life Seminar. This course is designed to teach students how to live according to a biblical worldview. Students on academic probation may be required to retake GE100. There are only three ways that a student may not be required to take College Life Seminar:

1. By having earned credits at another college in an equivalent class which will transfer to Calvary.
2. By having earned a minimum of thirty credit hours at another college with a minimum cumulative GPA of 2.5 (on a 4.0 system).
3. By having the Vice President of Student Services permission to waive or to postpone the class.

Course Cancellations

All course offerings are subject to enrollment minimums. The College reserves the right to cancel classes for which there is insufficient enrollment.

Course Levels and Requirements

Students are to complete all lower-level course requirements before taking higher-level ones. Thus, a student's 100-level course requirements are to be completed before the student takes 200-level courses, 200-level courses are to be taken before 300-level courses, and so on. When circumstances warrant, students may take courses at the next higher level while completing course requirements at a lower level. To take a course two or more levels higher than the student's class year, approval is to be obtained from the course professor, the student's academic advisor, and the Chief Academic Officer.

Course Numbering System

001-099	Pre-college, not-for-credit, or remedial courses
100-199	Freshman level courses
200-299	Sophomore level courses
300-399	Junior level courses
400-499	Senior level courses

Credit Hours

One hour of credit is granted for each hour (50-minute period) a class meets per week for a semester. A semester lasts for 16 weeks (15 weeks for classes and the last week for final examinations). Two semesters or terms equal an academic year.

Declaring a Major

All degree-seeking students are required to declare a professional major by the time they have earned 30 credit hours. Students transferring in 30 or more credit hours are required to declare a professional major upon entrance to Calvary. An undergraduate student can be degree-seeking, have earned less than 30 credit hours, not have declared an official professional major (listed as Undeclared), and still be eligible to receive Federal financial aid. However, failure to follow this policy means that a student becomes ineligible to receive Federal financial aid. A student is required to be accepted into a professional major in order to graduate.

Dual Credit (Undergraduate / Graduate)

Certain circumstances may exist where a student may need to enroll in both undergraduate and graduate courses concurrently. They may do so under the following provisions. 1) The student must apply and be accepted by the Seminary before enrolling in courses. 2) The student must not enroll in more than nine (9) credit hours of graduate credits. 3) The student must need no more than twelve (12) credit hours to receive their undergraduate degree. 4) The student must have and maintain at least a 2.500 cumulative GPA. 5) The student must file the proper paperwork in the Registrar's Office with the signatures of their Academic Advisor, Seminary Dean, and Registrar before enrolling in the courses.

Final Examinations

Faculty administers final examinations in accordance with the schedule issued by the Registrar. Changes or exceptions to this schedule may only be made with the approval of the Chief Academic Office and notification of the Registrar.

Students are to take their final exams during final exam week according to the schedule issued by the Registrar, except for a compassionate absence occurring during final exams. Students with three or more final exams scheduled on one day may, at the discretion of the professor and at no charge, arrange with the Registrar to take all but two of the exams during a scheduled exam period on another day. Appeals for exceptions to this policy are to be submitted in writing to the Chief Academic Office or Registrar **at least** one week prior to the final exam(s). Approvals will be granted only for serious reasons and are charged a \$15 fee for each exam changed. The maximum charges for a semester will be \$45.

First Semester Course Work

To ensure traditional students attending Calvary University have the learning skills required to complete their programs and have academic success, three courses must be taken during the first semester of attendance. All enrolling freshmen and all transfer students will be required to take GE100 College Life Seminar, BI100 Introduction to the Bible, and EN112 College Composition I or EN100 Introduction to College Composition unless these courses transfer from another accredited institution. All transfer students with more than thirty hours from other institutions and not on probation are not required to take GE100. However, they

are required to take BI100 and any English course that hasn't been transferred in from another institution. All incoming students will be required to take an English writing exam to prove their proficiency in handling English grammar and writing. Students who have college transfer credits, official passing CLEP, or AP exam scores sent to Calvary University in College Composition will receive credits on their transcripts for composition, but must still take the proficiency test.

Grading Scale

<u>Grade</u>	<u>Value</u>	<u>Grade Point Value Per Semester Hour</u>
A	100 - 93	4.0
A-	92 - 90	3.7
B+	89 - 87	3.3
B	86 - 83	3.0
B-	82 - 80	2.7
C+	79 - 77	2.3
C	76 - 73	2.0
C-	72 - 70	1.7
D+	69 - 67	1.3
D	66 - 63	1.0
D-	62 - 60	0.7
F	59 - 0	0.0

Explanation of Other Possible Grade Listings

- P** Passing or better work; not figured in the grade point average.
- I** Incomplete; issued only upon approval and for extenuating circumstances; allows the student to complete course work up to six weeks after the end of a term. The grade for the course is lowered by one letter grade. The grade becomes an "F" by default if the course work is not submitted within the six-week period. An "I" is not figured in the grade point average.
- W** 6-week course – Official Withdrawal from a course during the second and through the third weeks of the course; not figured in the grade point average. Also assigned to all courses when a student is expelled from school before the fourth week of classes.
- 8-week course – Official Withdrawal from a course during the second and through the fifth weeks of the course; not figured in the grade point average. Also assigned to all courses when a student is expelled from school before the sixth week of classes.
- 16-week course – Official Withdrawal from a course during the third and through the ninth weeks of the semester; not figured in the grade point average. Also assigned to all courses when a student is expelled from school before the tenth week of classes.

The above policy will be prorated based upon the actual meeting schedule of the course.

AW 6-week course – Unofficial (Administrative) Withdrawal, done after week two, when a student does not begin a course; not figured in the grade point average.
8-week course – Unofficial (Administrative) Withdrawal, done after week two, when a student does not begin a course; not figured in the grade point average.
16-week course – Unofficial (Administrative) Withdrawal, done after week two, when a student does not begin a course; not figured in the grade point average.

The above policy will be prorated based upon the actual meeting schedule of the course.

WF 6-week course – Official Withdrawal from a course during the fourth week and through the end of the course when the course-work-to-date is failing; figured as an “F” in the grade point average. Also assigned to all courses when a student is expelled from school during the fourth week and through the end of the course when course-work-to-date is failing.

8-week course – Official Withdrawal from a course during the sixth week and through the end of the course when the course-work-to-date is failing; figured as an “F” in the grade point average. Also assigned to all courses when a student is expelled from school during the sixth week and through the end of the course when course-work-to-date is failing.

16-week course – Official Withdrawal from a course during the tenth week and through the end of the semester when the course-work-to-date is failing; figured as an “F” in the grade point average. Also assigned to all courses when a student is expelled from school during the tenth week and through the end of the semester when course-work-to-date is failing.

The above policy will be prorated based upon the actual meeting schedule of the course.

AF 6-week course – Unofficial (Administrative) Withdrawal after a student begins a scheduled course when the course-work-to-date is failing; figured as an “F” in the grade point average.

8-week course – Unofficial (Administrative) Withdrawal after a student begins a scheduled course when course-work-to-date is failing; figured as an “F” in the grade point average.

16-week course – Unofficial (Administrative) Withdrawal after a student begins a scheduled course when course-work-to-date is failing; figured as an “F” in the grade point average.

The above policy will be prorated based upon the actual meeting schedule of the course.

WP 6-week course – Official Withdrawal from a course during the fourth week and through the end of the course when the course-work-to-date is passing; not figured in the grade point average. Also assigned to all courses when a student

is expelled from school during the fourth week and through the end of the course when course-work-to-date is passing.

8-week course – Official Withdrawal from a course during the sixth week and through the end of the course when the course-work-to-date is passing; not figured in the grade point average. Also assigned to all courses when a student is expelled from school during the sixth week and through the end of the course when course-work-to-date is passing.

16-week course – Official Withdrawal from a course during the tenth week and through the end of the semester when the course-work-to-date is passing; not figured in the grade point average. Also assigned to all courses when a student is expelled from school during the tenth week and through the end of the semester when course-work-to-date is passing.

The above policy will be prorated based upon the actual meeting schedule of the course.

AP 6-week course – Unofficial (Administrative) Withdrawal after a student begins a scheduled course when the course-work-to-date is passing; not figured in the grade point average.

8-week course – Unofficial (Administrative) Withdrawal after a student begins a scheduled course when course-work-to-date is passing; not figured in the grade point average.

16-week course – Unofficial (Administrative) Withdrawal after a student begins a scheduled course when course-work-to-date is passing; not figured in the grade point average.

The above policy will be prorated based upon the actual meeting schedule of the course.

LA Leave of Absence; requires a student to be out of class for up to 180 days. Students not returning within the 180-day period will be issued an “F” grade for all classes having the “LA” designation.

AU Successful Audit; indicates regular attendance and involvement in an audited course; academic credit is not received and hours are not computed in the grade point average.

WA Withdrawn Audit or Unsuccessful Audit.

Course Grades

Grades become final six weeks after they are posted at end of the semester or cycle in which they were earned. Appeals regarding a grade given in a particular class should first be made to the professor, and then, if satisfactory terms are not reached, further appeal may be made to the Chief Academic Office (within the six weeks following the posting of the grades at the end of the semester or cycle). Appeals to the Chief Academic Office must be in writing.

Request to Complete Course Work/Incomplete

Unavoidable circumstances occasionally make it necessary for a student to request additional time to complete course work for a class after the end of the semester. If it is necessary, the following procedure is to be followed:

- The student completes the Request to Complete Course Work form and obtains the required approval signatures.
- All course work should be completed and submitted to the professor no later than six weeks after the end of the semester.
- By faculty action, the course grade awarded will be lowered one letter grade; exceptions may only be made by the Academic/Curriculum Committee.
- A grade of “I” (incomplete) will be assigned as the course grade until a grade change is processed after completion of the course work. An “I” is not figured in the grade point average.

Grade Point Average

The Calvary grade point average (GPA) is calculated using the following formula: GPA equals total grade points from courses taken at Calvary divided by total credit hours. Total grade points is the sum of the products of the credit hours of each course taken at Calvary times the grade point value of the grade earned in each course (see “Grading System” for grade point values). Total credit hours are the sum of the credit hours taken at Calvary. Pass/Fail courses do not affect total credit hours for the purpose of calculating the GPA. The Calvary GPA is calculated using only courses taken for credit at Calvary. Transfer credit does not affect the Calvary GPA.

Repeating a Course

When a course is repeated for credit, normally both grades are posted and calculated in the semester and cumulative grade point averages. However, under specific circumstances, a student may elect to repeat a course and use only the second grade for calculating the cumulative GPA. The first grade will continue to be printed on the transcript, but will be marked as a repeated course which will not be included in GPA calculations. The student may repeat up to a maximum of 24 credit hours. Only “D”, “F”, “AF”, and “WF” grades may be repeated under this option. In no case when a course is repeated will credit toward a degree be given twice for the same class. The student must choose to elect this option by filling out the appropriate form in the Registrar’s Office. The repeated class must be taken in the same format as the original format (repeat an intensive course with an intensive course, etc.) or with an equivalent course in the traditional format.

Individualized/Independent Study Courses

Individualized courses are exceptional arrangements permitting course credit to be earned for a non-classroom study or for a regularly scheduled classroom course to be taken for additional credit or less credit. For a non-classroom study, the student is to be at least a junior with a cumulative Calvary GPA of 3.000 or above. For a regularly scheduled classroom course for extra credit, the student is to be at least a sophomore with a cumulative Calvary GPA of 2.750 or above. Any student may take a regularly scheduled course for less credit. No more than nine credit hours of non-classroom study or extra credit taken in conjunction with a regularly scheduled course may be used to meet graduation requirements. Written approval for each study is required from the Registrar, the student’s academic

advisor, the professor overseeing and grading the study, and the Chief Academic Officer. Independent Study forms are available in the Registrar's Office.

Online Courses

To register for online courses, students must first meet with their academic advisor for course approval. Online courses may be taken to meet some program requirements. These courses are offered in an 8-week format. Instructors will use "forums" to interact with individuals and all corporate classes on a regular basis. Students will receive points for participating in the "forum" classroom discussion. Online courses are not available for auditing or personal enrichment.

Traditional students are limited in the number of online courses they may take per semester by the following. 1) Traditional students are limited to registering for one online course in Cycles 2 and 3 in the fall semester, and Cycles 1 and 2 in the spring semester. 2) They may register for more than one online course during Cycle 1 in the fall semester, Cycle 3 in the spring semester, and any Cycle that takes place through the summer months. 3) The student is encouraged to take courses in the traditional format whenever possible.

Orientation

New freshmen and transfer students are required to attend the orientation session scheduled just before the start of their first semester at Calvary. This time is used to inform them of College policies and regulations, to introduce them to the faculty, to register them for their first semester of classes, and to provide an opportunity to socialize with fellow students. The Orientation Fee charged for this at registration covers the cost of the sessions and social activities.

English Proficiency

All new students are given an English proficiency examination before the beginning of their first semester. This course is available online and must be taken before classes begin. Students with low scores on the proficiency exam will be required to take EN100 Introduction to College Composition. This course is designed to help students improve their composition skills and enhance their success in the classroom.

Advanced Placement Program

Calvary awards credit for satisfactory scores on Advanced Placement (AP) program examinations. A minimum score of 3 (or higher) is required. An official transcript from the AP program is required in order to be granted credit. AP credit will be accepted only in the first two semesters of enrolling at Calvary. For further information regarding the AP exams, contact a high school counseling office or the Registrar's Office at Calvary.

International Baccalaureate

International Baccalaureate examinations are tests taken as the culmination of a special high school study program. Several of the Higher Level exams count for credit if the score earned is a 5 or higher. Credit for these exams is given on a case-by-case basis upon evaluation by the Registrar's Office.

College Level Examination Program (CLEP)

Students must be accepted to Calvary University, enrolled, and attending course(s) for CLEP credits to be placed on their transcript. CLEP credit is only granted for undergraduate courses meeting minimum score criteria as established by the American Council on Education (ACE). Students must request that an official copy of the test score(s) be sent to Calvary University Registrar’s Office for consideration. Additional considerations:

1. All CLEP credits are recorded as transfer credits with a “P” grade and are not calculated in the student’s grade point average.
2. Students who have CLEP credit(s) on another institution’s transcript and want that credit transferred must request an official copy of the test score(s) to be sent to the Calvary University Registrar’s Office. Credit will only be received if the scores match Calvary University standards.
3. Test date of the CLEP exam must be within the last ten years to be accepted as credit.
4. CLEP test credits may be used only for general education requirements. Calvary University will allow additional foreign language courses to be taken if the student is in a bachelor of arts program.
5. Credits will be awarded based on CLEP minimum scores and Calvary University equivalencies.
6. No CLEP exam may be taken by graduating seniors during their last semester. Fall graduates must take exams before/by September 15; spring graduates before/by January 15.

Information:	Transcripts:
The College-Level Examination Program P.O. Box 6600 Princeton, NJ 08541-6601 609-771-7865 www.collegeboard.com	CLEP Transcript Service P.O. Box 6600 Princeton, NJ 08541-6600 609-771-7865

Educational Experiences in the U.S. Armed Services

Calvary accepts as transfer credits hours of military training deemed to apply to the applicant's degree program at Calvary. *The Guide to the Evaluation of Educational Experience in the Armed Services*, published by the American Council on Education, is used to determine course and credit-hour equivalence.

Registration

Enrollment in a class is not official until the proper registration procedures have been processed through the Registrar's Office and all financial obligations have been paid, or approved arrangements for payment have been made in the Financial Aid Office and Cashier’s Office. A student will be recorded as absent from class until he/she is officially registered.

Early Registration for Next Semester Courses

The College holds early registration for the upcoming semester for currently enrolled students. Early registration for the spring semester will be the first fifteen days of November. Early registration for the fall semester will be the first fifteen days of April. Students who have not met with their academic advisor will not be permitted to register for courses.

Students who fail to register by the deadline will be assessed a late registration fee. Returning students are also responsible for making financial arrangements by the end of the early registration month. Spring arrangements must be made by November 30. Fall arrangements must be made by April 30. Students not making arrangements by those dates will be assessed a fee and may be dropped from registered courses.

Residency Requirement

Students enrolling to complete the certificate program are required to complete all of the course requirements for the certificate at Calvary. Students enrolling to complete an associate's or bachelor's degree must complete at least 32 of their last 41 hours of credit toward their degree at Calvary, no matter how many credits may have been transferred from other colleges earlier in their program. Courses taken to meet program requirements that are not offered at Calvary, and therefore are taken at other schools, are exempt from this residency requirement (e.g., Professional Directed Studies major courses and student teaching courses). All students must still complete at least 32 hours of course work at Calvary in order to receive a degree. Online degree students must complete at least 32 of their last 41 hours of credit toward their degree with Calvary.

Schedule Changes

No course may be added after the end of the first week of classes. Courses may be dropped through the ninth week of classes without any academic penalty. Courses may also be changed from being taken for credit to audit through the ninth week of classes. Students withdrawing or being expelled from a class or school after the ninth week of classes are assigned WP or WF grades.

The untimely death of a current student presents an exception to the stated policy. The deceased student will receive a W grade for all courses not complete. Instructors and the financial aid office will be notified of the student's death, along with the President's Office, the Vice President of Student Services (Dean of Men), the Chief Academic Office, and the Business Office.

Transfer Credit

Students who have studied previously at another college(s) are required to have an official transcript sent to the Admissions Office from each college attended. Transcripts are official only if they are mailed directly to Calvary from the college. The Admissions Office will have the Registrar's Office evaluate the transcripts to determine how many credits will transfer to Calvary. For an accurate evaluation, a major at Calvary must be declared.

Transfer credit may be granted for courses where: (1) a grade of C- or above was earned; (2) the courses are equivalent to and meet degree requirements for the major chosen at Calvary, and (3) the college is accredited by the Association for Biblical Higher Education, the Higher Learning Commission, any regional accrediting agency, or one of the other institutional accrediting agencies recognized by the Council for Higher Education Accreditation (CHEA) and listed by the American Council on Education in its publication, *Directory of Recognized Accrediting Agencies and Supporter of Accreditation*.

Transfer credit does not affect the GPA calculated for courses taken at Calvary, which is calculated using only coursework taken for credit at Calvary.

Students coming to Calvary University from non-accredited institutions may receive up to a maximum of 24 credit hours transferred for Bible courses taken at those institutions.

Systematic and Practical Theology courses are not transferable. Transfer decisions will be made on a case-by-case basis upon review of submitted course descriptions and course syllabi along with educational qualifications of teaching faculty (to be supplied by the student). For credits to be acceptable, the teaching faculty must possess a minimum of a master's degree from an institution accredited by a DOE or CHEA recognized accrediting agency in the area of instruction. Calvary University will only consider approving credit for courses where the student receives a letter grade, and that grade must be a "C-" or higher. "Pass/fail" or "satisfactory/unsatisfactory" grades are not transferable to Calvary.

Credits will be transferred after the student is accepted to Calvary and has supplied ALL the required documentation:

- (1) From Accredited Institutions: Official transcripts
- (2) From Non-Accredited Institutions: Official transcripts, course syllabi, and instructor credentials.

The Registrar's Office will provide syllabi and instructor credentials to the Bible and Theology Department Chair for review. Upon recommendation of the College faculty and approval by the ACC, the courses will be placed on the student's Calvary transcript. The Registrar will notify the student of their credit transfer status once the review is complete.

Bible Language courses from non-accredited institutions are transferable but will only be accepted after the student passes a proficiency exam taken at Calvary University. The student must supply the course descriptions and course syllabi along with the educational qualifications of teaching faculty.

General Education or Professional Education courses from non-accredited institutions will not be transferable. Students are encouraged to prove proficiency in General Education subjects through taking CLEP exams (see section on credits by examination).

Because of state certification requirements, the Education Department has special rules regarding transfer credits. See the department description in the Program of Study section of this catalog.

Distance Learning Courses

College-level distance education courses are to meet the same transfer credit requirements as other transfer courses. Certificate students may only take distance education courses from Calvary University. Any credit(s) to be transferred to Calvary (including distance education courses) from other institutions granting college-level academic credit are to be completed and official transcripts received by the Registrar's Office no later than the Wednesday prior to Commencement. Students who need to transfer a significant number of hours from other institutions to achieve a major or minor requirement are advised to schedule these courses beginning in their sophomore year so as not to delay graduation.

Articulation Agreements

Calvary University has reciprocal articulation agreements with other colleges which allow students to seek degrees not completely offered at Calvary. Calvary has articulation agreements with the following institutions:

[Johnson County Community College; Overland Park, KS](#)

[Kansas City Kansas Community College; Kansas City, KS](#)

[Metropolitan Community College; Kansas City, MO](#)

[University of Central Missouri; Warrensburg, MO](#)

[University of Missouri-Kansas City, College of Arts and Sciences; Kansas City, MO](#)

In addition, Calvary University has program-specific agreements with the following institutions:

Graduate Institute of Applied Linguistics; Dallas, TX

To fulfill the degree requirements for the BA PDS: Linguistics, Calvary accepts grades and credits awarded by the Graduate Institute of Applied Linguistics (GIAL) for courses in which the student was authorized by Calvary's Registrar to enroll.

School of Missionary Aviation Technology; Ionia, MI

To fulfill the degree requirements for the BS PDS: Airframe & Power Plant Mechanics, Calvary recognizes 42 semester hours of credit from the School of Missionary Aviation Technology (SMAT), for completing and earning a certificate in Airframe and Power Plant Mechanics (A & P Program) from SMAT for which the student was authorized by Calvary's Registrar to enroll in and attend.

To fulfill the degree requirements for the minor in Aviation Flight Training, Calvary recognizes 15 semester hours of credit from the School of Missionary Aviation Technology (SMAT) for completing and earning a certificate in Aviation Flight Training from SMAT for which the student was authorized by Calvary's Registrar to enroll in and attend.

Children's Ministries Institute; Warrenton, MO

To fulfill the degree requirements for the AA in Children's Ministry, BS in Ministry Studies: Children's Ministry, or the minor in Children's Ministry, Calvary accepts grades and awards 15 credit hours awarded by Children's Ministries Institute (CMI), for the approved CMI program, located in the Calvary catalog, in which the student was enrolled by Calvary's Registrar.

Pyeongtaek, University; Pyeongtak, South Korea

To encourage student exchanges between the Music Departments and collaborative music-related ventures such as summer music camps. Transfer credits for Calvary students studying at Pyeongtaek University are subject to existing transfer credit requirements as published in the College catalog. Credits transferred from Pyeongtaek University may not exceed 24% of the student's program.

Education Services Agreement

US Army Training & Doctrine Command; Fort Eustis, VA

To fulfill the degree requirements for the BS PDS: Military Science, Calvary has an Education Service Agreement with the US Army Training & Doctrine Command in which students enrolled by Calvary's Registrar for the approved Military Science program listed in the Calvary catalog attend Missouri Western University in St. Joseph, MO.

While Enrolled at Calvary University

Students desiring to transfer course work to Calvary by completing course work elsewhere while they are enrolled at Calvary are to obtain approval through the Registrar's Office before beginning that course work. This applies to students who are pursuing a degree in a non-traditional format as well as those taking courses traditionally.

Withdrawal from School

Procedure for (Official) Withdrawal

Withdrawal during the semester is generally inadvisable. However, unavoidable circumstances occasionally make it necessary. If it is necessary for a student to officially withdraw, the following procedure is to be followed:

- The matter should be discussed with the student's Academic Advisor, the Vice President of Student Services, or the Assistant Dean of Student Services.
- An official withdrawal form should be picked up in the Registrar's Office.
- Clearance from the Student Services department, the student's Academic Advisor, the Library, the Business Office, and the Financial Aid Office are to be obtained and the completed form returned to the Registrar's Office.

Students are on record until they complete all withdrawal procedures. All pertinent school regulations are binding until withdrawal procedures have been completed. In no case is the cessation of class attendance taken as intent to withdraw from school.

Administrative (Unofficial) Withdrawal

An administrative, or unofficial, withdrawal from school is initiated by the administration. The withdrawal procedures are completed by the administration (see the Grading Scale and Class Attendance policy).

Expulsion (Official Withdrawal)

An expulsion from school is considered an Official Withdrawal for grading purposes. The withdrawal procedures are completed by the administration and the student (see the Grading Scale and Standards of Conduct).

Temporary Withdrawal—Leave of Absence

When a student needs to withdraw from classes for a short period of time, a "Leave of Absence" status may be granted to the student. A "Leave of Absence" is issued only upon approval and for extenuating circumstances (family sickness, personal medical emergency, financial emergency, etc.) which requires a student to be out of class for up to 180 days in a 12-month period. Students not returning within the 180-day period will be issued an "F" grade for all classes having the "LA" designation. They will also be considered withdrawn from the college.

Students applying for a leave of absence must:

1. Obtain a leave of absence consumer information sheet from the Registrar's or Financial Aid Office.
2. Submit a request in writing at least one week in advance of the requested start date (if possible).
3. State the reason(s) for the request.
4. Provide assurance of intent to return to school should the request be granted.
5. Request the start and end dates of the leave of absence.
6. Submit their request to the Registrar's Office.
7. Upon return from leave of absence, resume program at the point left.

Military Personnel

Military personnel who are activated and/or deployed will be granted a "Leave of Absence" with conditions established on a case-by-case basis, depending on their deployment circumstances. Military spouses and dependents may apply for a standard "Leave of Absence."

Readmission Procedure

Students who do not maintain continuous enrollment in the College are required to apply for readmission through the Admissions Office. Students not enrolled for more than one semester are required to meet graduation requirements from the catalog in effect at the time they re-enroll.

GRADUATION REQUIREMENTS

Application for Degree or Certificate

In order to graduate and participate in Commencement, an Application for Degree or Certificate is to be filed with the Registrar's Office no later than September 1 (or the first Monday after Sept. 1) for fall graduates and February 1 (or first Monday after Feb. 1) for spring graduates.

Catalog Requirement

Students are to meet graduation requirements from the catalog that is in effect at the time of their initial enrollment at Calvary. Students wishing to change to a more recent catalog may do so, provided they are enrolled when that catalog is in effect, and they submit a written request to the Registrar. Students re-enrolling or completing graduation requirements after being out of Calvary University for more than one semester are to meet graduation requirements from the catalog in effect at the time they re-enroll, or their transfer credit is received in the Registrar's Office. By meeting the catalog requirements, a student could earn a certificate, an associate's degree, and then a bachelor's degree from Calvary. The graduate may have a single major, a double major, or a major with a minor.

Christian Character

Calvary University places emphasis on student growth to Christian maturity. Character training is a part of the whole educational program, and failure to achieve an acceptable standard will prevent graduation.

Christian Ministry

Each candidate for graduation is to have successfully completed the Christian ministry requirements as outlined in the *Christian Ministry Handbook*. Those who have not completed this requirement prior to Commencement will not be permitted to participate in Commencement.

Commencement Participation

Commencement exercises are held annually at the conclusion of the spring semester. Participation in these exercises is highly recommended for all graduating students. In cases of hardship in returning for Commencement, candidates who have completed all academic

requirements may present a written request to the Chief Academic Office to be graduated in absentia.

Students participating in Baccalaureate and Commencement exercises are to have completed all of their academic requirements prior to the date of Commencement. Internships are to be completed in the years prior to the year graduation is anticipated. Any credit to be transferred to Calvary (including distance education courses) from other institutions granting college-level academic credit are to be completed and official transcripts received by the Registrar's Office no later than the Wednesday prior to Commencement. Students who need to transfer a significant number of hours from other institutions to achieve a major or minor requirement are advised to schedule these courses beginning in their sophomore year so as not to delay graduation.

Candidates who have not completed their degree requirements as specified above will not be permitted to participate in the Commencement exercises. Candidates who fail a needed course during the semester of Commencement will not be permitted to participate in that Commencement. Students not satisfying these requirements will have to wait and participate in the Commencement exercises following the completion of their degree requirements.

Diplomas will be delivered when all graduation and financial obligations have been met.

Credit Requirements

Students are to complete all course requirements for the professional major or program of study they have selected. The distinctive of the Bachelor of Arts degree is that it requires 12 hours in a biblical or foreign language. All 12 hours are required to be taken in the same language. The Bachelor of Science and Associate of Arts degrees do not require a language.

Doctrinal Understanding

Students who graduate from Calvary shall possess a foundational understanding of the Holy Scripture and Calvary's Doctrinal Statement. This is accomplished by satisfactory completion of 30 credit hours of Bible and Theology.

Financial Obligations

All financial obligations to Calvary are to be paid before a student is issued a degree or certificate. Transcripts (official or unofficial) of a student's academic record will not be issued until all financial obligations are paid.

Grade Point Average

A cumulative Calvary grade point average of 2.000 or above is required for a student to receive a degree or certificate and participate in Commencement.

Graduation Recognition

Awards

The following awards are given annually to honor qualified students:

Academic Major Awards	Delta Epsilon Chi Honor Society
Christian Character Awards	Who's Who Among College Students
Christian Ministries Awards	Zondervan Greek & Hebrew Awards
Excellence in Missions Award	

Honors

Meritorious work toward the baccalaureate degree receives recognition at Awards Chapel and Commencement as follows:

- Graduation with Honors - 3.500–3.649 cumulative grade point average
- Graduation with High Honors - 3.650–3.799 cumulative grade point average
- Graduation with Highest Honors - 3.800–4.000 cumulative grade point average

All work applied toward meeting degree requirements, including transfer work, is considered in figuring the grade point average (GPA) for graduation honors. This combined grade point average, however, may not exceed the cumulative GPA earned at Calvary. Transfer students must have earned at least 32 credit hours at Calvary with a minimum grade point average of 3.500 to qualify for honors recognition.

Second Bachelor's Degree Program

Students who have already received a bachelor's degree from Calvary University or from another regionally accredited institution can broaden their education by earning a second bachelor's degree with a different major. However, students may not earn a second bachelor's degree with a double major. Students may not obtain an academic minor in the second degree. Specific details include:

- A student must have received a four- or five-year bachelor's degree from a regionally accredited institution to be eligible to begin a second bachelor's degree.
- The student must have a minimum grade point average of 2.5 (where A = 4.0) in the last 60 semester hours of their first baccalaureate degree work.
- The student must complete at least 30 credits in his/her major subject area in residence at Calvary University (these hours may not be transferred from another institution) plus any additional courses necessary to qualify a student for a bachelor's degree at Calvary. The combined credit in both degrees must add up to at least 150 credits.
- The subject area of the second degree must be significantly different from the first.
- Students must complete all requirements for the major. If any of these requirements were satisfied in the previous degree, the remainder necessary to complete the minimum 30 credits of new courses should be satisfied with courses related to the major. For purposes of determining what major requirements apply to a given student, the applicable date is the date the student started coursework at Calvary after being admitted into the second undergraduate degree program. A minimum grade point average of 2.0 in all courses taken at Calvary is required for graduation.
- The proposed program must be approved by the Academic Curriculum Committee (ACC) and the appropriate faculty advisor.

To qualify for academic honors in a second bachelor's degree, the student must complete at least 45 new credits at Calvary with the requisite grade point average.

All students need to be aware of what is entailed in a second bachelor's degree. Before beginning work or considering options toward a second degree, each student should consult an academic advisor. Advisors will be glad to explain the requirements for a second bachelor's degree and clarify its limitations.

ACADEMIC RECORDS

Academic Transcript

An academic record or transcript is kept for each student in the Registrar's Office. All grades earned by the student at Calvary are posted on the student's academic transcript. The academic transcript also shows the credits transferred from other colleges that apply toward meeting the student's degree requirements at Calvary and, for NTS bachelor's degree students, credit earned through portfolio assessment. Credits from other colleges that do not meet Calvary's degree requirements are not posted.

At the end of each semester, the courses for which the student officially enrolled at Calvary, the grades earned, and the grade point average are recorded. Only courses dropped during the first two weeks of a semester are omitted. Cumulative hours attempted and earned at Calvary as well as the cumulative Calvary grade point average are listed following each semester's listing of courses and grades.

Transcript Requests

Federal law requires that all transcript requests be made in writing and signed by the student. Transcript Request Forms are available in the Registrar's Office or can be downloaded from the Calvary website (www.calvary.edu). Requests submitted by FAX are acceptable if they bear the student's signature and include credit card information to cover the fee. Requests for a transcript should include:

The student's name and, if applicable, maiden name

Official signature

Date of last attendance or degree earned with date of graduation

Birth date

Social Security number

A fee of \$5.00 is charged each time an academic transcript (official or unofficial) is requested from Calvary. Payment must accompany the request. Official transcripts bearing Calvary's seal are sent directly to the institution or organization designated by the student. Faxed transcripts are not considered as official by Calvary University or by most institutions or organizations receiving them. Only unofficial transcripts are issued to students. Transcripts are issued in their entirety, and no partial transcript will be issued. Transcripts, official or unofficial, will not be released if the student's financial account is not current.

Current students have access to prior grade reports through the online registration system. The system is password protected and available to all students who are not on either Business or Academic hold. These reports do not fulfill the requirement of an official transcript. The Registrar's Office can supply students with a verification of enrollment letter which will provide needed information for family insurance companies (health and auto).

Requests for transcripts should be sent well before the date that they are due to other institutions or organizations. The Registrar's Office attempts to mail transcripts within two business days of the date they are received. Reception of transcripts by receiving parties depends upon the accuracy of information found on the request form, the handling of mail by the receiving institution or organization, and the accuracy of payment information received by the Registrar's Office. Incorrect information will produce delays.

NON-TRADITIONAL STUDIES PROGRAM

The Non-Traditional Studies (NTS) program consists of courses similar or equivalent to the courses offered in the traditional program. There are many additional courses available

in the NTS format. NTS courses differ from traditional courses in their method of delivery. Three delivery systems are available: intensive, online, and independent study courses.

Intensive Courses

A student must be at least 21 years of age to register for an intensive course. To register for intensive courses, students must first meet with their academic advisor for course approval. Intensive courses are designed to fit the adult student's lifestyle because they are offered in the evening. Classes meet one night a week for six weeks. A variety of courses are offered in the intensive format and may be used to complete traditional or NTS degree programs. The deadline for enrollment in intensive courses is one week before courses begin. This allows the student time to print syllabi, order textbooks, complete initial work, and make financial arrangements for the course. Students who have not made financial arrangements will be dropped from the course.

Online Courses

To register for online courses, students must meet with their academic advisor for course approval. Students taking online courses for the first time must take the Online Ability Assessment found at <http://www.calvary.edu/bible-college/adult-students/onlineassessment/>. Upon completion, results must be copied and pasted into an email to be sent to the Dean of Online Studies for approval. Online courses may be taken to meet some program requirements. These courses are offered in an 8-week format. Instructors will use "forums" to interact with individuals and all corporate classes on a regular basis. Students will receive points for participating in the "forum" classroom discussion. Online courses are not available for personal enrichment.

Individualized/Independent Study

Individualized courses are exceptional arrangements permitting course credit to be earned for a non-classroom study or for a regularly scheduled classroom course to be taken for additional credit or less credit. Non-traditional students must be at least a junior with a cumulative Calvary GPA of 3.000 or above or a new transfer student with a cumulative GPA of 3.000 on all accepted transfer credits. No more than nine credit hours of non-classroom study or extra credit taken in conjunction with a regularly scheduled course may be used to meet graduation requirements. Written approval for each study is required from the Registrar, the student's academic advisor, the professor overseeing and grading the study, and the Chief Academic Officer. Independent Study forms are available in the Registrar's office. Special consideration may be given to students in their final year of study who do not meet the GPA requirement.

NON-TRADITIONAL STUDIES POLICIES

Attendance

Intensive Courses

Students are expected to attend all scheduled meetings of courses for which they are registered. An Intensive lasts for 6 weeks.

If a student begins a course and is unable to attend a class, he/she is responsible to make arrangements to have the class audio-recorded by contacting the class instructor no later than 4:00 p.m. on the day of class. This option is available only once per course. The student is to

listen to the recording and write a short review (2-3 pages) to be turned into his/her professor the following week. If a student fails to notify the instructor or the Registrar's office by 4:00 pm, it will result in his/her course grade being lowered by one letter grade.

If a student misses more than one night of class, he/she will be administratively withdrawn from the course and receive an AF or AP grade.

In no case is the cessation of class attendance taken as intent to withdraw from a course. Classes missed due to official school-sponsored events or functions are not considered part of the general absence policy of Calvary.

Tardy Policy

Students arriving after 6:15 p.m. are counted tardy. Students arriving after 6:30 are counted absent. Students leaving class before the instructor has dismissed the class will be counted tardy. Two tardies count as one absence.

Online Courses

Online courses are considered Distance Education. Students must actively participate in an academically related activity on a weekly basis in order to be marked present in an online class. Examples of academically-related activities include, but are not limited to: contributing to an online forum, completing a quiz or exam, completing an assignment within the current online course system. Attendance is created programmatically through academic activity based on submissions within the online course system. Failure to submit academic activity for two subsequent weeks in any given online course will result in automatic administrative withdrawal from said course.

Students who experience issues which may result in missing two weeks should consult with the Registrar's Office to see if they qualify for a Leave of Absence.

Independent Study

Independent Study courses are considered Distance Education. Students are required to submit work according to the schedule attached to the course syllabus. Students are required to have interaction with the course instructor during the length of the course.

If a student takes a non-classroom course, regular contact with the instructor will be arranged by the instructor and expected. Contact with the student may be through face-to-face meetings in the instructor's office, via phone calls, Skype, Google Drive, emails or other electronic means. The instructor will have the authority to choose the method of interaction. An instructor's direction and interaction with the leader of an internship or project will also be considered teaching contact.

Work submitted after the due date will be penalized one letter grade by the instructor. Penalties for illness or other unavoidable matters are at the discretion of the instructor. Students missing two due dates will be removed from the course and assigned an AF or AP grade. Students who experience issues which may result in missing two due dates should consult with the Registrar's Office to see if they qualify for a Leave of Absence.

Compassionate Absence

One week of compassionate absence will be granted for the death of an immediate family member (spouse, child, parent, sister, brother, or grandparent). A student must fill out a Compassionate Absence form and return it to the Registrar's office. The completing of

missed assignments is left to the discretion of the professor. Classes missed as part of a compassionate absence are not considered part of the general absence policy of the college.

Appeals of Attendance Policy

Student appeals for exceptions to attendance policies are to be submitted in writing to the Chief Academic Officer or to the Registrar for consideration by the Academic Curriculum Committee.

Transfer Policy

See transfer credit policy in the Academic Policies section of this catalog.

Academic Year Cycles

The NTS academic year consists of two semesters of 24 weeks each. The fall semester of each academic year begins on July 1 and concludes in December. The spring semester begins on January 1 and concludes on June 30. Each semester consists of three cycles, - six weeks per each intensive course and eight weeks for online courses.

Intensive Course Cycles

Fall 2016

Cycle One

Monday, July 11 - August 15
Tuesday, July 12 - August 16
Thursday, July 7 - August 11

Cycle Two

Monday, August 29 - October 10
Tuesday, September 6 - October 11
Thursday, August 25 - October 6

Cycle Three

Monday, October 31 - December 5
Tuesday, November 1 - December 6
Thursday, October 27 - December 8

Fall 2017

Cycle One

Monday, July 10 - August 14
Tuesday, July 11 - August 15
Thursday, July 6 - August 10

Cycle Two

Monday, August 28 - October 9
Tuesday, September 5 - October 10
Thursday, August 24 - October 5

Cycle Three

Monday, October 30 - December 4

Spring 2017

Cycle One

Monday, January 23 - February 27
Tuesday, January 17 - February 21
Thursday, January 19 - February 23

Cycle Two

Monday, March 13 - April 24
Tuesday, March 14 - April 25
Thursday, March 16 - April 27

Cycle Three

Monday, May 15 - June 26
Tuesday, May 16 - June 20
Thursday, May 18 - June 22

Tuesday, October 31 - December 5

Thursday, October 26 - December 7

Spring 2018

Cycle One

Monday, January 8 - February 19
Tuesday, January 16 - February 20
Thursday, January 18 - February 22

Cycle Two

Monday, March 12 - April 23
Tuesday, March 13 - April 24
Thursday, March 15 - April 26

Cycle Three

Monday, May 14 - June 25
 Tuesday, May 15 - June 19
 Thursday, May 17 - June 21

Online Course Cycles**Fall 2016****Cycle One**

July 6 - August 30

Cycle Two

August 31 - October 25

Fall 2017**Cycle One**

July 5 - August 29

Cycle Two

August 30 - October 24

Cycle Three

October 25 - December 19

Cycle Three

October 26 - December 20

Spring 2017**Cycle One**

January 11 – March 7

Cycle Two

March 8 – May 2

Cycle Three

May 3 - June 27

Spring 2018**Cycle One**

January 10 – March 6

Cycle Two

March 7 – May 1

Cycle Three

May 2 - June 26

Portfolio**Notebook**

Students assemble a Portfolio notebook summarizing their formal academic education and professional work and/or life experiences. The student will receive detailed instructions for compiling their portfolio notebook from the Registrar's office.

Each student is required to write a Prior Learning Assessment as part of the requirements for the portfolio. If additional portfolio assessment credit is needed, this and/or other Prior Learning Assessments may be submitted to the Registrar's office to petition for portfolio assessment credit any time before graduation.

Credit

Up to 22 of the 126 total semester hours required for the degree may be earned from writing Prior Learning Assessments and providing documentation of professional school attendance or training not already transcribed. The number of portfolio assessment credits needed, not to exceed the maximum of 22 semester hours, varies with each student and is listed on the student's program planner along with his other completed degree requirements.

Credit hours earned through portfolio assessment are recorded as transfer credits on the student's transcript. The Registrar, Chief Academic Officer, and/or the student's advisor will advise the student in completing this phase of the program.

Categories of General Education

The following are different categories of general education. Specific subjects are listed in their appropriate category. This list is a guide (which is neither exhaustive nor exclusive) to help the student and advisor arrive at a final plan to complete requirements for an NTS degree.

Communications

Courses may be taken from the areas of composition, grammar, rhetoric, and speech.

Fine Arts

Courses may be taken from the areas of art, drama, foreign language, journalism, and music.

Literature

Courses may be taken from the area of literature, particularly American or British literature.

Natural Science

Courses may be taken from the areas of astronomy, biology, botany, chemistry, geology, human anatomy and physiology, physical science, physics, and zoology.

Mathematics

Courses may be taken from the area of mathematics.

Religion & Philosophy

Courses may be taken from the areas of apologetics, contemporary theology, ethics, philosophy, survey of theology, and world religions.

Social and Behavioral Science

Courses may be taken from the areas of anthropology, introductory business, economics, geography, political science, psychology, and sociology.

History

Courses may be taken from any area of history.

Physical Education

Courses may be taken from any area of physical education, including sports.

General Education Electives

Courses may be taken from the areas listed above as well as physical education. “Skills” courses may only be used for general education electives.

PROGRAMS OF STUDY

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ACADEMIC DEPARTMENTS

Calvary has nine academic departments within the college. All undergraduate degrees are designed to develop Christian character and a biblical worldview through the consistent outworking of biblical truth. Our programs of study will give you a foundation for professional and academic growth while developing critical thinking skills, written and verbal communication skills, and preparing for graduate level education.

**PROFESSIONAL BACCALAUREATE
MAJORS OFFERED**

Advanced Biblical Studies

Biblical Counseling

- Addictions
- Human Trafficking

Business Administration

- Management
- Organizational Leadership
- Marketing

Education

- Elementary
- Secondary

Interdisciplinary Studies (*formed by combining two of the following minors*)

- Advanced Biblical Studies
- Pastoral Ministry
- Biblical Counseling
- Personal Training
- Business Administration
- Theatre Arts
- Children’s Ministry
- Youth Ministry
- Music
- Organizational Leadership

Ministry Studies

- Children’s Ministry
- Youth Ministry
- Intercultural Studies
- Youth Ministry – Worship Arts
- Pastoral Ministry B.A.
- Pastoral Ministry B.S.

Music Education

- Instrumental
- Vocal / Choral

Music

- Music Performance & Pedagogy–Keyboard
- Music Performance & Pedagogy–Instrumental
- Music Performance & Pedagogy–Voice
- Worship Arts–Keyboard
- Worship Arts–Voice
- Worship Arts–Guitar

Professional Directed Studies [PDS]

- Airframe & Powerplant Mechanics
- Art
- Computer Science
- Criminal Justice
- English Literature
- English / Creative Writing
- Film & Media Arts
- French
- German
- History
- Journalism & Mass Communications
- Linguistics
- Mathematics
- Military Science
- Photography
- Political Science
- Spanish

Theatre Arts

**PROFESSIONAL ASSOCIATE
MAJORS OFFERED**

- Biblical Studies**
- Children’s Ministry**
- General Studies**
- Information Technology**
- Worship Arts**

**ONE-YEAR CERTIFICATE
CONCENTRATION**

- Bible Track**
- Life Track**
- Worship Arts**

MINORS OFFERED

(See Interdisciplinary Section for information)

- Advanced Biblical Studies
- Aviation Flight Training (PDS)
- Biblical Counseling
- Business Administration
- Children’s Ministry
- Intercultural Studies
- Music
- Organizational Leadership
- Pastoral Ministries
- Personal Training
- Theatre Arts
- Youth Ministry

Bible and Theology Department

Department Chair: Keith Miller, D.Min.

Description:

The Bible and Theology Department provides instruction in the Word of God, the tools necessary for personal study of that Word, the biblical philosophy which provides a solid foundation for living, and the scriptural motivation to put into practice scriptural standards and precepts.

Programs (Director):

- Advanced Biblical Studies, Baccalaureate Degree (Keith Miller)
- Biblical Studies, Associate Degree (Keith Miller)
- Bible Track/Life Track, One-Year Certificate (Keith Miller)

Teaching Faculty:

Dr. Keith Miller, Dr. Neil Nelson, Dr. Thomas Baurain, Dr. Mike Dodds, Joel Williamson, Keith Gibson, Norman Baker and other Adjunct Faculty

Outcomes:

- That students possess basic biblical and theological facts as a foundation for meditation, teaching, and further study.
- That students accurately analyze, interpret, and apply biblical passages in a continuing commitment to personal Bible study.
- That students understand Scripture as the ultimate authority for their worldview and lifestyle.

“Bible” is the distinctive Calvary. Thus, all Calvary baccalaureate degrees include a major in Bible and Theology plus the selection of a professional major. Associate Degrees and the One-Year Certificate also have Bible and Theology requirements.

ADVANCED BIBLICAL STUDIES
Bachelor of Science Degree
Course Requirements
Total Hours: 126

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- | | |
|----------------|--|
| BI100 | Intro to the Bible (1 hour) |
| BI111 | Survey of Old Testament Literature (3 hours) |
| BI112 | Survey of New Testament Literature (3 hours) |
| BI115 | Bible Study/Hermeneutics (3 hours) |
| <i>Pick 1:</i> | BI220 Life of Christ (3 hours) <u>OR</u> |
| | BI224 John (3 hours) |

BI334 Romans (3 hours)

BI343 Genesis (3 hours)

Theology (13 hours)

TH111 Evangelism/Spiritual Life (3 hours)

TH220 Systematic Theology I (3 hours)

TH221 Systematic Theology II (3 hours)

TH222 Systematic Theology III (3 hours)

TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 49 hours

Core (1 hour)

GE100 College Life Seminar (1 hour)

Communications (4 hours)

COM110 Written Research Practicum (1 hour)

COM220 Oral Communication (3 hours)

English (6 hours)

EN112 College Composition I (3 hours)

EN113 College Composition II (3 hours)

Fine Arts (3 hours)

Pick 1: MU110 Music Appreciation (3 hours) OR

TA341 Christ and Creativity (3 hours)

Literature (3 hours)

Pick 1: EN222 British Literature (3 hours) OR

EN223 American Literature (3 hours) OR

EN415 Shakespeare (3 hours)

History (6 hours)

Pick 2: HP221 American History I (3 hours) OR

HP222 American History II (3 hours) OR

HP231 Western Civilization I (3 hours) OR

HP232 Western Civilization II (3 hours) OR

HP238 United States Government (3 hours) OR

HP241 American Military History (3 hours) OR

HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

Pick 1: SC221 Survey of Physical Science (3 hours) AND

SC222 Physical Science Lab (2 hours) OR

SC231 Survey of Biological Science (3 hours) AND

SC232 Biology Lab (2 hours)

Mathematics (3 hours)

Pick 1: MA241 College Mathematics I (3 hours) OR

MA242 College Mathematics II (3 hours) OR

MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

SS223 General Psychology (3 hours)

Religion/Philosophy (3 hours)

RP100 Developing a Biblical Worldview (1 hour)

RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

PE110 Lifetime Fitness (1 hour)

Pick 2: PE Activities (.5/.5 hour)

General Education Electives (10 hours)

PROFESSIONAL EDUCATION – 45 hours

Missions/Ministry Core (3 hours)

IC111 Introduction to Christian Missions (3 hours)

Major (32 hours)

BI459 Advanced Hermeneutics (2 hours)

MS237 Teaching the Bible (3 hours)

Pick 1: COM333 Biblical Communications (for Women) (3 hours)

PM331 Expository Preaching I (for Men) (3 hours)

RP341 Ethics (2 hours)

RP346 Apologetics (2 hours)

RP/TH440 Contemporary Theology (2 hours)

Take 3: RP445 Great Christian Thinkers I

RP445 Great Christian Thinkers II

RP445 Great Christian Thinkers III

BI/BL/TH Electives (15 hours)

Open Electives (10 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor’s degree: 126 hours

Biblical Languages Emphasis

A student majoring in Advanced Biblical Studies may declare an emphasis in “Biblical Languages.” This emphasis fulfills the requirement for a B.A. Degree. There are three additional requirements for this emphasis:

1. The student must take sixteen hours of languages.

2. Eight of the sixteen hours must be a sequence of either:

BL231 Greek I (4 hours) AND

BL232 Greek II (4 hours)

OR

BL471 Hebrew I (4 hours) AND

BL472 Hebrew II (4 hours)

3. The remaining hours are language electives. It is strongly suggested that the student focus on either Greek or Hebrew.

Advanced Biblical Studies Minor - A minor in Advanced Biblical Studies is available. See Interdisciplinary Studies for details.

BIBLICAL STUDIES
Associate of Arts Degree
Course Requirements
Total Hours: 66

BIBLICAL EDUCATION – 17 hoursBible (10 hours)

- BI100 Intro to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)

Theology (7 hours)

- RP100 Developing a Biblical Worldview (1 hour)
- RP/TH114 Survey of Theology (3 hours)
- TH111 Evangelism/Spiritual Life (3 hours)

GENERAL EDUCATION – 29 hoursCore (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (1 hours)

- COM110 Written Research Practicum (1 hour)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
- TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
- EN223 American Literature (3 hours) OR
- EN415 Shakespeare (3 hours)

History (3 hours)

- HP221 American History I (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
- SC222 Physical Science Lab (2 hours) OR
- SC231 Survey of Biological Science (3 hours) AND
- SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
- MA242 College Mathematics II (3 hours) OR
- MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- SS248 Family Living (3 hours)

Physical Education (1 hour)

PE110 Lifetime Fitness (1 hour)

PROFESSIONAL EDUCATION – 20 hours

Missions/Ministry Core (3 hours)

IC111 Introduction to Christian Missions (3 hours)

Major (17 hours)

MS237 Teaching the Bible (3 hours)

RP339 Introduction to Philosophy (2 hours)

RP346 Apologetics (2 hours)

BI/BL/TH Electives (10 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Associate's degree: 66 hours

**BIBLE TRACK
One Year Certificate
Course Requirements
Total Hours: 32**

BIBLICAL EDUCATION – 31 hours

Bible & Theology (17 hours)

BI100 Intro to the Bible (1 hour)

BI111 Survey of Old Testament Literature (3 hours)

BI112 Survey of New Testament Literature (3 hours)

BI115 Bible Study/Hermeneutics (3 hours)

BI220 Life of Christ (3 hours)

RP100 Developing a Biblical Worldview (1 hour)

RP/TH114 Survey of Theology (3 hours)

Bible & Theology Electives (14 hours)

Required Core Course (1 hour)

GE100 College Life Seminar (1 hour)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bible Track Certificate: 32 hours

**LIFE TRACK
One Year Certificate
Course Requirements
Total Hours: 32**

BIBLICAL EDUCATION – 31 hours

Bible & Theology (17 hours)

BI100 Intro to the Bible (1 hour)

BI111 Survey of Old Testament Literature (3 hours)

- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- BI220 Life of Christ (3 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- RP/TH114 Survey of Theology (3 hours)

Open Electives (14 hours)

Required Core Course (1 hour)

- GE100 College Life Seminar (1 hour)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bible Track Certificate: 32 hours

Biblical Counseling Department

Department Chair: Pat Miller, M.S., AABC

Description:

The Biblical Counseling Department exists to train Counseling majors and other students to be able to serve as lay counselors or staff counselors in their church or in other counseling ministries according to a consistently biblical worldview. The department also exists to enhance the training of pastoral, youth ministry, children's ministry, and intercultural majors, as well as to prepare students for further studies in Biblical Counseling at the Seminary and graduate level.

Programs (Director):

- Biblical Counseling, Baccalaureate Degree (Pat Miller)

Teaching Faculty:

Pat Miller, Bill Schlacks, Bill Gibbs, Joa Braga, Barb Bridges, Cheryl Costabile, Ken Tibberts, and other Adjunct Faculty

Concentrations:

The Biblical Counseling Department has two concentrations: (1) Addictions and (2) Human Trafficking.

Philosophy of Counseling:

Calvary believes and maintains that the revelation contained in the Scriptures concerning God, man, and man's problems and their solution is the only adequate foundation on which to build a counseling model that is totally Christian. Therefore, the College teaches and practices a counseling approach and methodology which grows out of biblical principles regarding human growth and development, behavioral changes, and problem-solving. Biblical counseling is understood to be and is practiced in a context of Christian ministry.

Outcomes:

- The student is enabled to articulate a biblical philosophy of counseling.
- The student is challenged to demonstrate the Christian character qualities necessary for a biblical counseling ministry.
- The student is provided with a basic knowledge of the counseling process.
- The student is assisted in identifying people's problems.
- The student is assisted in developing communication skills needed for counseling one-on-one and in small group situations.

(Note: Counseling courses transferred from other academic institutions may or may not transfer for Calvary Biblical Counseling courses. They may transfer as electives. When such a case arises, the Biblical Counseling Program department chair will be called on to help make that decision.)

Electives:

Electives for all Biblical Counseling majors are taught in an intensive class structure.

Internship and Project:

An internship or project may be started early with permission of the department chair but is registered for the semester it is completed.

BIBLICAL COUNSELING
Bachelor of Science Degree
Course Requirements
Total Hours: 126

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Intro to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 49 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
- TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR

- EN223 American Literature (3 hours) OR
- EN415 Shakespeare (3 hours)

History (6 hours)

- Pick 2:* HP221 American History I (3 hours) OR
- HP222 American History II (3 hours) OR
- HP231 Western Civilization I (3 hours) OR
- HP232 Western Civilization II (3 hours) OR
- HP238 United States Government (3 hours) OR
- HP241 American Military History (3 hours) OR
- HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
- SC222 Physical Science Lab (2 hours) OR
- SC231 Survey of Biological Science (3 hours) AND
- SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
- MA242 College Mathematics II (3 hours) OR
- MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- SS324 Human Growth & Development (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
- Pick 2:* PE Activities (.5/.5 hour)

General Education Electives (10 hours)

PROFESSIONAL EDUCATION – 45 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Major (35 hours)

- CO244 Introduction to Biblical Counseling (3 hours)
- CO245 History of Psychological Systems (3 hours)
- CO340 Counseling Youth (3 hours)
- CO345 Marriage and Family Counseling (3 hours)
- CO432 Crisis Counseling (3 hours)
- CO449 Senior Counseling Project (3 hours)
- CO453 Biblical Counseling Internship (3 hours)
- RP341 Ethics (2 hours)
- SS249 Conflict Resolution (3 hours)

Counseling Electives (9 hours)

Open Electives (7 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 126 hours

Biblical Counseling Minor: A minor in Biblical Counseling is available. See Interdisciplinary Studies for details.

Business Administration Department

Department Chair: Victor “Skip” Hessel, Jr., D.M., M.B.A.

Description:

The Calvary Business Administration programs seek to prepare leaders and managers for opportunities in ministry and in secular vocation. Our mission is to equip students to attain professional and ministry goals. Using the Bible as the business administration framework, students learn biblical truth that leads to management success in the following areas:

- Organizational communication
- Leadership
- Legal aspects of management
- Strategy
- Distinctions between for-profit and non-profit organizations
- Promotion of values, products, and services
- Group and team development.

Programs:

- Business Administration, Baccalaureate Degree
 - Management
 - Marketing
 - Organizational Leadership

Teaching Faculty:

Skip Hessel, Jeff Justus, Brian Mason, Cory Trowbridge, Germaine Washington, and other Adjunct Faculty

Outcomes:

- The student understands crucial differences between biblical administration and other systems.
- The student recognizes the foundation for organizational leadership and development.
- The student values the contribution of organizational members and a variety of leadership options to aid employee development.
- The student considers all of the stakeholders in the organization.
- The student demonstrates skill in applying skills to organizations familiar to the student.

BUSINESS ADMINISTRATION - MANAGEMENT
Bachelor of Science Degree
Course Requirements
Total Hours: 126

BIBLICAL EDUCATION – 32 hoursBible (19 hours)

- BI100 Intro to the Bible (1 hour)
BI111 Survey of Old Testament Literature (3 hours)
BI112 Survey of New Testament Literature (3 hours)
BI115 Bible Study/Hermeneutics (3 hours)
Pick 1: BI220 Life of Christ (3 hours) OR
BI224 John (3 hours)
BI334 Romans (3 hours)
BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
TH220 Systematic Theology I (3 hours)
TH221 Systematic Theology II (3 hours)
TH222 Systematic Theology III (3 hours)
TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 49 hoursCore (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN223 American Literature (3 hours) OR
EN323 British Literature I (3 hours) OR
EN324 British Literature II (3 hours) OR
EN415 Shakespeare (3 hours)

History (6 hours)

- Pick 2:* HP221 American History I (3 hours) OR
HP222 American History II (3 hours) OR
HP231 Western Civilization I (3 hours) OR
HP232 Western Civilization II (3 hours) OR
HP238 United States Government (3 hours) OR

- HP241 American Military History (3 hours) OR
- HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
- SC222 Physical Science Lab (2 hours) OR
- SC231 Survey of Biological Science (3 hours) AND
- SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
- MA242 College Mathematics II (3 hours) OR
- MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- Pick 1:* SS223 General Psychology (3 hours) OR
- SS248 Family Living (3 hours) OR
- SS249 Conflict Resolution (3 hours) OR
- SS324 Human Growth & Development (3 hours) OR
- SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
- Pick 2:* PE Activities (.5/.5 hour)

General Education Electives (10 hours)

PROFESSIONAL EDUCATION – 45 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Major (30 hours)

Core Requirements:

- AC335 Accounting for Managers (3 hours)
- BU305 Business Statistics (3 hours)
- MS322 Administrative Process (3 hours)
- OL435 Organizational Behavior (3 hours)
- OL443 Strategic Management (3 hours)
- BU449 Senior Project (3 hours)

Business Management:

- BU330 Essentials of Management (3 hours)
- BU350 Human Resources Management (3 hours)
- OL448 Cutting Issues in Management (3 hours)

Open Electives (12 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor’s degree: 126 hours

BUSINESS ADMINISTRATION - MARKETING
Bachelor of Science Degree
Course Requirements
Total Hours: 126

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Intro to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 49 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
- TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN223 American Literature (3 hours) OR
- EN323 British Literature I (3 hours) OR
- EN324 British Literature II (3 hours) OR
- EN415 Shakespeare (3 hours)

History (6 hours)

- Pick 2:* HP221 American History I (3 hours) OR
- HP222 American History II (3 hours) OR
- HP231 Western Civilization I (3 hours) OR
- HP232 Western Civilization II (3 hours) OR
- HP238 United States Government (3 hours) OR

- HP241 American Military History (3 hours) OR
- HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
- SC222 Physical Science Lab (2 hours) OR
- SC231 Survey of Biological Science (3 hours) AND
- SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
- MA242 College Mathematics II (3 hours) OR
- MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- Pick 1:* SS223 General Psychology (3 hours) OR
- SS248 Family Living (3 hours) OR
- SS249 Conflict Resolution (3 hours) OR
- SS324 Human Growth & Development (3 hours) OR
- SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
- Pick 2:* PE Activities (.5/.5 hour)

General Education Electives (10 hours)

PROFESSIONAL EDUCATION – 45 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Major (30 hours)

Core Requirements:

- AC335 Accounting for Managers (3 hours)
- BU305 Business Statistics (3 hours)
- MS322 Administrative Process (3 hours)
- OL435 Organizational Behavior (3 hours)
- OL443 Strategic Management (3 hours)
- BU449 Senior Project (3 hours)

Business Marketing:

- BU332 Marketing Principles (3 hours)
- BU430 Marketing Research (3 hours)
- OL334 Non-Profit Marketing (3 hours)

Open Electives (12 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor’s degree: 126 hours

BUSINESS ADMINISTRATION – ORGANIZATIONAL LEADERSHIP
Bachelor of Science Degree
Course Requirements
Total Hours: 126

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Intro to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 49 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
- TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN223 American Literature (3 hours) OR
- EN323 British Literature I (3 hours) OR
- EN324 British Literature II (3 hours) OR
- EN415 Shakespeare (3 hours)

History (6 hours)

- Pick 2:* HP221 American History I (3 hours) OR
- HP222 American History II (3 hours) OR
- HP231 Western Civilization I (3 hours) OR
- HP232 Western Civilization II (3 hours) OR
- HP238 United States Government (3 hours) OR

- HP241 American Military History (3 hours) OR
- HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:*
- SC221 Survey of Physical Science (3 hours) AND
 - SC222 Physical Science Lab (2 hours) OR
 - SC231 Survey of Biological Science (3 hours) AND
 - SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:*
- MA241 College Mathematics I (3 hours) OR
 - MA242 College Mathematics II (3 hours) OR
 - MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- Pick 1:*
- SS223 General Psychology (3 hours) OR
 - SS248 Family Living (3 hours) OR
 - SS249 Conflict Resolution (3 hours) OR
 - SS324 Human Growth & Development (3 hours) OR
 - SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
- Pick 2:* PE Activities (.5/.5 hour)

General Education Electives (10 hours)

PROFESSIONAL EDUCATION – 45 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Major (30 hours)

Core Requirements:

- AC335 Accounting for Managers (3 hours)
- BU305 Business Statistics (3 hours)
- MS322 Administrative Process (3 hours)
- OL435 Organizational Behavior (3 hours)
- OL443 Strategic Management (3 hours)
- BU449 Senior Project (3 hours)

Organizational Leadership:

- BU350 Human Resource Management (3 hours)
- OL311 Foundations of Organizational Leadership (3 hours)
- OL333 Case Studies in Leadership (3 hours)

Open Electives (12 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor’s degree: 126 hours

Education Department

Department Chair: Rose H. Henness, M.A.C.E.

Description:

Calvary University has been preparing teachers for private and international schools for over forty years. In 2010 the Education Department began offering Missouri State Certification, which has expanded its sphere of impact. Teachers prepared at Calvary serve as effective teachers in public, private, and international schools.

Mission:

The mission of the Education Department is to prepare highly effective teacher candidates who are capable of meeting the diverse learning needs of students in the 21st century classroom.

Programs (Director):

Calvary University educator preparation programs have been approved by the Missouri State Board of Education in the following certification areas:

- Baccalaureate Degrees
 - Elementary (Grades 1-6): (Maria Russo)
 - Secondary (Grades 9-12): Social Studies (Rose Henness)
 - Music Education: Vocal - Grades K-12 (Dr. Tom Stolberg)
 - (see Music Department guidelines)
 - Music Education: Instrumental - Grades K-12 (Dr. Tom Stolberg)
 - (see Music Department guidelines)

Successful completion of one of these education preparation programs will position the student to be eligible to apply for Missouri State Teacher Certification and Association of Christian Schools International (ACSI) certification.

Faculty:

Rose H. Henness, Anthony Brenchley, and Maria Russo

Outcomes:

Graduates of the educator preparation program will:

- Articulate a biblical philosophy of education formed through a foundational understanding of the Scriptures.
- Actively value human diversity in the way they relate to others in the world in which they live, work, and serve.
- Possess strong content knowledge with the inclination to continue to acquire new skills and knowledge.
- Use instructional technology proficiently.
- Demonstrate the ability to use their knowledge and skills to teach effectively.
- Research, analyze, synthesize and evaluate new information, points of view, and instructional practices.

Guidelines for Education Majors

Completing a major in Education requires two sets of specifications: (1) completion of the degree, and (2) meeting Missouri certification requirements. A student can declare the major at any time, but in order to enroll in upper division education coursework, the student must first be admitted to the educator preparation program. Declaration of a major DOES NOT constitute admission to the teacher education program.

Admission to the Educator Preparation Program:

- Application to an Educator Preparation Program (EPP) is a requirement of the State of Missouri. Education majors should apply no later than the second semester of their sophomore year. Application forms for admission to the EPP may be obtained from the Education Department Chair or from the department's website.
- At the time of application the Education major must meet multiple standards for admission including grade point average requirements, Missouri state examination requirements, and positive recommendations from faculty and field experiences. Further information on the application/admission process and specific requirements can be found in the EPP Student Handbook.
- Students may not enroll in 300-level education coursework until they are admitted to the education preparation program. Students who fail to complete all requirements for certification within a seven-year period must re-apply for admission under the policies and regulations that are in effect at the time of the new application.

Transfer Students / Change of Majors:

The Education Preparation Program is a professional organization regulated by the Missouri Department of Elementary and Secondary Education (DESE) in addition to the policies of the Education Department and Calvary University. The program requirements are beyond what is expected of most college majors. Education majors must work closely with their academic advisors and Calvary's Certification Officer.

Students who transfer into or change their major to an Education Preparation Program will often need one or more additional semesters beyond a traditional course of study to complete the program.

Coursework completed at other institutions will be considered on an individual basis. Decisions regarding transfer credit will be made based on alignment with the current standards of Calvary's Education Preparation Program. The majority of coursework for each program must be completed at Calvary, especially in the areas of Field and Clinical Experiences.

General Requirements for Teacher Certification Programs:

All education majors must meet the General Education and Bible Education requirements of Calvary University. In addition, the students must meet the following certification requirements:

- Elementary Education (Grades 1-6) students must satisfactorily complete content courses related to the elementary curriculum consistent with Missouri certification requirements. Additional information on current requirements can be found in the EPP Student Handbook.

- All education majors must demonstrate competence in English composition and research. They are required to satisfactorily complete EN112 College Composition I, EN113 College Composition II, and COM110 Written Research Practicum or the equivalent. If the student does not demonstrate writing competence, the department will require the student to seek assistance from The Learning Center and file a Tutorial Form (see Handbook) to receive tutoring/advising.
- All education majors must demonstrate competence in oral communication. This requirement is met by completing COM220 Oral Communications or the equivalent. The student must continue to show strong oral presentation skills in education course work. If the student does not display these skills, the department will complete a Tutorial Form and the student will receive tutoring/advising.
- All education majors must demonstrate competence in basic mathematical operations. In addition to completing the General Education requirements for mathematics, the student must exhibit continued mathematical skills in education coursework. If a student does not show these competencies, the department will complete a Tutorial Form and the student will receive tutoring/advising.

Continuation in the Education Preparation Program:

The student is responsible for monitoring his/her own progress toward completion of the Education Preparation Program at Calvary University. The Education Department faculty will assist the student by providing advising, notices of deadlines, testing requirements, etc. However, the student must monitor and meet the requirements.

Admission to an Education Preparation Program does not guarantee retention in the program and/or eventual Missouri certification. The same criteria considered for admission are monitored each semester. To be retained in the Education Preparation Program, students must maintain appropriate grade point averages (see Handbook). Notification of education students whose grade point averages have fallen below the required level will be given to the program advisor.

- If the student's GPA falls below the required level, but not lower than 2.0, he/she will be notified that he/she has one semester to regain good standing in the Educator Preparation Program. If not, the student will be excluded from the Program.
- If the student's GPA falls below the required level and/or is placed on academic probation, he/she will automatically be excluded from the Educator Preparation Program and will be so informed by the Education Department Chair.
- If the student has been excluded from the Education Preparation Program because of a low overall GPA, reapplication for admission to the program may occur when the required GPA has been retained at Calvary.
- If the student has not demonstrated professional dispositions for teaching as measured by the Professional Disposition form (see Handbook) and has not made required progress, the student may be dismissed from the program.
- A student may appeal his/her exclusion or dismissal from an Education Preparation Program. The appeal must be dated, typed, and provide a clear explanation for the reason(s) for the appeal. Appeals are to be submitted to the Chief Academic Officer (CAO) for review, who will then present it to the Accreditation and Curriculum Committee (ACC). The CAO will notify the student and the Education Department Chair of the ACC's decision in writing.

ELEMENTARY EDUCATION
Bachelor of Science Degree
Course Requirements
Total Hours: 146

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Intro to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 50 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- MU110 Music Appreciation (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
- EN223 American Literature (3 hours) OR
- EN415 Shakespeare (3 hours)

History (6 hours)

- HP221 American History I (3 hours)
- HP222 American History II (3 hours)

Science (10 hours)

- SC221 Survey of Physical Science (3 hours)
- SC222 Physical Science Lab (2 hours)
- SC231 Survey of Biological Science (3 hours)

SC232 Biology Lab (2 hours)

Mathematics (5 hours)

MA241 College Mathematics I (3 hours)

MA242 College Mathematics II (2 hours)

Behavioral/Social Science (6 hours)

SS245 World Geography (3 hours)

SS324 Human Growth & Development (3 hours)

Religion/Philosophy (3 hours)

RP100 Developing a Biblical Worldview (1 hour)

RP339 Introduction to Philosophy (2 hours)

Physical Education (3 hours)

PE110 Lifetime Fitness (1 hour)

PE247 First Aid & Personal Safety (1 hour)

PE248 Health (1 hour)

PROFESSIONAL EDUCATION – 64 hours

Missions/Ministry Core (3 hours)

IC111 Introduction to Christian Missions (3 hours)

Major (61 hours)

ED190 Introduction to Education (2 hours)

ED241 Technology for Teachers (2 hours)

ED247 Foundations of Education (3 hours)

ED252 Field Experience I (1 hour)

ED323 Educational Psychology (3 hours)

ED340 Teaching Elementary Social Studies (3 hours)

ED341 Teaching Elementary Reading (3 hours)

ED342 Teaching Elementary Language Arts (3 hours)

ED343 Teaching Elementary Literature (3 hours)

ED344 Teaching Elementary Science (3 hours)

ED345 Teaching Elementary Mathematics I (3 hours)

ED349 Educational Assessments (2 hours)

ED350 Exceptional Learners (3 hours)

ED352 Reading & Literacy in Elementary School (3 hours)

ED353 Field Experience II (1 hour)

ED434 Teaching Elementary Mathematics II (3 hours)

ED444 Classroom Management (2 hours)

ED445 Reading Assessment & Remediation (3 hours)

ED453 Student Teaching (8 hours)

ED459 Senior Seminar-Education (1 hour)

ED463 Teaching Portfolio (0 hour)

HP238 United States Government (3 hours)

HP251 Missouri State History (3 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the B.S. Degree: 146 hours

SECONDARY EDUCATION
Bachelor of Science Degree
Course Requirements
Total Hours: 144

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Intro to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 50 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- MU110 Music Appreciation (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
- EN223 American Literature (3 hours) OR
- EN415 Shakespeare (3 hours)

History (6 hours)

- HP221 American History I (3 hours)
- HP222 American History II (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
- SC222 Physical Science Lab (2 hours) OR
- SC231 Survey of Biological Science (3 hours) AND

SC232 Biology Lab (2 hours)

Mathematics (3 hours)

MA241 College Mathematics I (3 hours)

Behavioral/Social Science (12 hours)

SS223 General Psychology (3 hours)

SS231 Microeconomics (3 hours)

SS245 World Geography (3 hours)

SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (5 hours)

RP100 Developing a Biblical Worldview (1 hour)

RP339 Introduction to Philosophy (2 hours)

RP341 Ethics (2 hours)

Physical Education (2 hours)

PE110 Lifetime Fitness (1 hour)

PE247 First Aid & Personal Safety (1 hour)

PROFESSIONAL EDUCATION – 62 hours

Missions/Ministry Core (3 hours)

IC111 Introduction to Christian Missions (3 hours)

Major (62 hours)

ED190 Introduction to Education (2 hours)

ED241 Technology for Teachers (2 hours)

ED247 Foundations of Education (3 hours)

ED252 Field Experience I (1 hour)

ED323 Educational Psychology (3 hours)

ED348 Literacy in Content Areas (3 hours)

ED349 Educational Assessments (2 hours)

ED350 Exceptional Learners (3 hours)

ED353 Field Experience II (1 hour)

ED444 Classroom Management (2 hours)

ED446 Reading Interventions (3 hours)

ED448 Teaching in Secondary Schools (2 hours)

ED453 Student Teaching (8 hours)

ED459 Senior Seminar-Education (1 hour)

ED463 Teaching Portfolio (0 hour)

HP231 Western Civilization I (3 hours)

HP232 Western Civilization II (3 hours)

HP238 United States Government (3 hours)

HP251 Missouri State History (3 hours)

SS324 Human Growth & Development (3 hours)

American History Electives (6 hours)

World History Electives (2 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the B.S. Degree: 144 hours

General Studies Department

Department Chair: Tiffany Smith, M.S.

Description:

The General Studies Department develops students who think critically, who engage in the global society, and who communicate their Christian worldview effectively. General education builds a foundation for students to become life-long learners and well-rounded citizens who impact their communities with the truth of God's Word. These objectives are accomplished through completing required general education hours in Communication, English, Fine Arts, Literature, History, Science, Math, Philosophy, and Physical Education.

Teaching Faculty:

Dr. Teddy Bitner, Jeanette Regier, Cory Trowbridge, Dr. Keith Miller, and other Adjunct Faculty

Outcomes:

- Students will be able to gather, analyze, synthesize, and present information through research projects and papers.
- Students will be able to recognize, choose, and apply habits that promote healthy living.
- Students will be able to develop, practice, and portray behaviors that exemplify godly character.
- Students will be able to differentiate between truth and error, and, by so doing, clearly communicate Christian worldviews.

All Calvary baccalaureate degrees include General Education courses, plus a major in Bible and Theology and a professional major. Associate Degrees also have General Education requirements. "Skills" courses may only be used to meet general education elective hours.

GENERAL EDUCATION Associate of Arts Degree Course Requirements Total Hours: 66

BIBLICAL EDUCATION – 17 hours

Bible (10 hours)

- BI100 Intro to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)

Theology (7 hours)

- RP100 Developing a Biblical Worldview (1 hour)

- RP/TH114 Survey of Theology (3 hours)
 TH111 Evangelism/Spiritual Life (3 hours)

GENERAL EDUCATION – 28 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (1 hour)

- COM110 Written Research Practicum (1 hour)

English (6 hours)

- EN112 College Composition I (3 hours)
 EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
 TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
 EN223 American Literature (3 hours) OR
 EN415 Shakespeare (3 hours)

History (3 hours)

- Pick 1:* HP221 American History I (3 hours) OR
 HP222 American History II (3 hours) OR
 HP231 Western Civilization I (3 hours) OR
 HP232 Western Civilization II (3 hours) OR
 HP238 United States Government (3 hours) OR
 HP241 American Military History (3 hours) OR
 HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Religion/Philosophy (2 hours)

- RP339 Introduction to Philosophy (2 hours)

Physical Education (1 hour)

- PE110 Lifetime Fitness (1 hour)

PROFESSIONAL EDUCATION – 21 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Electives (18 hours)

Miscellaneous General Education Electives

Pick at least 1: COM220 or CO244

History Electives

Pick at least 1: HP222, 231, 232, 238, 241, 336

Social Science Electives

Pick at least 1: SS223, 248, 249, 324, 337

Music/Theatre/PE Electives

Pick at least 1: MU, TA, PE

Open Electives

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Associate's degree: 66 hours

GENERAL EDUCATION REQUIREMENTS

All Bachelor Degrees

Total Hours: 49

*Some majors have additional General Education requirements to align with their program objectives.

GENERAL EDUCATION – 49 hours

Core (1 hour)

GE100 College Life Seminar (1 hour)

Communications (4 hours)

COM110 Written Research Practicum (1 hour)

COM220 Oral Communication (3 hours)

English (6 hours)

EN112 College Composition I (3 hours)

EN113 College Composition II (3 hours)

Fine Arts (3 hours)

MU110 Music Appreciation (3 hours) OR

TA341 Christ and Creativity (3 hours)

Literature (3 hours)

Pick 1: EN222 British Literature (3 hours) OR

EN223 American Literature (3 hours) OR

EN415 Shakespeare (3 hours)

History (6 hours)

Pick 2: HP221 American History I (3 hours) OR

HP222 American History II (3 hours) OR

HP231 Western Civilization I (3 hours) OR

HP232 Western Civilization II (3 hours) OR

HP238 United States Government (3 hours) OR

HP241 American Military History (3 hours) OR

HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- Pick 1:* SS223 General Psychology (3 hours) OR
 SS248 Family Living (3 hours) OR
 SS249 Conflict Resolution (3 hours) OR
 SS324 Human Growth and Development (3 hours) OR
 SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
 RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
Pick 2: PE Activities (.5/.5 hour)

General Education Electives (10 hours)

Total credit hours required are at least 49

GENERAL EDUCATION REQUIREMENTS

All Associate Degrees

Total Hours: 28

*Some majors have additional General Education requirements to align with their program objectives.

GENERAL EDUCATION – 28 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (1 hour)

- COM110 Written Research Practicum (1 hour)

English (6 hours)

- EN112 College Composition I (3 hours)
 EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
 TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
 EN223 American Literature (3 hours) OR

EN415 Shakespeare (3 hours)

History (3 hours)

- Pick 1:* HP221 American History I (3 hours) OR
 HP222 American History II (3 hours) OR
 HP231 Western Civilization I (3 hours) OR
 HP232 Western Civilization II (3 hours) OR
 HP238 United States Government (3 hours) OR
 HP241 American Military History (3 hours) OR
 HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Religion/Philosophy (2 hours)

- RP339 Introduction to Philosophy (2 hours)

Physical Education (1 hour)

- PE110 Lifetime Fitness (1 hour)

Total credit hours required are at least 28

GENERAL EDUCATION REQUIREMENTS

One Year Certificates

Course Requirements

Total Hours: 1

GENERAL EDUCATION – 1 hour

Required Core Course (1 hour)

- GE100 College Life Seminar (1 hour)

Ministry Studies Department

Department Chair: Mike Dodds, Th.M., D.Min.

Description:

The Ministry Studies Department program and concentrations are designed to equip students with the essential academic, interpersonal, and practical skills to serve as pastors, associate pastors, and ministry directors in local churches and parachurch organizations. Each program combines extensive classroom instruction by ministry-seasoned professors and supervised ministry experiences (i.e., internships) with experienced ministry leaders in order to give students the necessary biblical and practical understanding of ministry in today's world. The program has multiple concentrations.

Ministry Studies Program and Concentrations (Advisor):

- Ministry Studies, Baccalaureate Degrees
 - Children's Ministry (Dr. Mike Dodds)
 - Intercultural Studies (Joshua Paxton)
 - Pastoral Ministry* (Dr. Mike Dodds)
 - Youth Ministry (Dr. Mike Dodds)
 - Youth Ministry – Worship Arts (Dr. Mike Dodds and Dr. Tom Stolberg)
- Ministry Studies, Associate's Degree
 - Children's Ministry (Dr. Mike Dodds)

Teaching Faculty:

Dr. Mike Dodds, Joshua Paxton, Dr. Tom Stolberg, Children's Ministries Institute Instructors (in partnership with CEF), and other Adjunct Faculty

Outcomes:

- The student has demonstrated the Christian Character qualities essential for Christian ministry.
- The student has demonstrated an understanding of the theology, theories, methodologies, and skills essential for effective Christian ministry leadership.
- The student has developed effective communication skills essential for Christian ministry.
- The student has developed basic interpersonal skills necessary for addressing the spiritual needs of people.
- The student has acquired basic ministry skills under the guidance of a mature, seasoned professional supervisor in the kind of ministry setting anticipated after graduation.

Special Requirements:

- A supervised internship in a ministry setting appropriate to the enrolled emphasis is required for Pastoral Ministry, Intercultural Studies, and Youth Ministry students.
- A Senior Seminar oral examination is required for Pastoral Ministry, Intercultural Studies, and Youth Ministry students.
- A grade of C or higher is required in BL232, Greek II, and in each succeeding Greek course before taking the next level Greek course for Pastoral Ministry students.
- A GPA of 2.5 or higher must be maintained in all Ministry Studies courses for Pastoral Ministry students.

**Children’s Ministry majors require one semester attendance at the Children’s Ministries Institute, Child Evangelism Fellowship, in Warrenton, MO.

CHILDREN’S MINISTRY
Bachelor of Science Degree
Course Requirements
Total Hours: 126

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 49 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
EN223 American Literature (3 hours) OR
EN415 Shakespeare (3 hours)

History (6 hours)

- HP336 Church History (3 hours)
Pick 1: HP231 Western Civilization I (3 hours) OR
HP232 Western Civilization II (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
SC222 Physical Science Lab (2 hours) OR
SC231 Survey of Biological Science (3 hours) AND
SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
MA242 College Mathematics II (3 hours) OR
MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- SS248 Family Living (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
Pick 2: PE Activities (.5/.5 hour)

General Education Requirement (3 hours)

- CO244 Introduction to Counseling (3 hours)

General Education Electives (7 hours)**PROFESSIONAL EDUCATION – 45 hours****Missions/Ministry Core** (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Ministry Studies Core (9 hours)

- MS237 Teaching Bible (3 hours)
MS322 Administrative Process (3 hours)
MS340 Theological Foundations of Ministry (3 hours)

Children's Ministry Track (15 hours)

- CM202 Teaching Children Effectively Level I * (2 hours)
CM203 Teaching Children Effectively Level II * (2 hours)
CM204 Understanding Today's Child * (2 hours)
CM205 Progressive Methods of Child Evangelism * (2 hours)
LD401 Distinctives of CEF * (1 hour)

- LD402 Ministry Strategy & Development * (2 hours)
- LD403 Leadership Essentials * (2 hours)
- Pick 1:* TT301 Dynamics of Teacher Training * (2 hours)
- TT401 Instructor of Teachers * (2 hours)

**Children's Ministry Institute Credits*

Children's Ministry Requirements (3 hours)

- CO338 Counseling Children (3 hours)

Children's Ministry Electives (5 hours)

- Pick 2:* ED323 Educational Psychology (3 hours)
- MS231 Discipleship of Children (2 hours)
- MS330 Discipleship Ministry of the Local Church (3 hours)
- MS453 Children's Ministry Internship (3 hours)

Open Electives (10 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 126 hours

Children's Ministry Minor: A minor in Children's Ministry is available. See Interdisciplinary Studies for details.

CHILDREN'S MINISTRY

Associate's Degree

Course Requirements

Total Hours: 66

BIBLICAL EDUCATION – 17 hours

Bible (10 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)

Theology (7 hours)

- RP100 Developing a Biblical Worldview (1 hour)
- RP/TH114 Survey of Theology (3 hours)
- TH111 Evangelism/Spiritual Life (3 hours)

GENERAL EDUCATION – 28 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (1 hour)

- COM110 Written Research Practicum (1 hour)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
 TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
 EN223 American Literature (3 hours) OR
 EN415 Shakespeare (3 hours)

History (3 hours)

- Pick 1:* HP221 American History I (3 hours) OR
 HP222 American History II (3 hours) OR
 HP231 Western Civilization I (3 hours) OR
 HP232 Western Civilization II (3 hours) OR
 HP238 United States Government (3 hours) OR
 HP241 American Military History (3 hours) OR
 HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Religion/Philosophy (2 hours)

- RP339 Introduction to Philosophy (2 hours)

Physical Education (1 hour)

- PE110 Lifetime Fitness (1 hour)

PROFESSIONAL EDUCATION – 21 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Children’s Ministry Track (15 hours)

- CM202 Teaching Children Effectively Level I * (2 hours)
 CM203 Teaching Children Effectively Level II * (2 hours)
 CM204 Understanding Today’s Child * (2 hours)
 CM205 Progressive Methods of Child Evangelism * (2 hours)
 LD401 Distinctives of CEF * (1 hour)
 LD402 Ministry Strategy & Development * (2 hours)
 LD403 Leadership Essentials * (2 hours)
Pick 1: TT301 Dynamics of Teacher Training * (2 hours)
 TT401 Instructor of Teachers * (2 hours)

**Children’s Ministry Institute Credits*

Ministry Studies Elective (3 hours)

- Pick 1:* MS237 Teaching Bible (3 hours)

- MS322 Administrative Process (3 hours)
- MS340 Theological Foundations for Ministry (3 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Associate's degree: 66 hours

INTERCULTURAL STUDIES
Bachelor of Science Degree
Course Requirements
Total Hours: 126

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 49 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
- TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
- EN223 American Literature (3 hours) OR
- EN415 Shakespeare (3 hours)

History (6 hours)

- HP336 Church History (3 hours)
- Pick 1:* HP231 Western Civilization I (3 hours) OR
- HP232 Western Civilization II (3 hours)

Science (5 hours) Two courses go together for 5 hours

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
- SC222 Physical Science Lab (2 hours) OR
- SC231 Survey of Biological Science (3 hours) AND
- SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
- MA242 College Mathematics II (3 hours) OR
- MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- SS248 Family Living (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
- Pick 2:* PE Activities (.5/.5 hour)

General Education Requirement (3 hours)

- CO244 Introduction to Counseling (3 hours)

General Education Electives (7 hours)

PROFESSIONAL EDUCATION – 45 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Ministry Studies Core (9 hours)

- MS237 Teaching Bible (3 hours)
- MS322 Administrative Process (3 hours)
- MS340 Theological Foundations for Ministry (3 hours)

Intercultural Studies Track (28 hours)

- CO247 Counseling Cross-Culturally (3 hours)
- Pick 1:* BI238 Acts (2 hours)
- IC320 History of Missions (2 hours)
- IC303 Theology of Missions (3 hours)
- IC336 Intercultural Communication & Evangelism (3 hours)
- IC346 Contemporary Issues in Missions (2 hours)
- IC434 Intercultural Church Planting (3 hours)
- IC446 Practical Relations in Intercultural Studies (3 hours)
- IC453 Intercultural Studies Internship (3 hours)
- IC459 Senior Seminar-Intercultural Studies (3 hours)
- SS337 Cultural Anthropology (3 hours)

Open Electives (5 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 126 hours

Intercultural Studies Minor: A minor in Intercultural Studies is available. See Interdisciplinary Studies for details.

PASTORAL MINISTRY
Bachelor of Science Degree
Course Requirements
Total Hours: 126

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 50 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
- TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
- EN223 American Literature (3 hours) OR
- EN415 Shakespeare (3 hours)

History (6 hours)

- HP336 Church History (3 hours)
Pick 1: HP231 Western Civilization I (3 hours) OR
HP232 Western Civilization II (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
SC222 Physical Science Lab (2 hours) OR
SC231 Survey of Biological Science (3 hours) AND
SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
MA242 College Mathematics II (3 hours) OR
MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- SS248 Family Living (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
Pick 2: PE Activities (.5/.5 hour)

Language (8 hours)

- BL231 Greek I (4 hours)
BL232 Greek II (4 hours)

General Education Requirement (3 hours)

- CO244 Introduction to Counseling (3 hours)

PROFESSIONAL EDUCATION – 45 hours**Missions/Ministry Core** (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Ministry Studies Core (9 hours)

- MS237 Teaching the Bible (3 hours)
MS322 Administrative Process (3 hours)
MS340 Theological Foundations for Ministry (3 hours)

Pastoral Ministries Track (25 hours)

- CO345 Marriage & Family Counseling (3 hours)
Pick 1: MS231 Discipleship of Children (2 hours) OR
MS234 Discipleship of Youth (2 hours) OR
MS236 Discipleship of Adults (2 hours)
MS330 Discipleship Ministry of the Local Church (3 hours)
MU212 Music Ministry in the Church (2 hours)
PM331 Expository Preaching I (3 hours)
PM332 Expository Preaching II (3 hours)
PM446 Pastoral Life & Ministry (3 hours)
PM453 Pastoral Internship (3 hours)

PM459 Senior Seminar-Pastoral Ministry (3 hours)

Open Electives (8 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 126 hours

Pastoral Ministries Minor: A minor in Pastoral Ministry is available. See Interdisciplinary Studies for details

PASTORAL MINISTRY

Bachelor of Arts Degree

Course Requirements

Total Hours: 126

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

BI100 Introduction to the Bible (1 hour)

BI111 Survey of Old Testament Literature (3 hours)

BI112 Survey of New Testament Literature (3 hours)

BI115 Bible Study/Hermeneutics (3 hours)

Pick 1: BI220 Life of Christ (3 hours) OR

BI224 John (3 hours)

BI334 Romans (3 hours)

BI343 Genesis (3 hours)

Theology (13 hours)

TH111 Evangelism/Spiritual Life (3 hours)

TH220 Systematic Theology I (3 hours)

TH221 Systematic Theology II (3 hours)

TH222 Systematic Theology III (3 hours)

TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 50 hours

Core (1 hour)

GE100 College Life Seminar (1 hour)

Communications (4 hours)

COM110 Written Research Practicum (1 hour)

COM220 Oral Communication (3 hours)

English (6 hours)

EN112 College Composition I (3 hours)

EN113 College Composition II (3 hours)

Fine Arts (3 hours)

Pick 1: MU110 Music Appreciation (3 hours) OR

TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
 EN223 American Literature (3 hours) OR
 EN415 Shakespeare (3 hours)

History (6 hours)

- HP336 Church History (3 hours)
Pick 1: HP231 Western Civilization I (3 hours) OR
 HP232 Western Civilization II (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- SS248 Family Living (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
 RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
Pick 2: PE Activities (.5/.5 hour)

Language (8 hours)

- BL231 Greek I (4 hours)
 BL232 Greek II (4 hours)

General Education Requirement (3 hours)

- CO244 Introduction to Counseling (3 hours)

PROFESSIONAL EDUCATION – 45 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Ministry Studies Core (9 hours)

- MS237 Teaching the Bible (3 hours)
 MS322 Administrative Process (3 hours)
 MS340 Theological Foundations for Ministry (3 hours)

Pastoral Ministries Track (27 hours)

- BL342 Greek Reading I (2 hours)
 BL343 Greek Reading II (2 hours)
 CO345 Marriage & Family Counseling (3 hours)
 MS330 Discipleship Ministry of the Local Church (3 hours)
 MU212 Music Ministry in the Church (2 hours)
 PM331 Expository Preaching I (3 hours)
 PM332 Expository Preaching II (3 hours)

- PM446 Pastoral Life & Ministry (3 hours)
- PM453 Pastoral Internship (3 hours)
- PM459 Senior Seminar-Pastoral Ministry (3 hours)

Open Electives (6 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 127 hours

Pastoral Ministries Minor: A minor in Pastoral Ministry is available. See Interdisciplinary Studies for details

YOUTH MINISTRY
Bachelor of Science Degree
Course Requirements
Total Hours: 126

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 49 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
- TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
 EN223 American Literature (3 hours) OR
 EN415 Shakespeare (3 hours)

History (6 hours)

- HP336 Church History (3 hours)
Pick 1: HP231 Western Civilization I (3 hours) OR
 HP232 Western Civilization II (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- SS248 Family Living (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
 RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
Pick 2: PE Activities (.5/.5 hour)

General Education Requirement (3 hours)

- CO244 Introduction to Counseling (3 hours)

General Education Electives (7 hours)

PROFESSIONAL EDUCATION – 45 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Ministry Studies Core (9 hours)

- MS237 Teaching the Bible (3 hours)
 MS322 Administrative Process (3 hours)
 MS340 Theological Foundations for Ministry (3 hours)

Youth Ministries Track (25 hours Women; 26 hours Men)

- CO340 Biblical Counseling of Youth (3 hours)
 MS234 Discipleship of Youth (2 hours)
 Men: PM331 Expository Preaching I (3 hours)
 Women: MS231 Discipleship of Children (2 hours)
 MS330 Discipleship Ministry of the Local Church (3 hours)
 YM235 Principles & Methods of Youth Ministry (2 hours)
 YM329 Recreational Leadership (2 hours)
 YM439 Practical Youth Ministry Applications (2 hours)
 YM453 Youth Ministry Internship (3 hours)

YM459 Senior Seminar-Youth Ministry (3 hours)

Open Electives (8 hours Women; 7 hours Men)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 126 hours

Youth Ministry Minor: A minor in Youth Ministry is available. See Interdisciplinary Studies for details

YOUTH MINISTRY – WORSHIP ARTS

Bachelor of Science Degree

Course Requirements

Total Hours: 131

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

BI100 Introduction to the Bible (1 hour)

BI111 Survey of Old Testament Literature (3 hours)

BI112 Survey of New Testament Literature (3 hours)

BI115 Bible Study/Hermeneutics (3 hours)

Pick 1: BI220 Life of Christ (3 hours) OR

BI224 John (3 hours)

BI334 Romans (3 hours)

BI343 Genesis (3 hours)

Theology (13 hours)

TH111 Evangelism/Spiritual Life (3 hours)

TH220 Systematic Theology I (3 hours)

TH221 Systematic Theology II (3 hours)

TH222 Systematic Theology III (3 hours)

TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 51 hours

Core (1 hour)

GE100 College Life Seminar (1 hour)

Communications (4 hours)

COM110 Written Research Practicum (1 hour)

COM220 Oral Communication (3 hours)

English (6 hours)

EN112 College Composition I (3 hours)

EN113 College Composition II (3 hours)

Fine Arts (8 hours)

MU221 Music Theory I (4 hours)

MU222 Music Theory II (4 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
 EN223 American Literature (3 hours) OR
 EN415 Shakespeare (3 hours)

History (6 hours)

- HP336 Church History (3 hours)
Pick 1: HP231 Western Civilization I (3 hours) OR
 HP232 Western Civilization II (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- Pick 1:* SS223 General Psychology (3 hours) OR
 SS248 Family Living (3 hours) OR
 SS249 Conflict Resolution (3 hours) OR
 SS324 Human Growth & Development (3 hours) OR
 SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
 RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
Pick 2: PE Activities (.5/.5 hour)

Music General Education Requirements (7 hours)

- MUMC Masterworks Chorus (.5/.5)
Music Ensembles (6 hours – 2 must be in MUPB)
 MUCC Chorale (1 hour)
 MUPB Praise Band (2 hours)

PROFESSIONAL EDUCATION – 48 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Major (45 hours)

Youth Ministry Core (21 hours)

- CO244 Introduction to Counseling (3 hours)
 MS237 Teaching the Bible (3 hours)
 MS322 Administrative Process (3 hours)
Pick 1: MS234 Discipleship of Youth (2 hours)
 YM329 Recreational Leadership (2 hours)
 MS330 Discipleship Ministry of the Local Church (3 hours)

- MS340 Theological Foundations of Ministry (3 hours)
- YM235 Principles & Methods of Youth Ministry (2 hours)
- YM439 Practical Youth Ministry Applications (2 hours)

Worship Arts Core (16 hours)

- MU213 Music Technology (3 hours)
- MU215 Worship Leading (2 hours)
- MU334 Basic Conducting (2 hours)
- Pick 1:* MU337 Music History & Literature I (3 hours)
- MU338 Music History & Literature II (3 hours)
- MU347 Worship Literature (3 hours)
- MU443 Music Philosophy & Leadership (2 hours)
- MU456 Worship Arts & Youth Ministry Field Experience (1 hour)

Applied Music (8 hours)

- Primary Proficiency Area (6 hours)
- Secondary Proficiency Area (2 hours)
- MUGR General Recital (0 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 131 hours

Music Department

Department Chair: Tom Stolberg, D.M.A.

Description:

The Music Department has several programs designed to train the student to maximize musical gifts and talents while developing the character and skill set necessary for effective ministry. Overall musicianship and competency is stressed, while concentrating on the specific areas of leading, teaching, performing, and ministering.

The student who successfully completes the Music Education program will be eligible to apply for ACSI certification, which qualifies him/her to teach in Christian schools, and to apply for Missouri State Teacher Certification, which qualifies him/her to teach in public schools.

The Music Major has multiple concentrations which allow various areas of music involvement.

Music Programs and Concentrations

(Advisors):

- Music Education, Baccalaureate Degrees
 - Instrumental (Dr. Tom Stolberg)
 - Vocal/Choral (Dr. Tom Stolberg)
- Music, Baccalaureate Degrees
 - Music Performance & Pedagogy
 - Instrumental (Un Chong Christopher)
 - Keyboard (Un Chong Christopher)
 - Voice (Dr. Haekyung An)
 - Worship Arts
 - Guitar (Dr. Tom Stolberg)
 - Keyboard (Dr. Tom Stolberg)
 - Voice (Dr. Tom Stolberg)
- Worship Arts, Associate Degree (Dr. Tom Stolberg)
- Worship Arts, One-Year Certificate (Dr. Tom Stolberg)



Teaching Faculty:

Dr. Tom Stolberg, Dr. Haekyung An, Un Chong Christopher, Jeremy Schell, Peter Weiss, Sarah Kim, Donovan White, Dr. Matt Haislip, Jessica Cary, Melanie Basham, and other Adjunct Faculty.

Outcomes:

- The student demonstrates the skills necessary for effective music ministry in the chosen area of program specialization.
- The student exhibits competency in musicianship, leadership, conducting, and performance.
- The student demonstrates a personal philosophy of music based on biblical principles that will become the basis of an effective music ministry.

Special Requirements:

- An audition is required prior to entry into all music programs.
- All music majors and minors must participate in two semesters of MUMC.
- All music majors are required to take MUGR each semester they take applied lessons.
- A jury is required of all music majors each semester they take applied lessons for their primary instrument. Youth Ministry – Worship Arts majors are exempt from this requirement.
- All music majors (with the exception of keyboard) must pass a keyboard proficiency test. Youth Ministry – Worship Arts majors are exempt from this requirement.

Special Requirements for the Music Education Program:

Requirements for the Music Education Program are the same as the requirements for the Educator Preparation Program (see p. 91-94). The Music Education Program is designed to be completed in five years.

MUSIC EDUCATION (K-12) INSTRUMENTAL
Bachelor of Music Degree
Course Requirements
Total Hours: 154

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 52 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (4 hours)

- MU221 Music Theory I (4 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
- EN223 American Literature (3 hours) OR
- EN415 Shakespeare (3 hours)

History (9 hours)

- HP251 Missouri State History (3 hours)
- HP238 United States Government (3 hours)

- Pick 1:* HP221 American History I (3 hours) OR
 HP222 American History II (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- SS324 Human Growth & Development (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
 RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
 PE247 First Aid & Personal Safety (1 hour)

Music General Education Requirement (9 hours)

- MU337 Music History & Literature I (3 hours)
 MU338 Music History & Literature II (3 hours)
 Ensembles (3 hours – 2 hours minimum vocal/choral)

PROFESSIONAL EDUCATION – 70 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Music Education Common Core (50 hours)

- ED190 Introduction to Teacher Education (2 hours)
 ED247 Foundations of Education (3 hours)
 ED323 Educational Psychology (3 hours)
 ED348 Literacy in Content Areas (2 hours)
 ED350 Exceptional Learners (2 hours)
 ED448 Teaching in the Secondary School (2 hours)
 ED459 Senior Seminar (1 hour)
 ED463 Teaching Portfolio (0 hours)
 MU213 Music Technology (3 hours)
 MU222 Music Theory II (4 hours)
 ED252 Field Experience I (1 hour)
 MU331 Music Theory III (4 hours)
 MU332 Music Theory IV (4 hours)
 MU334 Basic Conducting (2 hours)
 MU443 Music Philosophy & Leadership (2 hours)
 MU445 Teaching Elementary School Music (2 hours)
 MU446 Teaching Secondary School Music (2 hours)

- ED352 Field Experience II (1 hour)
- ED453 Student Teaching (8 hours)
- MU490 Senior Recital Preparation (1 hour)
- MUGR General Recital (0 hours)
- Pick 1:* MUKP Keyboard Proficiency (0 hours)
- MUGP Guitar Proficiency (0 hours)
- MUMC Masterworks Chorus (.5/.5 hours)
- MURA/MURN Senior Recital (0 hours)

K-12 Instrumental Emphasis (17 hours)

- Pick 3:* MU227 Instrumental Methods I: Brass (2 hours) OR
- MU228 Instrumental Methods II: Woodwinds (2 hours) OR
- MU229 Instrumental Methods III: Strings (2 hours) OR
- MU230 Instrumental Methods IV: Percussion (2 hours)
- MU336 Advanced Instrumental Conducting (2 hours)
- MUP Piano Lessons (2 hours)
- MUG/MUP/MUO Primary Proficiency Lessons (7 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 154 hours

MUSIC EDUCATION (K-12) VOCAL
Bachelor of Music Degree
Course Requirements
Total Hours: 154

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 52 hours

Core (1 hour)

GE100 College Life Seminar (1 hour)

Communications (4 hours)

COM110 Written Research Practicum (1 hour)

COM220 Oral Communication (3 hours)

English (6 hours)

EN112 College Composition I (3 hours)

EN113 College Composition II (3 hours)

Fine Arts (4 hours)

MU221 Music Theory I (4 hours)

Literature (3 hours)

Pick 1: EN222 British Literature (3 hours) OR

EN223 American Literature (3 hours) OR

EN415 Shakespeare (3 hours)

History (9 hours)

HP251 Missouri State History (3 hours)

HP238 United States Government (3 hours)

Pick 1: HP221 American History I (3 hours) OR

HP222 American History II (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

Pick 1: SC221 Survey of Physical Science (3 hours) AND

SC222 Physical Science Lab (2 hours) OR

SC231 Survey of Biological Science (3 hours) AND

SC232 Biology Lab (2 hours)

Mathematics (3 hours)

Pick 1: MA241 College Mathematics I (3 hours) OR

MA242 College Mathematics II (3 hours) OR

MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

SS324 Human Growth & Development (3 hours)

Religion/Philosophy (3 hours)

RP100 Developing a Biblical Worldview (1 hour)

RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

PE110 Lifetime Fitness (1 hour)

PE247 First Aid & Personal Safety (1 hour)

Music General Education Requirement (9 hours)

MU337 Music History & Literature I (3 hours)

MU338 Music History & Literature II (3 hours)

Ensembles (3 hours – 2 hours minimum vocal/choral)

PROFESSIONAL EDUCATION – 70 hours

Missions/Ministry Core (3 hours)

IC111 Introduction to Christian Missions (3 hours)

Music Education Common Core (51 hours)

ED190 Introduction to Teacher Education (2 hours)

ED247	Foundations of Education (3 hours)
ED323	Educational Psychology (3 hours)
ED348	Literacy in Content Areas (2 hours)
ED350	Exceptional Learners (2 hours)
ED448	Teaching in the Secondary School (2 hours)
ED459	Senior Seminar (1 hour)
ED463	Teaching Portfolio (0 hours)
MU213	Music Technology (3 hours)
MU222	Music Theory II (4 hours)
ED252	Field Experience I (1 hour)
MU331	Music Theory III (4 hours)
MU332	Music Theory IV (4 hours)
MU334	Basic Conducting (2 hours)
MU443	Music Philosophy & Leadership (2 hours)
MU445	Teaching Elementary School Music (2 hours)
MU446	Teaching Secondary School Music (2 hours)
ED452	Field Experience II (1 hour)
ED453	Student Teaching (8 hours)
MU490	Senior Recital Preparation (1 hour)
MUGR	General Recital (0 hours)
MUMC	Calvary Masterworks Chorus (.5/.5)
MUR	Senior Recital (1 hour)

K-12 Vocal/Choral Emphasis (16 hours)

MU120	Diction (2 hours)
MU335	Advanced Choral Directing (2 hours)
MU340	Choral Techniques (2 hours)
MU437	Choral Literature (2 hours)
<i>Pick 1:</i>	MUP Applied Piano (1 or 2 hours) <u>OR</u>
	MU150 Group Piano/Voice I (1 hour) <u>OR</u>
	MU151 Group Piano/Voice II (1 hour) <u>OR</u>
	MUB-L; MUBR-L; MUD-L; MUG-L; MUH-L; MUP-L;
	MUS-L; MUW-L; MUC-L
	Proficiency (0 hours)
<i>Pick 1:</i>	MUKP Keyboard Proficiency (0 hours)
	MUGP Guitar Proficiency (0 hours)

Voice Lessons (6 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 154 hours

MUSIC PERFORMANCE & PEDAGOGY - INSTRUMENTAL
Bachelor of Music Degree
Course Requirements
Total Hours: 140

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 51 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (4 hours)

- MU221 Music Theory I (4 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
- EN223 American Literature (3 hours) OR
- EN415 Shakespeare (3 hours)

History (6 hours)

- Pick 2:* HP221 American History I (3 hours) OR
- HP222 American History II (3 hours) OR
- HP231 Western Civilization I (3 hours) OR
- HP232 Western Civilization II (3 hours) OR
- HP238 United States Government (3 hours) OR
- HP241 American Military History (3 hours) OR
- HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
- SC222 Physical Science Lab (2 hours) OR
- SC231 Survey of Biological Science (3 hours) AND

SC232 Biology Lab (2 hours)

Mathematics (3 hours)

Pick 1: MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

Pick 1: SS223 General Psychology (3 hours)
 SS248 Family Living (3 hours)
 SS324 Human Growth & Development (3 hours)
 SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

RP100 Developing a Biblical Worldview (1 hour)
 RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

PE110 Lifetime Fitness (1 hour)
 PE247 First Aid & Personal Safety (1 hour)

Music General Education Requirement (11 hours)

MU337 Music History & Literature I (3 hours)
 Ensembles (8 hours)

PROFESSIONAL EDUCATION – 57 hours

Missions/Ministry Core (3 hours)

IC111 Introduction to Christian Missions (3 hours)

Music Common Core (26 hours)

MU213 Music Technology (3 hours)
 MU222 Music Theory II (4 hours)
 MU331 Music Theory III (4 hours)
 MU332 Music Theory IV (4 hours)
 MU334 Basic Conducting (2 hours)
Pick 1: MU335 Advanced Choral Conducting (2 hours)
 MU336 Advanced Instrumental Conducting (2 hours)
 MU338 Music History & Literature II (3 hours)
 MU443 Music Philosophy & Leadership (2 hours)
 MU490 Senior Recital Preparation (1 hour)
 MUMC Calvary Masterworks Chorus (.5/.5)
 MUR Senior Recital (0 hours)
 MUGR General Recital (0 hours)

Instrumental: Non-Keyboard (28 hours)

MU – L Applied Lessons (16 hours)
Pick 1: MU227 Instrumental Methods I: Brass (2 hours)
 MU228 Instrumental Methods II: Woodwinds (2 hours)
 MU229 Instrumental Methods III: Strings (2 hours)
 MU230 Instrumental Methods IV: Percussion (2 hours)
 MU337 Instrumental Pedagogy I (2 hours)

- MUIE Instrumental Ensemble (2 hours)
- Pick 2:* MUP; MUP150; MUP151 (2 hours)
- MUKP Keyboard Proficiency (0 hours)
- Music Electives (4 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor’s degree: 140 hours

MUSIC PERFORMANCE & PEDAGOGY - PIANO

Bachelor of Music Degree

Course Requirements

Total Hours: 140

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 51 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (4 hours)

- MU221 Music Theory I (4 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
- EN223 American Literature (3 hours) OR
- EN415 Shakespeare (3 hours)

History (6 hours)

- Pick 2:* HP221 American History I (3 hours) OR
 HP222 American History II (3 hours) OR
 HP231 Western Civilization I (3 hours) OR
 HP232 Western Civilization II (3 hours) OR
 HP238 United States Government (3 hours) OR
 HP241 American Military History (3 hours) OR
 HP336 Church History (3 hours)

Science (5 hours) Two courses go together for 5 hours

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- Pick 1:* SS223 General Psychology (3 hours)
 SS248 Family Living (3 hours)
 SS324 Human Growth & Development (3 hours)
 SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
 RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
Pick 2: PE Activities (.5/.5 hour)

Music General Education Requirement (11 hours)

- MU337 Music History & Literature I (3 hours)
 Ensembles (8 hours)

PROFESSIONAL EDUCATION – 57 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Music Common Core (26 hours)

- MU213 Music Technology (3 hours)
 MU222 Music Theory II (4 hours)
 MU331 Music Theory III (4 hours)
 MU332 Music Theory IV (4 hours)
 MU334 Basic Conducting (2 hours)
Pick 1: MU335 Advanced Choral Conducting (2 hours)
 MU336 Advanced Instrumental Conducting (2 hours)
 MU338 Music History & Literature II (3 hours)

- MU443 Music Philosophy & Leadership (2 hours)
- MU490 Senior Recital Preparation (1 hour)
- MUMC Calvary Masterworks Chorus (.5/.5)
- MUR Senior Recital (0 hours)
- MUGR General Recital (0 hours)

Piano (28 hours)

- MUP Applied Piano Lessons (16 hours)
- MU200 Hymn Playing & Accompanying (2 hours)
- MU361 Piano Pedagogy I (2 hours)
- MU362 Piano Pedagogy II (2 hours)
- MU367 Piano/Vocal Collaboration (1 hour)
- MU438 Piano Literature (2 hours)
- MU465 Piano Ensemble (1 hour)
- MUO Organ (2 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 140 hours

MUSIC PERFORMANCE & PEDAGOGY - VOCAL

Bachelor of Music Degree

Course Requirements

Total Hours: 140

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) *OR*
BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 51 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

COM110 Written Research Practicum (1 hour)

COM220 Oral Communication (3 hours)

English (6 hours)

EN112 College Composition I (3 hours)

EN113 College Composition II (3 hours)

Fine Arts (4 hours)

MU221 Music Theory I (4 hours)

Literature (3 hours)

Pick 1: EN222 British Literature (3 hours) OR

EN223 American Literature (3 hours) OR

EN415 Shakespeare (3 hours)

History (6 hours)

Pick 2: HP221 American History I (3 hours) OR

HP222 American History II (3 hours) OR

HP231 Western Civilization I (3 hours) OR

HP232 Western Civilization II (3 hours) OR

HP238 United States Government (3 hours) OR

HP241 American Military History (3 hours) OR

HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

Pick 1: SC221 Survey of Physical Science (3 hours) AND

SC222 Physical Science Lab (2 hours) OR

SC231 Survey of Biological Science (3 hours) AND

SC232 Biology Lab (2 hours)

Mathematics (3 hours)

Pick 1: MA241 College Mathematics I (3 hours) OR

MA242 College Mathematics II (3 hours) OR

MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

Pick 1: SS223 General Psychology (3 hours)

SS248 Family Living (3 hours)

SS324 Human Growth & Development (3 hours)

SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

RP100 Developing a Biblical Worldview (1 hour)

RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

PE110 Lifetime Fitness (1 hour)

Pick 2: PE Activities (.5/.5 hour)

Music General Education Requirement (11 hours)

MU337 Music History & Literature I (3 hours)

Ensembles (8 hours)

PROFESSIONAL EDUCATION – 57 hours

Missions/Ministry Core (3 hours)

IC111 Introduction to Christian Missions (3 hours)

Music Common Core (26 hours)

MU213 Music Technology (3 hours)

MU222 Music Theory II (4 hours)

MU331 Music Theory III (4 hours)

MU332 Music Theory IV (4 hours)

MU334 Basic Conducting (2 hours)

Pick 1: MU335 Advanced Choral Conducting (2 hours)

MU336 Advanced Instrumental Conducting (2 hours)

MU338 Music History & Literature II (3 hours)

MU443 Music Philosophy & Leadership (2 hours)

MU490 Senior Recital Preparation (1 hour)

MUMC Calvary Masterworks Chorus (.5/.5)

MUR Senior Recital (0 hours)

MUGR General Recital (0 hours)

Voice (28 hours)

MUV Applied Lessons (16 hours)

MU120 Diction (2 hours)

MU214 Opera & Musical Theatre Workshop (1 hour)

MU267 Piano/Voice Collaboration (1 hour)

MU371 Vocal Pedagogy I (2 hours)

MU372 Vocal Pedagogy II (2 hours)

MU489 Vocal Literature (2 hours)

Pick 2: MUP; MUP150; MUP151 (2 hours)

MUKP Piano Proficiency (0 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 140 hours

**WORSHIP ARTS - GUITAR
Bachelor of Music Degree
Course Requirements
Total Hours: 140**

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

BI100 Introduction to the Bible (1 hour)

BI111 Survey of Old Testament Literature (3 hours)

BI112 Survey of New Testament Literature (3 hours)

BI115 Bible Study/Hermeneutics (3 hours)

Pick 1: BI220 Life of Christ (3 hours) OR

BI224 John (3 hours)

BI334 Romans (3 hours)

BI343 Genesis (3 hours)

Theology (13 hours)

TH111 Evangelism/Spiritual Life (3 hours)

TH220 Systematic Theology I (3 hours)

TH221 Systematic Theology II (3 hours)

TH222 Systematic Theology III (3 hours)

TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 51 hours

Core (1 hour)

GE100 College Life Seminar (1 hour)

Communications (4 hours)

COM110 Written Research Practicum (1 hour)

COM220 Oral Communication (3 hours)

English (6 hours)

EN112 College Composition I (3 hours)

EN113 College Composition II (3 hours)

Fine Arts (4 hours)

MU221 Music Theory I (4 hours)

Literature (3 hours)

Pick 1: EN222 British Literature (3 hours) OR

EN223 American Literature (3 hours) OR

EN415 Shakespeare (3 hours)

History (6 hours)

Pick 2: HP221 American History I (3 hours) OR

HP222 American History II (3 hours) OR

HP231 Western Civilization I (3 hours) OR

HP232 Western Civilization II (3 hours) OR

HP238 United States Government (3 hours) OR

HP241 American Military History (3 hours) OR

HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

Pick 1: SC221 Survey of Physical Science (3 hours) AND

SC222 Physical Science Lab (2 hours) OR

SC231 Survey of Biological Science (3 hours) AND

SC232 Biology Lab (2 hours)

Mathematics (3 hours)

Pick 1: MA241 College Mathematics I (3 hours) OR

MA242 College Mathematics II (3 hours) OR

MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

Pick 1: SS223 General Psychology (3 hours)

SS248 Family Living (3 hours)

SS324 Human Growth & Development (3 hours)

SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

RP100 Developing a Biblical Worldview (1 hour)

RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

PE110 Lifetime Fitness (1 hour)

Pick 2: PE Activities (.5/.5 hour)

Music General Education Requirement (11 hours)

MU337 Music History & Literature I (3 hours)

Ensembles (8 hours)

PROFESSIONAL EDUCATION – 57 hours

Missions/Ministry Core (3 hours)

IC111 Introduction to Christian Missions (3 hours)

Music Common Core (26 hours)

MU213 Music Technology (3 hours)

MU222 Music Theory II (4 hours)

MU331 Music Theory III (4 hours)

MU332 Music Theory IV (4 hours)

MU334 Basic Conducting (2 hours)

Pick 1: MU335 Advanced Choral Conducting (2 hours)

MU336 Advanced Instrumental Conducting (2 hours)

MU338 Music History & Literature II (3 hours)

MU443 Music Philosophy & Leadership (2 hours)

MU490 Senior Recital Preparation (1 hour)

MUMC Calvary Masterworks Chorus (.5/.5)

MUR Senior Recital (0 hours)

MUGR General Recital (0 hours)

Worship Arts Guitar (28 hours)

MUG Applied Guitar Lessons (14 hours)

MU215 Worship Leading (2 hours)

MU347 Worship Literature (3 hours)

MU373 Instrumental Pedagogy I (2 hours)

MU449 Worship Arts Internship (1 hour)

Pick 1: MUP; MUP150; MUP151 (2 hours)

MUKP Keyboard Proficiency (0 hours)

Pick 1: MUV; MUV150; MUV151 (2 hours)

Music Electives (2 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 140 hours

**WORSHIP ARTS - KEYBOARD
Bachelor of Music Degree
Course Requirements**

Total Hours: 140

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 51 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (4 hours)

- MU221 Music Theory I (4 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
- EN223 American Literature (3 hours) OR
- EN415 Shakespeare (3 hours)

History (6 hours)

- Pick 2:* HP221 American History I (3 hours) OR
- HP222 American History II (3 hours) OR
- HP231 Western Civilization I (3 hours) OR
- HP232 Western Civilization II (3 hours) OR
- HP238 United States Government (3 hours) OR
- HP241 American Military History (3 hours) OR
- HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND

- SC222 Physical Science Lab (2 hours) OR
- SC231 Survey of Biological Science (3 hours) AND
- SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
- MA242 College Mathematics II (3 hours) OR
- MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- Pick 1:* SS223 General Psychology (3 hours)
- SS248 Family Living (3 hours)
- SS324 Human Growth & Development (3 hours)
- SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
- Pick 2:* PE Activities (.5/.5 hour)

Music General Education Requirement (11 hours)

- MU337 Music History & Literature I (3 hours)
- Ensembles (8 hours)

PROFESSIONAL EDUCATION – 57 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Music Common Core (26 hours)

- MU213 Music Technology (3 hours)
- MU222 Music Theory II (4 hours)
- MU331 Music Theory III (4 hours)
- MU332 Music Theory IV (4 hours)
- MU334 Basic Conducting (2 hours)
- Pick 1:* MU335 Advanced Choral Conducting (2 hours)
- MU336 Advanced Instrumental Conducting (2 hours)
- MU338 Music History & Literature II (3 hours)
- MU443 Music Philosophy & Leadership (2 hours)
- MU490 Senior Recital Preparation (1 hour)
- MUMC Calvary Masterworks Chorus (.5/.5)
- MUR Senior Recital (0 hours)
- MUGR General Recital (0 hours)

Keyboard: Piano or Organ (28 hours)

- MUP Applied Piano Lessons (14 hours)
- MU200 Hymn Playing & Accompanying (2 hours)
- MU215 Worship Leading (2 hours)
- MU361 Piano Pedagogy I (2 hours)
- MU347 Worship Literature (3 hours)

- MU449 Worship Arts Internship (1 hour)
Pick 1: MUO; MU362 (2 hours)
Pick 2: MUV; MUV150; MUV151 (2 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 140 hours

**WORSHIP ARTS - VOICE
 Bachelor of Music Degree
 Course Requirements
 Total Hours: 140**

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Introduction to the Bible (1 hour)
 BI111 Survey of Old Testament Literature (3 hours)
 BI112 Survey of New Testament Literature (3 hours)
 BI115 Bible Study/Hermeneutics (3 hours)
Pick 1: BI220 Life of Christ (3 hours) OR
 BI224 John (3 hours)
 BI334 Romans (3 hours)
 BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
 TH220 Systematic Theology I (3 hours)
 TH221 Systematic Theology II (3 hours)
 TH222 Systematic Theology III (3 hours)
 TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 51 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
 COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
 EN113 College Composition II (3 hours)

Fine Arts (4 hours)

- MU221 Music Theory I (4 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
 EN223 American Literature (3 hours) OR
 EN415 Shakespeare (3 hours)

History (6 hours)

- Pick 2:* HP221 American History I (3 hours) OR
 HP222 American History II (3 hours) OR
 HP231 Western Civilization I (3 hours) OR
 HP232 Western Civilization II (3 hours) OR
 HP238 United States Government (3 hours) OR
 HP241 American Military History (3 hours) OR
 HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- Pick 1:* SS223 General Psychology (3 hours)
 SS248 Family Living (3 hours)
 SS324 Human Growth & Development (3 hours)
 SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
 RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
Pick 2: PE Activities (.5/.5 hour)

Music General Education Requirement (11 hours)

- MU337 Music History & Literature I (3 hours)
 Ensembles (8 hours)

PROFESSIONAL EDUCATION – 57 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Music Common Core (26 hours)

- MU213 Music Technology (3 hours)
 MU222 Music Theory II (4 hours)
 MU331 Music Theory III (4 hours)
 MU332 Music Theory IV (4 hours)
 MU334 Basic Conducting (2 hours)
Pick 1: MU335 Advanced Choral Conducting (2 hours)
 MU336 Advanced Instrumental Conducting (2 hours)
 MU338 Music History & Literature II (3 hours)
 MU443 Music Philosophy & Leadership (2 hours)

- MU490 Senior Recital Preparation (1 hour)
- MUMC Calvary Masterworks Chorus (.5/.5)
- MUR Senior Recital (0 hours)
- MUGR General Recital (0 hours)

Worship Arts Voice (28 hours)

- MUV Applied Voice Lessons (14 hours)
- MU120 Diction (2 hours)
- MU215 Worship Leading (2 hours)
- MU371 Vocal Pedagogy I (2 hours)
- MU347 Worship Literature (3 hours)
- MU449 Worship Arts Internship (1 hour)
- Pick 1:* MUP; MUP150; MUP151 (2 hours)
- MUKP Piano Proficiency (0 hours)
- Pick 1:* MU372 Vocal Pedagogy II (2 hours)
- MU431 Choral Arranging (2 hours)
- MU437 Choral Literature (2 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 140 hours

**WORSHIP ARTS
Associate of Arts Degree
Course Requirements
Total Hours: 68**

BIBLICAL EDUCATION – 17 hours

Bible (10 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)

Theology (7 hours)

- RP100 Developing a Biblical Worldview (1 hour)
- RP/TH114 Survey of Theology (3 hours)
- TH111 Evangelism/Spiritual Life (3 hours)

GENERAL EDUCATION – 29 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (1 hour)

- COM110 Written Research Practicum (1 hour)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (4 hours)

MU221 Music Theory I (4 hours)

Literature (3 hours)

Pick 1: EN222 British Literature (3 hours) OR
 EN223 American Literature (3 hours) OR
 EN415 Shakespeare (3 hours)

History (3 hours)

Pick 1: HP221 American History I (3 hours) OR
 HP222 American History II (3 hours) OR
 HP231 Western Civilization I (3 hours) OR
 HP232 Western Civilization II (3 hours) OR
 HP238 United States Government (3 hours) OR
 HP241 American Military History (3 hours) OR
 HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

Pick 1: SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

Pick 1: MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Religion/Philosophy (2 hours)

RP339 Introduction to Philosophy (2 hours)

Physical Education (1 hour)

PE110 Lifetime Fitness (1 hour)

PROFESSIONAL EDUCATION – 22 hours

Missions/Ministry Core (3 hours)

IC111 Introduction to Christian Missions (3 hours)

Major (19 hours)

MU213 Music Technology (3 hours)
 MU215 Worship Leading (2 hours)
 MU337 Music History & Literature I (3 hours)
 MU347 Worship Literature (3 hours)
Pick 4: Music Ensembles (4 hours)
 Applied Music (4 hours)
 MUGR General Recital (0 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor’s degree: 68 hours

**One Year Certificate
Course Requirements
Total Hours: 32**

BIBLICAL EDUCATION – 17 hours

Bible & Theology (17 hours)

- BI100 Introduction to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- BI220 Life of Christ (3 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- RP/TH114 Survey of Theology (3 hours)

GENERAL EDUCATION – 1 hour

Required Core Course (1 hour)

- GE100 College Life Seminar (1 hour)

PROFESSIONAL EDUCATION – 14 hours

Major (14 hours)

- MU213 Music Technology (3 hours)
- MU215 Worship Leading (2 hours)
- MU221 Music Theory I (4 hours)
- MU347 Worship Literature (3 hours)
- Applied Music (2 hours)
- MU General Recital (0 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 32 hours

Professional Directed Studies [PDS] Department

Department Chair: Tiffany Smith, M.S.

Programs:

Approved Bachelor Majors in Professional Directed Studies

Airframe & Power Plant Mechanics	History
Art	Journalism & Mass Communication
Computer Science	Linguistics
Criminal Justice	Mathematics
English Literature	Military Science
English/Creative Writing	Photography
Film and Media Arts	Political Science
French	Spanish
German	

Approved Associate Majors in Professional Directed Studies

Information Technology

Approved Minors in Professional Directed Studies

Aviation Flight Training

Political Science

Teaching Faculty:

Calvary Faculty and other CHEA accredited Institutions' Faculty

Description:

The Professional Directed Studies Department enables academic learning in cooperation with other CHEA accredited institutions. Students can study at Calvary and integrate courses taken from another academic institution in order to major in an academic program not offered at Calvary.

Outcomes:

- The student integrates his biblical worldview with his professional major.
- The student is able to attend Calvary and major in an academic program not offered at Calvary.

Special Requirements:

- The student must complete two qualifying semesters at Calvary before being admitted into the Professional Directed Studies Program. (A student transferring more than 30 hours into a Professionally Directed Studies Program and meeting the academic requirements may have this prerequisite waived and be allowed into the Professional Directed Studies program his/her first semester.)

- The student must have the academic credentials for acceptance to both institutions (e.g., high school transcripts and ACT scores corresponding to the entry requirements of Calvary and the other institution).
- Academic advising from both institutions is required, and the student must submit contact information from the other institution to the Professional Directed Studies Director.
- A cumulative GPA of 2.5 or higher with no grade lower than 2.0 in all professional and content courses must be maintained.
- The student must annually submit official transcripts to the Calvary Registrar's Office.

PROFESSIONAL DIRECTED STUDIES
Bachelor of Science Degree
Course Requirements

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Intro to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 49 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
- TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
 EN223 American Literature (3 hours) OR
 EN415 Shakespeare (3 hours)

History (6 hours)

- Pick 2:* HP221 American History I (3 hours) OR
 HP222 American History II (3 hours) OR
 HP231 Western Civilization I (3 hours) OR
 HP232 Western Civilization II (3 hours) OR
 HP238 United States Government (3 hours) OR
 HP241 American Military History (3 hours) OR
 HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- SS223 General Psychology (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
 RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
Pick 2: PE Activities (.5/.5 hour)

General Education Electives (10 hours)

PROFESSIONAL EDUCATION – 45 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Major – 30 to 36 hours depending on Major

Open Electives – 6 to 12 hours depending on Major

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Theatre Arts Department

Department Chair: Bobbie Jeffrey, M.A.

Programs (Director):

- Theatre Arts, Baccalaureate Degree (Bobbie Jeffrey)
- Theatre Arts, Minor (Bobbie Jeffrey)

Teaching Faculty:

Bobbie Jeffrey, Kaleb Krahn, Beckie Lucas, Candace Roberts, Aaron Roose, and other Adjunct Faculty



Description:

The Calvary Theatre Arts program revolves around telling the Story of God in ways that will engage the culture with a fresh and vibrant perspective! As the only Bible College in the United States with a fully accredited major and minor in Theatre, our mission is to equip students by building academic, performance-related, technical, and spiritual foundations in the following areas:

- Directing or assisting in directing church theatrical programs.
- Overseeing performance, technical, and administrative aspects of a theatre ministry.
- Teaching and directing theatre productions.
- Developing skilled and disciplined actors who respect their art and their craft and who will be ready to further their careers through graduate school training and/or professional acting.

Outcomes:

- The student embraces the core principle that theatre is service: to fellow actors, to the working text, to the audience, and first and foremost, to the Audience of One.
- The student demonstrates the foundational skills necessary to critically analyze a piece of dramatic literature for its quality and theme while comparing it with the knowledge of God’s Word and His character.
- The student is trained to work as an ensemble in an atmosphere that facilitates authentic, honest relationships with God and man.
- The student demonstrates his function as a believer-artist by impacting the culture and reclaiming the art form.
- The student engages the culture, rather than hiding from it, recognizing the entertainment industry’s powerful and influential impact on our culture.
- The student inhabits this mission field and ministers to and through it with passion and integrity.
- The student recognizes the Story of God in the stories of history, myth, oral tradition, and literature, bringing it to life in new and creative ways, and sharing His story with an ever-thirsty world in increasingly compelling ways.

Requirements:

- Before graduating, a Theatre Arts major must complete:
 - The Capstone Project – a theatrical presentation showcasing their skills in their particular program emphasis.
 - The Program Requirements spreadsheet for majors. These are available upon request from the department chair.
- Before graduating, a Theatre Arts minor must complete the Program Requirements spreadsheet for minors. These are available upon request from the department chair.

THEATRE ARTS
Bachelor of Science Degree
Course Requirements
Total Hours: 126 hours

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- BI100 Intro to the Bible (1 hour)
- BI111 Survey of Old Testament Literature (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1:* BI220 Life of Christ (3 hours) OR
- BI224 John (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 hours)

Theology (13 hours)

- TH111 Evangelism/Spiritual Life (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH442 Senior Theology (1 hour)

GENERAL EDUCATION – 49 hours

Core (1 hour)

- GE100 College Life Seminar (1 hour)

Communications (4 hours)

- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)

English (6 hours)

- EN112 College Composition I (3 hours)
- EN113 College Composition II (3 hours)

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
- TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
 EN223 American Literature (3 hours) OR
 EN415 Shakespeare (3 hours)

History (6 hours)

- Pick 2:* HP221 American History I (3 hours) OR
 HP222 American History II (3 hours) OR
 HP231 Western Civilization I (3 hours) OR
 HP232 Western Civilization II (3 hours) OR
 HP238 United States Government (3 hours) OR
 HP241 American Military History (3 hours) OR
 HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
 SC222 Physical Science Lab (2 hours) OR
 SC231 Survey of Biological Science (3 hours) AND
 SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
 MA242 College Mathematics II (3 hours) OR
 MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- SS223 General Psychology (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
 RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
Pick 2: PE Activities (.5/.5 hour)

General Education Electives (10 hours)

[Note: Student must choose a Music Elective as part of their GE Electives (2-3 hours)]

PROFESSIONAL EDUCATION – 45 hours

Missions/Ministry Core (3 hours)

- IC111 Introduction to Christian Missions (3 hours)

Major (33 hours)

- COM230 Voice and Diction in Public Speaking (3 hours)
 TA221 Chapel Theatre (1 hour)
 TA225 Acting I (3 hours)
 TA226 Acting II (3 hours)
 TA233 Theatre History and Dramatic Literature (3 hours)
 TA252 Theatre Practicum (1 hour)
 TA340 Directing (3 hours)
 TA449 Theatre Arts Capstone (3 hours)

<i>Pick 3:</i>	TA250	Set Design and Construction (3 hours) <u>OR</u>
	TA251	Theatrical Makeup (3 hours) <u>OR</u>
	TA330	Stage Management (3 hours) <u>OR</u>
	TA353	Theatrical Lighting (3 hours) <u>OR</u>
	TA361	Costuming (3 hours) <u>OR</u>
	TA440	Advanced Directing (3 hours)

TA Electives (4 hours)

Open Electives (9 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total hours for the Bachelor's degree: 126 hours

Theatre Arts Minor:

A minor is available in Theatre Arts. See Interdisciplinary Studies for details.

Interdisciplinary Studies

Description

This major is formed by choosing two of the minors listed below.* Both minors are considered equal. The focus is upon the integration of two distinct disciplines.

Outcomes:

- The student demonstrates the Christian character qualities necessary for an effective ministry.
- The student demonstrates a solid foundation of ministry-related knowledge.
- The student communicates effectively in varied ministry settings.
- The student exhibits the ministry skills necessary to adequately serve in a ministry that requires training from two academic minors.

INTERDISCIPLINARY STUDIES Bachelor of Science Degree Course Requirements

BIBLICAL EDUCATION – 32 hours

Bible (19 hours)

- | | |
|----------------|--|
| BI100 | Intro to the Bible (1 hour) |
| BI111 | Survey of Old Testament Literature (3 hours) |
| BI112 | Survey of New Testament Literature (3 hours) |
| BI115 | Bible Study/Hermeneutics (3 hours) |
| <i>Pick 1:</i> | BI220 Life of Christ (3 hours) <u>OR</u> |
| | BI224 John (3 hours) |
| BI334 | Romans (3 hours) |
| BI343 | Genesis (3 hours) |

Theology (13 hours)

- | | |
|-------|-------------------------------------|
| TH111 | Evangelism/Spiritual Life (3 hours) |
| TH220 | Systematic Theology I (3 hours) |
| TH221 | Systematic Theology II (3 hours) |
| TH222 | Systematic Theology III (3 hours) |
| TH442 | Senior Theology (1 hour) |

GENERAL EDUCATION – 49 hours

Core (1 hour)

- | | |
|-------|-------------------------------|
| GE100 | College Life Seminar (1 hour) |
|-------|-------------------------------|

Communications (4 hours)

- | | |
|--------|-------------------------------------|
| COM110 | Written Research Practicum (1 hour) |
| COM220 | Oral Communication (3 hours) |

English (6 hours)

- | | |
|-------|----------------------------------|
| EN112 | College Composition I (3 hours) |
| EN113 | College Composition II (3 hours) |

Fine Arts (3 hours)

- Pick 1:* MU110 Music Appreciation (3 hours) OR
TA341 Christ and Creativity (3 hours)

Literature (3 hours)

- Pick 1:* EN222 British Literature (3 hours) OR
EN223 American Literature (3 hours) OR
EN415 Shakespeare (3 hours)

History (6 hours)

- Pick 2:* HP221 American History I (3 hours) OR
HP222 American History II (3 hours) OR
HP231 Western Civilization I (3 hours) OR
HP232 Western Civilization II (3 hours) OR
HP238 United States Government (3 hours) OR
HP241 American Military History (3 hours) OR
HP336 Church History (3 hours)

Science (5 hours) *Two courses go together for 5 hours*

- Pick 1:* SC221 Survey of Physical Science (3 hours) AND
SC222 Physical Science Lab (2 hours) OR
SC231 Survey of Biological Science (3 hours) AND
SC232 Biology Lab (2 hours)

Mathematics (3 hours)

- Pick 1:* MA241 College Mathematics I (3 hours) OR
MA242 College Mathematics II (3 hours) OR
MA243 Applied College Algebra (3 hours)

Behavioral/Social Science (3 hours)

- Pick 1:* SS223 General Psychology (3 hours) OR
SS248 Family Living (3 hours) OR
SS249 Conflict Resolution (3 hours) OR
SS337 Cultural Anthropology (3 hours)

Religion/Philosophy (3 hours)

- RP100 Developing a Biblical Worldview (1 hour)
RP339 Introduction to Philosophy (2 hours)

Physical Education (2 hours)

- PE110 Lifetime Fitness (1 hour)
Pick 2: PE Activities (.5/.5 hour)

General Education Electives (10 hours)

PROFESSIONAL EDUCATION – 45 hours

Missions/Ministry Core–3 hours

- IC111 Introduction to Christian Missions (3 hours)

Major

Add two minors from the * listed below.

(Note: Some General Education requirements may be changed depending on minors selected.)

***ADVANCED BIBLICAL STUDIES, Minor**

Course Requirements

Total hours for Advanced Biblical Studies Minor: 20 hours

BI/TH Bible or Theology Electives (10 hours)

BI459 Advanced Hermeneutics (2 hours)

EM221 Teaching Process (3 hours)

RP346 Apologetics (2 hours)

RP/TH440 Contemporary Theology (2 hours)

Pick 1: RP444 or RP445 (1 hour)

Note: HP336 Church History is required as part of the history electives.

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

***AVIATION FLIGHT TRAINING (PDS), Minor**

Articulation Agreement with SMAT

School of Missionary Aviation Technology

Course Requirements

Total hours for Aviation Flight Training Minor: 15 credit hours

Private Pilot Certification (177.9 contact hours)

VFR Cross-Country Experience (57 contact hours)

High Performance Transition (53 contact hours)

Complex Transition (53 contact hours)

Tailwheel Transition (45 contact hours)

High Performance Proficiency (41 contact hours)

Complex Proficiency (44 contact hours)

Advanced VFR Cross-Country (40 contact hours)

Instrument Certification (145 contact hours)

Commercial Pilot Certification (41 contact hours)

Total Contact Hours: 696.9 Conversion to Credit Hours = 15

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

***BIBLICAL COUNSELING, Minor**

Course Requirements

Total hours for Biblical Counseling Minor: 21 hours

CO244 Introduction to Biblical Counseling (3 hours)

CO340 Biblical Counseling of Youth (3 hours)

CO345 Marriage and Family Counseling (3 hours)

CO432 Crisis Counseling (3 hours)

CO449 Senior Counseling Project (3 hours)

SS249 Conflict Resolution (3 hours)

Pick 1: CO Electives (3 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

***BUSINESS ADMINISTRATION, Minor**

Total hours for Business Administration Minor: 21 hours

- AC211 Introduction to Accounting (3 hours)
- AC335 Accounting for Managers (3 hours)
- BU305 Business Information Systems (3 hours)
- BU340 Business Problems and Policies (3 hours)
- BU350 Human Resource Management (3 hours)
- OL435 Organizational Behavior (3 hours)
- OL447 Legal Implications of Business (3 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

***CHILDREN’S MINISTRY, Minor**

Total hours for Children’s Ministry Minor: 21 hours

- CM202 Teaching Children Effectively Level 1 (2 hours)**
- CM203 Teaching Children Effectively Level 2 (2 hours)**
- CM204 Understanding Today’s Child (2 hours)**
- CM205 Progressive Methods of Child Evangelism (2 hours)**
- MS237 Teaching the Bible (3 hours)
- LD401 Distinctives of C.E.F. (1 hour)**
- LD402 Ministry Strategy and Development (2 hours)**
- LD403 Leadership Essentials (2 hours)**
- Pick 1:* TT301 or TT401 (2 hours)**
- TH340 Theological Foundations for Ministry (3 hours)

***Courses taught at Children’s Ministries Institute at Child Evangelism Fellowship*

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

***INTERCULTURAL STUDIES, Minor**

Course Requirements

Total hours for Intercultural Studies Minor: 24 hours

- CO244 Introduction to Biblical Counseling (3 hours)
- IC336 Intercultural Communication & Evangelism (3 hours)
- IC346 Contemporary Issues of Intercultural Studies (2 hours)
- IC434 Intercultural Church Planting (2 hours)
- IC446 Practical Relations of Intercultural Studies (3 hours)
- IC453 Intercultural Studies Internship (3 hours)
- RP330 World Religions (2 hours)
- SS337 Cultural Anthropology (3 hours)
- MS340 Theological Foundation for Ministry (3 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

***MUSIC, Minor**

Course Requirements

Total hours for Music Minor: 20 hours

Note: A performance area must be chosen.

MUMC Calvary Masterworks Chorus (.5/.5 hour)

Music Ensembles (4 hours)

Applied Music (4 hours)

MUGR General Recital (0 hours)

MU Electives (11 hours) Must be 200-level or higher

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

***ORGANIZATIONAL LEADERSHIP, Minor**

Course Requirements

Total hours for Organization Leadership Minor: 21 hours

OL311 Foundations of Organizational Leadership (3 hours)

OL435 Organizational Behavior (3 hours)

OL443 Strategic Management (3 hours)

Open Business and Organizational Leadership Electives (12 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

***PASTORAL MINISTRY, Minor**

Course Requirements

Total hours for Pastoral Ministry Minor: 21 hours

CO244 Introduction to Biblical Counseling (3 hours)

MS237 Teaching the Bible (3 hours)

MS322 Administrative Process (3 hours)

MS330 Discipleship Ministries of the Local Church (3 hours)

PM331 Expository Preaching I (3 hours)

PM446 Pastoral Life & Ministry (3 hours)

MS340 Theological Foundations for Ministry (3 hours)

Note: HP232 and HP336 are required for the History electives. SS248 is required for the Social Science elective. The selective entrance requirements are the same as for the Pastoral Ministry major.

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

***PERSONAL TRAINING, Minor**

Course Requirements

Total hours for Personal Training Minor: 20 hours

SS211 Care & Prevention of Injuries (3 hours)^

SS381 Exercise Physiology (3 hours)^

PE247 First Aid & Personal Safety (1 hour)

PE248 Health (1 hour)

- BIOL144 Human Anatomy & Physiology (5 hours)^
- PE311 Personal Training I (2 hours)
- PE312 Personal Training II (2 hours)
- PE459 Practicum in Personal Training (3 hours)

^ *Course taken from another college*

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

***THEATRE ARTS, Minor**

Course Requirements

Total hours for Theatre Arts Minor: 21 hours

- TA221 Chapel Theatre (1 hour)
- TA225 Acting I (3 hours)
- TA226 Acting II (3 hours)
- TA252 Theatre Practicum (1 hour)
- TA340 Directing (3 hours)
- Pick 2:* TA250, TA251, TA330, TA353, or TA361 (6 hours)

TA Electives (4 hours)

Note: SS223 is required for the Social Science elective. A three-hour music elective must be selected from music theory, vocal, or instrumental courses.

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

***YOUTH MINISTRY, Minor**

Course Requirements

Total hours for Youth Ministry Minor: 21 hours

- CO340 Biblical Counseling of Youth (3 hours)
- MS322 Administrative Process (3 hours)
- MS330 Discipleship Ministry of the Local Church (3 hours)
- Pick 1:* EM234 Discipleship of Youth (2 hours) OR
YM329 Recreational Leadership (2 hours)
- Pick 1:* PM331 Expository Preaching (*Men*) (3 hours) or
MS330 Discipleship Ministries of the Local Church (3 hours)
- MS340 Theological Foundations for Ministry (3 hours)
- YM235 Principles & Methods of Youth Ministry (2 hours)
- YM439 Practical Youth Ministry Applications (2 hours)

Note: CO244 Introduction to Biblical Counseling is a prerequisite for CO340.

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Non-Traditional Studies Department

Baccalaureate Degree Programs:

- Advanced Biblical Studies: (Dr. Keith Miller)
- Biblical Counseling: (Mrs. Pat Miller)
- Business Administration: (Dr. Skip Hessel)
 - Business Management: (Dr. Skip Hessel)
 - Business Marketing: (Dr. Skip Hessel)
 - Organization Leadership: (Dr. Skip Hessel)
- Ministry Studies: (Dr. Mike Dodds)
 - Children’s Ministry***: (Dr. Mike Dodds)
 - Intercultural Studies: (Mr. Joshua Paxton)
 - Pastoral Ministry*: (Dr. Mike Dodds)
 - Youth Ministry: (Dr. Mike Dodds)
 - Youth Ministry & Worship Arts: (Dr. Mike Dodds & Dr. Tom Stolberg)
- Music: (Dr. Tom Stolberg)
 - Worship Arts–Keyboard: (Dr. Tom Stolberg)
 - Worship Arts–Voice: (Dr. Tom Stolberg)
 - Worship Arts–Guitar: (Dr. Tom Stolberg)
- Professional Directed Studies [PDS]: (Mrs. Tiffany Smith)

Associate Degree Programs:

- Biblical Studies: (Dr. Keith Miller)
- Children’s Ministry***: (Dr. Mike Dodds)
- Worship Arts: (Dr. Tom Stolberg)

One-Year Certificate Programs:

- Bible Track: (Dr. Keith Miller)
- Life Track: (Dr. Keith Miller)
- Worship Arts: (Dr. Tom Stolberg)

Dual Enrollment – Early College: (Admissions Counselors)

Teaching Faculty:

Dr. Teddy Bitner, Larry Blanchard, Dr. Tom Bonine, Dr. Mike Dodds, Bill Gibbs, Keith Gibson, Rose H. Henness, Aaron Heath, Victor “Skip” Hessel, Bobbie Jeffrey, Jeff Justice, Brian Mason, Dr. Keith Miller, Patricia Miller, Jeanette Regier, Ken Rogers, Bill Schlacks, Dr. Tom Stolberg, Cory Trowbridge, Joel Williamson, and other Adjunct Faculty

Description:

The Non -Traditional Studies Department (NTS) provides college courses in an adult and graduate format to allow adult students to complete their degree. Intensive courses and Online courses are designed to allow the adult and graduate student to work full time while earning a degree.

Non-Traditional students complete a General Education core, a Biblical Education core, a Common Professional Core, and a Major core. These are taught in the context of a biblical worldview.

Outcomes:

- The student integrates his/her biblical worldview into his/her professional major.
- The student demonstrates the indispensable skills in his/her chosen field essential for a successful career in secular and Christian arenas.

Special Requirements:

- Entry into the NTS program requires students to be at least 21 years old unless prior approval is obtained from the Academic Curriculum Committee.
- Intensive courses require students to be at least 21 years old unless prior approval is obtained from the Academic Curriculum Committee.
- Before students may take online courses, an Ability Assessment must be taken and the Assessment confirmation brought to the Dean of Online Studies.
- Portfolio credit may be available for NTS Degrees.

***Children’s Ministry majors require one semester attendance at the Children’s Ministries Institute, Child Evangelism Fellowship, in Warrenton, MO.*

“Bible” is the distinctive of Calvary. Thus, all Calvary baccalaureate degrees include a major in Bible and Theology plus the selection of a professional major. Associate Degrees (Bridge) and the One-Year Certificate (Gateway) also have Bible and Theology requirements.

BACCALAUREATE DEGREE

Bible and Theology Requirements*

- BI111A Survey of Old Testament Literature I (3 hours)
- BI111B Survey of Old Testament Literature II (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- TH341 Ethics (3 hours)
- BI/TH Electives (12 hours)

Total credit hours required are at least 33

**Some majors have additional Bible and Theology requirements to align with their program objectives.*

ASSOCIATE DEGREE

Bible and Theology Requirements

- BI111A Survey of Old Testament Literature I (3 hours)
- BI111B Survey of Old Testament Literature II (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- TH111 Evangelism/Spiritual Life (3 hours)
- RP/TH114 Survey of Theology (3 hours)

Total credit hours required are at least 18

ONE-YEAR CERTIFICATE

Bible and Theology Requirements

- BI111A Survey of Old Testament Literature I (3 hours)
- BI111B Survey of Old Testament Literature II (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- BI224 Gospel of John (3 hours)**
- RP/TH114 Survey of Theology (3 hours)

Total credit hours required are 15-18

***The Worship Arts Certificate does not require this course.*

All Calvary baccalaureate degrees include General Education courses, plus a major in Bible and Theology and a professional major. Associate Degrees (Bridge) also have General Education requirements.

BACCALAUREATE DEGREE

General Education Requirements*

- PE111 Fitness & Wellness (3 hours)
- RP339 Introduction to Philosophy (3 hours)
- SS249 Conflict Resolution (3 hours)
- English (6 hours)
- Fine Arts (3 hours)
- History (3 hours)
- Literature (3 hours)
- Math (3 hours)
- Science (3 hours)
- General Education Electives (6 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Total credit hours required are at least 36

**Some majors have additional General Education requirements to align with their program objectives.*

ASSOCIATE DEGREE

General Education Requirements*

- RP339 Introduction to Philosophy (3 hours)
- English (6 hours)
- Fine Arts (3 hours)
- History (3 hours)
- Literature (3 hours)
- Math (3 hours)
- Science (3 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total credit hours required are at least 24

BACCALAUREATE DEGREES

Common Professional Core

COM311 Group Decision Making (3 hours)

Pick 1: EX264 Portfolio (3 hours) OR
Open Elective (3 hours)

IC111 Introduction to Christian Missions (3 hours)

SS311 Goals, Priorities & Attitudes (3 hours)

Total credit hours required are 12

ADVANCED BIBLICAL STUDIES

Bachelor of Science Degree

(See Bible & Theology Department, p. 84)

Major –27 hours

TH111 Evangelism/Spiritual Life (3 hours)

BI115 Bible Study/Hermeneutics (3 hours)

Pick 1: BI220 Life of Christ (3 hours) OR
BI224 John (3 hours)

BI334 Romans (3 hours)

BI343 Genesis (3 hours)

BI459 Advanced Hermeneutics (3 hours)

TH341 Ethics (3 hours)

RP/TH346 Apologetics (3 hours)

TH440 Contemporary Theology (3 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

Total credit hours required are 27 hours

BIBLICAL COUNSELING

Bachelor of Science Degree

(See Biblical Counseling Department, p. 91)

Course required as part of General Education requirements

SS324 Human Growth & Development (3 hours)

Major –30 hours

CO244 Introduction to Biblical Counseling (3 hours)

CO245 History of Psychological Systems (3 hours)

CO340 Biblical Counseling of Youth (3 hours)

- CO345 Marriage and Family Counseling (3 hours)
- CO432 Crisis Counseling (3 hours)
- CO449 Senior Counseling Project (3 hours)
- CO453 Biblical Counseling Internship (3 hours)
- CO Electives (9 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

BUSINESS ADMINISTRATION

Bachelor of Science Degree

Major – 30 hours plus concentration

- AC335 Accounting for Managers (3 hours)
- BU305 Business Statistics (3 hours)
- COM311 Group Decision Making (3 hours)
- IC111 Introduction to Christian Missions (3 hours)
- SS311 Goals, Priorities, and Attitudes (3 hours)
- OL435 Organizational Behavior (3 hours)
- OL443 Strategic Management (3 hours)
- OL446 Leading & Managing (3 hours)
- BU449 Senior Project (3 hours)
- EX264 Portfolio or open elective (3 hours)

Open Electives – (15 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Choose one of the next three concentrations

Business Management –9 hours

- BU330 Essentials of Management (3 hours)
- BU350 Human Resources Management (3 hours)
- OL448 Cutting Issues in Management (3 hours)

Business Marketing – 9 hours

- BU332 Marketing Principles (3 hours)
- BU430 Marketing Research (3 hours)
- OL334 Non-Profit Marketing (3 hours)

Organization Leadership - 9 hours

- BU350 Human Resource Management (3 hours)
- OL311 Foundation of Organizational Leadership (3 hours)
- OL333 Case Studies in Leadership (3 hours)

CHILDREN’S MINISTRY

Bachelor of Science Degree*

(See Ministry Studies Department, p. 114)

Course required as part of Biblical Education requirements

TH340 Theological Foundations for Ministry (3 hours)

Courses required as part of General Education requirements

CO244 Introduction to Biblical Counseling (3 hours)

SS248 Family Living (3 hours)

Major –27 hours

CM202 Teaching Children Effectively, Level I (2 hours)**

CM203 Teaching Children Effectively, Level 2 (2 hours)**

CM204 Understanding Today's Child (2 hours)**

CM205 Progressive Methods of Child Evangelism (2 hours)**

LD401 Distinctives of CEF (1 hour)**

LD402 Ministry Strategies and Development (2 hours)**

LD403 Leadership Essentials (2 hours)**

Pick 1: TT301 Dynamics of Teacher Training * (2 hours) OR

TT401 Instructor of Teachers * (2 hours)

CO338 Counseling Children (3 hours)

OL446 Leading and Managing (3 hours)

ED323 Educational Psychology (3 hours)

MS330 Discipleship Ministry of the Local Church (3 hours)

Professional Electives–16 hours

***Courses taken through Children's Ministries Institute*

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

INTERCULTURAL STUDIES

Bachelor of Science Degree

(See Ministry Studies Department, p. 114)

Course required as part of Biblical Education requirements

MS340 Theological Foundations for Ministry (3 hours)

Courses required as part of General Education requirements

CO244 Introduction to Biblical Counseling (3 hours)

SS337 Cultural Anthropology (3 hours)

Major –27 hours

CO247 Counseling Cross-Culturally (3 hours)

MS322 Administrative Process (3 hours)

IC336 Intercultural Communication and Evangelism (3 hours)

IC346 Contemporary Issues in Intercultural studies (3 hours)

IC434 Intercultural Church Planting (3 hours)

IC446 Practical Relations of Intercultural Studies (3 hours)

IC453 Intercultural Studies Internship (3 hours)

IC459 Senior Seminar – Intercultural Studies (3 hours)

Pick 1: RP/TH330 World Religions (3 hours) OR

TH346 Apologetics (3 hours)

Professional Electives–15 hours

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

PASTORAL MINISTRY

Bachelor of Science Degree

(See Ministry Studies Department, p. 114)

Course required as part of Biblical Education requirements

MS340 Theological Foundations for Ministry (3 hours)

Course required as part of General Education requirements

CO244 Introduction to Biblical Counseling (3 hours)

Major -27 hours

BI459 Advanced Hermeneutics (3 hours)

MS330 Discipleship Ministry of the Local Church (3 hours)

OL446 Leading & Managing (3 hours)

PM331 Expository Preaching I (3 hours)

PM332 Expository Preaching II (3 hours)

PM446 Pastoral Life & Ministry (3 hours)

PM453 Pastoral Internship (3 hours)

PM459 Senior Seminar – Pastoral Ministry (3 hours)

Pick 1: CO345 Marriage & Family Counseling (3 hours) OR

CO432 Crisis Counseling (3 hours)

Professional Electives–15 hours

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

YOUTH MINISTRY

Bachelor of Science Degree

(See Ministry Studies Department, p. 114)

Course required as part of Biblical Education requirements

MS340 Theological Foundations for Ministry (3 hours)

Course required as part of General Education requirements

CO244 Introduction to Biblical Counseling (3 hours)

Major –27 hours

CO340 Biblical Counseling of Youth (3 hours)

CO432 Crisis Counseling (3 hours)

MS330 Discipleship Ministry of the Local Church (3 hours)

OL446 Leading & Managing (3 hours)

YM235 Principle and Methods of Youth Ministry (2 hours)

YM329 Recreational Leadership (2 hours)

YM439 Practical Youth Ministry Applications (2 hours)

YM453 Youth Ministry Internship (3 hours)

YM459 Senior Seminar – Youth Ministry (3 hours)

Pick 1: PM331 Expository Preaching I (Men) (3 hours) OR

EN333 Biblical Communication (Women) (3 hours)

Professional Electives–15 hours

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

YOUTH MINISTRY – WORSHIP ARTS

Bachelor of Science Degree

(See Ministry Studies Department, p. 114)

Major –48 hours

Youth Ministry Core (21 hours)

- CO244 Introduction to Biblical Counseling (3 hours)
- CO340 Biblical Counseling of Youth (3 hours)
- MS330 Discipleship Ministry of the Local Church (3 hours)
- OL446 Leading & Managing (3 hours)
- YM235 Principles & Methods of Youth Ministry (3 hours)
- YM329 Recreational Leadership (3 hours)
- YM439 Practical Youth Ministry Applications (3 hours)

Worship Arts Core (27 hours)

- MU213 Music Technology (3 hours)
- MU215 Worship Leading (2 hours)
- MU222A Music Theory II (2 hours)
- MU222B Music Theory II (2 hours)
- MU334 Basic Conducting (2 hours)
- MU338 Music History & Literature II (3 hours)
- MU347 Worship Literature (3 hours)
- MU443 Music Philosophy & Leadership (2 hours)

Applied Music

- MU Primary Proficiency (6 hours)
- MU Secondary Proficiency (2 hours)

Christian Ministry

CM099 One Christian Ministry required each Semester (0 hours)

PROFESSIONAL DIRECTED STUDIES

Bachelor of Science Degree

(See Professional Directed Studies Department, p. 153)

WORSHIP ARTS

Bachelor of Science Degree

(See Music Department, p. 130)

Courses required as part of General Education requirements

- MU221A Music Theory I (2 hours)
- MU221B Music Theory I (2 hours)
- MU337 Music History & Literature (3 hours)
- Pick 4:* MU Ensembles (4 hours)

Major –29 hours plus concentration

Worship Arts Core (29 hours)

- MU213 Music Technology (3 hours)
- MU215 Worship Leading (2 hours)
- MU222A Music Theory II (2 hours)
- MU222B Music Theory II (2 hours)
- MU331A Music Theory III (2 hours)
- MU331B Music Theory III (2 hours)
- MU334 Basic Conducting (2 hours)
- Pick 1:* MU335 Advanced Choral Conducting (2 hours) OR
- MU336 Advanced Instrumental Conducting (2 hours)
- MU338 Music History & Literature II (3 hours)
- MU347 Worship Literature (3 hours)
- MU443 Music Philosophy & Leadership (2 hours)
- MU490 Senior Recital Preparation (1 hour)
- MUPB Praise Band (2 hours [course 1 hr, take twice])
- MUR Senior Recital (0 hour)
- MU449 Worship Arts Internship (1 hour)

*MU221A & MU221B Music Theory I (each 2 hours) meets the Fine Arts requirement in General Education.

*MU337 Music History & Literature (3 hours) meets 3 hours of General Education electives.

*MU Ensembles (4 hours) meets the remaining hours in General Education electives.

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

Choose one of the next three concentrations

Music–Worship Arts: Keyboard –16 hours

- MU200 Hymn Playing & Accompanying (2 hours)
- MU361 Piano Pedagogy I (2 hours)
- MUGR General Recital (0 hours)
- Pick 1:* MUP Applied Piano (2 hours) OR
- MUO Applied Organ (2 hours) OR
- MU362 Piano Pedagogy II (2 hours)
- MUP Piano Lessons (8 hours)
- MUV Voice Lessons (2 hours)

Music–Worship Arts: Voice– 16 Hours

MU120	Diction (2 hours)
MU371	Vocal Pedagogy (2 hours)
MUGR	General Recital (0 hours)
MUKP	Keyboard proficiency (0 hours)
<i>Pick 1:</i>	MUP Applied Piano (2 hours) <u>OR</u>
	MU150 Group Guitar I (1 hour) <u>OR</u>
	MU151 Group Guitar II (1 hour) <u>OR</u>
	MUG Applied Guitar (2 hours)
MUV	Voice Lessons (8 hours)
<i>Pick 1:</i>	MU372 Vocal Pedagogy II (2 hours) <u>OR</u>
	MU431 Choral Arranging (2 hours) <u>OR</u>
	MU437 Choral Literature (2 hours)

Music–Worship Arts: Guitar– 16 Hours

MUGR	General Recital (0 hours)
MUKP	Keyboard proficiency (0 hours)
<i>Pick 1:</i>	MUO Applied Organ (2 hours) <u>OR</u>
	MUP Applied Piano (2 hours)
MUG	Guitar Lessons (8 hours)
MUV	Voice Lessons (2 hours)
	<u>MU Electives</u> (4 hours)

ASSOCIATES DEGREES (Bridge)

BIBLICAL STUDIES (Bridge)

Associate of Arts Degree

(See Bible & Theology Department, p. 84)

Major–24 hours

IC111	Introduction to Christian Missions (3 hours)
	<u>BI/TH Electives</u> (21 hours)

Christian Ministry

CM099	One Christian Ministry required each Semester (0 hours)
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CHILDREN’S MINISTRY (Bridge)

Associate of Arts Degree

(See Ministry Studies Department, p. 114)

Major–21 hours

IC111	Introduction to Christian Missions (3 hours)
CM202	Teaching Children Effectively Level I (2 hours)**
CM203	Teaching Children Effectively Level II (2 hours)**
CM204	Understanding Today’s Child (2 hours)**
CM205	Progressive Methods Child Evangelism (2 hours)**

- LD401 Distinctives of CEF (1 hour)**
- LD402 Ministry Strategy and Development (2 hours)**
- LD403 Leadership Essentials (2 hours)**
- MS340 Theological Foundations for Ministry (3 hours)
- Pick 1: TT301 Dynamics of Teacher Training * (2 hours) OR
- TT401 Instructor of Teachers * (2 hours)

***Courses taken through Children's Ministries Institute*

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

WORSHIP ARTS (Bridge)
Associate of Arts Degree
(See Music Department, p. 130)

Major—22 hours

- IC111 Introduction to Christian Missions (3 hours)
- MU213 Music Technology (3 hours)
- MU215 Worship Leading (2 hours)
- MU347 Worship Literature (3 hours)
- MU337 Music History & Literature (3 hours)

MU Ensembles (4 hours)

Applied Music (4 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

ONE-YEAR CERTIFICATES (Gateway)

BIBLE TRACK (Gateway)
One-Year Certificate

(See Bible & Theology Department, p. 84)

Certificate—33 hours

- BI111A Survey of Old Testament Literature I (3 hours)
- BI111B Survey of Old Testament Literature II (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- BI224 Gospel of John (3 hours)
- TH114 Survey of Theology (3 hours)

Bible/Theology Electives (15 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

LIFE TRACK (Gateway)
One-Year Certificate

(See Bible & Theology Department, p. 84)

Certificate–33 hours

- BI111A Survey of Old Testament Literature I (3 hours)
- BI111B Survey of Old Testament Literature II (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- BI224 Gospel of John (3 hours)
- TH114 Survey of Theology (3 hours)

Open Electives (15 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

WORSHIP ARTS (Gateway)

One-Year Certificate

(See Music Department, p. 130)

Certificate–33 hours

- BI111A Survey of Old Testament Literature I (3 hours)
- BI111B Survey of Old Testament Literature II (3 hours)
- BI112 Survey of New Testament Literature (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- TH114 Survey of Theology (3 hours)
- MU221A Music Theory I (2 hours)
- MU221B Music Theory I (2 hours)
- MU213 Music Technology (3 hours)
- MU215 Worship Leading (2 hours)
- MU347 Worship Literature (3 hours)

Applied Music (4 hours)

MU Ensembles (2 hours)

Christian Ministry

- CM099 One Christian Ministry required each Semester (0 hours)

COURSE DESCRIPTIONS

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Biblical Counseling (CO)	184
Biblical Languages (BL).....	187
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Children’s Ministry (CM, LD, TT).....	191
Education (ED)	193
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History and Political Science (HP)	197
Intercultural Studies (IC)	199
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Military Science (MIL)	201
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Music (MU)	206
Organizational Leadership (OL)	215
Pastoral Ministry (PM)	216
Physical Education (PE).....	217
Religion and Philosophy (RP).....	220
Science (SC).....	221
Social Science (SS).....	222
Theatre (TA)	224
Theology (TH)	228
Youth Ministry (YM).....	229



COURSE DESCRIPTIONS

Course descriptions and course scheduling are subject to change, without prior notice, in accordance with established procedures. The type of course is indicated on the transcript and on the Semester Course Offerings List. Types of Courses (as designated by letter):

- “T” courses are traditional college courses, offered mainly during the day.
- “I” courses are intensive college courses, offered at night for six weeks, four hours a night.
- “N” courses are online courses in the eight-week mode through the Non-Traditional Studies Department and are considered distance education.
- “O” courses indicate a format that takes place in the professor’s office (i.e., practicum, internship, field experience, etc.).
- “L” courses are private lessons and are usually found in the music area.
- “D” courses are independent studies when traditional scheduling must be tailored to meet a student’s degree requirement. From time to time, independent courses are offered which are not listed in the catalog. A number will be assigned to these courses at that time. Independent courses which are equivalent to a course listed here will carry the same number and title with the type of course identified as “D.”

ACCOUNTING (AC)

AC211 Introduction to Accounting (I-3 hrs)

3 hours

Students learn accounting principles and procedures addressing debits and credits, classifying accounts, and the accounting equation. Students learn that accurate financial records must be kept in the process of running any organization and learn how good accounting principles produce these records.

AC313 Cost Accounting (I-3 hrs)

3 hours

Cost accounting systems provide valuable information for management planning and control. Students in this course will be exposed to advances in cost accounting in recent years while working through the basics of cost accounting through case study. The cases cover a variety of decision-making settings and illustrate the role of cost information in these settings. (Also listed as BU313)

AC335 Accounting for Managers (I-3 hrs; N-3 hrs)

3 hours

Management use of accounting data for planning and control; theories and practice of cost accounting and analysis of data for management decision making. The course includes cost behavior analysis, cost-volume-profit analysis, responsibility accounting, budgeting and performance measurement, and pricing decisions. (Also listed as BU335)

BIBLE (BI)

BI100 Introduction to the Bible (T-1 hrs)

1 hour

This course is an introduction to the origin and broad message of the Bible. Topics will include a quick summary of Bibliology, history of manuscripts and translations, basic structure and flow of both Testaments, literary composition – genre, Christ as unifying theme of the Bible, and a brief overview of rules for Bible interpretation.

BI111 Survey of Old Testament Literature (T-3 hrs; I-3 hrs) 3 hours

An overview of the entire Old Testament law, history, poetry, and prophecy. The authorship, time of writing, key words and verses, theme, purpose, and an outline are covered for each book, as well as the highlights of their contents. (Prerequisite: BI100)

BI112 Survey of New Testament Literature (T-3 hrs; I-3 hrs) 3 hours

A study of each book of the New Testament. Emphasis is placed on an understanding of the background of the author and the writing of each book, as well as key elements such as its theme, key verse, and key words. The contents of each book are studied in summary form. A survey of the inter-testamental period is also included. (Prerequisite: BI100)

BI115 Bible Study/Hermeneutics (T-3 hrs; I-3 hrs; N-3 hrs) 3 hours

An introduction to Bible study methods from a dispensational framework, including inductive study involving the steps of observation, interpretation, application, and correlation. The course is designed to clarify progressive revelation, biblical covenants, and the distinction between church and Israel, which is expressed in a premillennial theology.

BI116 The Creation – Evolution Conflict (I-3 hrs) 3 hours

This course examines the concepts of biblical creationism and biblical catastrophism imbedded in Genesis 1-11 and the implications these truths have on the world in which we live.

BI220 Life of Christ (T-3 hrs; N-3 hrs; I-3 hrs) 3 hours

A study of the earthly life of Christ as revealed in the four Gospels. Special emphasis is placed on establishing a harmony of the Gospels, especially regarding the chronology of events, Jesus' message, and His miracles.

BI222 Luke (T-3 hrs; I-3 hrs) 3 hours

A study of Luke's portrayal of Jesus of Nazareth, investigating the uniqueness of Luke's account of the human effects of the incarnation. An emphasis will be placed on developing disciples as Jesus taught His disciples after he "set His face to Jerusalem."

BI223 Mark (T-2 hrs; I-3 hrs) 2-3 hours

A study of Mark's portrayal of Jesus of Nazareth, emphasizing the features of Mark which are unique and distinctive. Comparisons are made with the other Gospels to implement this purpose.

BI224 John (T-3 hrs; I-3 hrs) 3 hours

The fourth Gospel is analyzed to distinguish its unique features which traditionally have placed it in a category distinct from the viewpoint of the Synoptics. The doctrinal, devotional, and prophetic aspects are emphasized.

BI225 Galatians and James (T-2 hrs; I-3 hrs) 2-3 hours

The relationship of "justification by faith" to the demonstration of a "faith that works" is studied in these seemingly contradictory letters. The problem of legalism and the concept of the "law of liberty" in the Christian life are carefully examined.

BI227 Joshua, Judges, and Ruth (T-2 hrs; I-3 hrs) 2-3 hours

A study of the pre-monarchy period of Israel's history as reflected in the books of Joshua, Judges, and Ruth. A special emphasis is placed on the social, political, and spiritual conditions of Israel during this time.

BI228 Thessalonian Epistles (T-2 hrs; I-3 hrs) 2-3 hours

An analysis of Paul's earliest epistles with emphasis on Paul's revelation concerning the Rapture and the Day of the Lord.

BI229 Proverbs (T-2 hrs; I-3 hrs) 2-3 hours

A study of Proverbs, concentrating on the structure of individual proverbs while emphasizing the moral and theological principles contained in the book.

BI230 Minor Prophets (T-3 hrs; I-3 hrs) 3 hours

A study of the 12 minor prophets with special emphasis on the historical background, the content, the spiritual message, and the preaching value of each book.

BI238 Acts (T-2 hrs; I-3 hrs; N-3hrs) 2-3 hours

An analytical study of the book of Acts that examines the foundation and early development of Christianity. Particular attention is given to the transition from Israel to the Church and Paul's missionary journeys.

BI239 Ezra, Nehemiah, and Esther (T-2 hrs) 2-3 hours

This study of the postexilic books examines their chronological setting, their place in God's prophetic program, and their bearing on the history of Israel.

BI241 The Divided Kingdom (1 and 2 Kings) (I-3 hrs) 3 hours

A study of the key passages and themes in the books of First and Second Kings related to the period of Israel's history commonly referred to as the divided kingdom. This course is especially designed to provide a theological interpretation of these historical books and show how to draw out and teach relevant life applications for today from these narrative accounts.

BI245 Studies in Exodus (I-3 hrs) 3 hours

A study of the key passages and themes in the book of Exodus. This course is especially designed to provide the student with a foundational theology of God, his attributes, names, moral standards, acceptable worship, and his divinely initiated plan of redemption. Studying the events and theology of this book more carefully will do much to fortify the student's faith as a believer today and enable the student to stand strong against the temptations and pressures in today's world.

BI248 General Epistles (T-2 hrs; I-3 hrs) 2-3 hours

The epistles of Peter, John, and Jude are carefully studied. Their contribution to the needs of the early church, their local setting, and their present-day application is outlined.

BI326 Prison Epistles (T-3 hrs; I-3 hrs) 3 hours

The books of Ephesians, Philippians, Colossians, and Philemon are carefully analyzed. The important doctrines concerning both the character and conduct of Christians are clearly presented.

BI331 Daniel and Revelation (T-3 hrs; I-3 hrs)**3 hours**

A study of the books of Daniel and Revelation with special emphasis on the prophetic outline developed in these books. The course also will deal with the arguments for the authenticity of the book of Daniel.

BI332 1 Corinthians (T-3 hrs; I-3 hrs)**3 hours**

This strategic church epistle is studied in order to understand Paul's description of church order, structure, government, and problems. Spiritual gifts are seen in the light of the Spirit's purpose in promoting the effectiveness of the local church.

BI334 Romans (T-3 hrs; I-3 hrs)**3 hours**

A systematic analysis of the book of Romans, highlighting the outworking of God's righteousness in His plan of salvation. Each student is required to master the argument of Romans as a solid foundation for Christian living and service.

BI343 Genesis (T-3 hrs; I-3 hrs)**3 hours**

A systematic study of the chronological progression of events in this foundational book. Practical emphasis is placed on the content and its relation to the geography, local setting, and historical significance to the early history of Israel.

BI345 Matthew (T-3 hrs; I-3 hrs)**3 hours**

An analytical study of the first Gospel with particular attention given to Matthew's portrayal of Jesus, the themes of the Gospel, narrative analysis, discipleship, and interpretive issues of the book.

BI346 Hebrews (T-3 hrs; I-3 hrs)**3 hours**

The book of Hebrews is studied with a focus on Christology. The background of the book in the Old Testament Levitical system is surveyed to provide an adequate foundation for interpretation.

BI360 Ephesians and Colossians (I-3 hrs)**2-3 hours**

An expositional study of the twin epistles of Ephesians and Colossians. The doctrines of the Church as the Body of Christ and Christ as the Head of the Church are carefully examined and explained. The related truths of the standing of the believer in Christ and the resulting practical Christian life are also emphasized.

BI371 Biblical Sites Trip**3 hours**

This course is designed to give the student experience in cross-cultural life and ministry. This is an international trip carried out over the summer to various locations in partnership with different organizations. Emphasis is placed on learning culture, cross-cultural ministry, and biblical archeology. The location for the trip will be announced the fall semester prior to the summer of the trip. (Prerequisite: IC301, IC302, also listed as IC/RP/SS371)

BI411 Pauline Epistles (I-3 hrs)**3 hours**

An exegetical survey of the Epistles of Paul (Romans-Philemon) to understand the flow of Paul's argument and to understand the significance to thinking and living biblically.

BI433 Isaiah (T-2 hrs; I-3 hrs)**2-3 hours**

The book of Isaiah is studied as a representative of the major prophetic literature. The course includes a study of the historical background, the message to pre-exilic Israel, and the Messianic and eschatological prophecies. The contribution of the book to premillennial theology is discussed.

BI441 Pastoral Epistles (T-2 hrs; I-3 hrs; N-3 hrs)**2-3 hours**

An exposition of 1 and 2 Timothy and Titus. Their content and topics are developed, emphasizing the responsibilities of leaders in the church.

BI459 Advanced Hermeneutics (T-2 hrs; I-3 hrs)**2-3 hours**

This course covers the issues of exegetical analysis and exposition, building on the hermeneutical principles learned in the previous course. The principles of historical, grammatical, and rhetorical interpretation will comprise the major portion of the course along with the expositional method for teaching. (Prerequisite: BI115 or professor's approval)

BIBLICAL COUNSELING (CO)**CO244 Introduction to Biblical Counseling (T-3 hrs; I-3 hrs)****3 hours**

An introductory study of the definitive approach to counseling based on biblical truth and effecting biblical change. Content includes comparison of the biblical model as compared to modern philosophies, emphasis on the centrality of the gospel, and an explanation of counseling components, principles, and methods. This is a prerequisite for all counseling courses.

CO245 History of Psychological Systems (T-3 hrs; I-3 hrs)**3 hours**

An evaluative survey of major psychological systems, analyzing the concepts of principles of each system's theory of personality development. Emphasis is placed on providing a strong foundation of biblical truth, response to these theories, and guidance for recognizing and evaluating future theories. (Prerequisite: CO244)

CO247 Counseling Cross-Culturally (I-3 hrs)**3 hours**

A study of cultural issues related to cross-cultural biblical counseling. This course will include a review of cultural self-awareness, ethnic groups, lifestyle traditions and changes, and counseling in culturally diverse situations. (Prerequisite: CO244)

CO249 Conference* (O-3 hrs)**3 hours**

The student will attend an approved Biblical Counseling conference for the purpose of widening their exposure to biblical counseling theories and practices. The student will also be able to network with other counselors and leaders in the biblical counseling field. Fee: Shared costs for transportation, food, lodging, and registration. (Prerequisite: CO244) *Such as the Association of Certified Biblical Counselors (ACBC) annual conference.

CO326 A Biblical Perspective of Addictions (I-3 hrs)**3 hours**

This course is a study on a biblical view of the causes of addiction. This study examines and compares various addictions and various methods of resolving addictions with an emphasis on the biblical perspective. (Prerequisite: CO244)

CO327 Life Dominating Sexual Sins (I-3 hrs)**3 hours**

This course addresses the origin, development, and consequences of life dominating sins. This includes possible causes, debilitating behavior, and consequences of sexual abuse, both immediate and far reaching. The course will include an understanding of necessary life transformations for the resolution of the varieties of life dominating sexual sins. (Prerequisite: CO244)

CO331 Group Counseling Practicum (I-3 hrs)**3 hours**

This course seeks to help biblical counselors be more effective in group counseling situations. The course explores group dynamics and its relationship to ministry from a biblical perspective. Emphasis is placed on group behavior and practical application of group counseling. (Prerequisite: CO244)

CO338 Counseling Children (I-3 hrs)**3 hours**

This course seeks to help biblical counselors be more effective in their work with children by addressing the specific developmental tasks and challenges (both personal and interpersonal) that children face as part of their maturation process. The specific struggles of children will be addressed with biblical solutions. Learn how to effectively address and lead children to faith in Jesus Christ. (Prerequisite: CO244)

CO340 Counseling Youth (I-3 hrs)**3 hours**

This course seeks to help biblical counselors be more effective in their work with youth by addressing the specific developmental tasks and challenges (both personal and interpersonal) that youth face as part of their maturation process. The specific struggles of youth will be addressed with biblical solutions. (Prerequisite: CO244)

**CO342 Developing and Establishing a Biblical Counseling Center
in the Local Church (I-3 hrs)****3 hours**

This course will include all aspects of establishing a biblical counseling center from the ground up. Consideration will be given to a financial operating budget, creating specific forms, becoming aware of legal implications, and becoming familiar with the day-to-day operations of a biblical counseling center in a local church. Perspective will be given to working independently or with a local church or para-church organization. (Prerequisite: CO244)

CO345 Marriage and Family Counseling (T-3 hrs; I-3 hrs)**3 hours**

An in-depth consideration of premarital and marital counseling. Attention is given to the preparation for and the experience of family life and the possible impediments to family life within the biblical perspective. (Prerequisite: CO244)

CO346 A Biblical Perspective of Depression (I-3 hrs)**3 hours**

This course is a study of a biblical view of depression. This course will contain a description of various types of depression, including origins and effects, with some aids to its resolution from a biblical perspective. (Prerequisite: CO244)

CO347 Counseling the Non-Traditional Family (I-3 hrs)**3 hours**

This course will study the non-traditional family units created by death, divorce, and remarriage as well as the mature single adult. The childless couple's dilemma will be considered. Skills necessary for effectively counseling non-traditional families will be examined. (Prerequisites: CO244 and CO345)

CO348 Counseling Troubling Emotions (I-3 hrs)**3 hours**

This course will give the student practical, heart-changing counseling approaches for ministering to individuals who struggle with fear, anxiety, worry, anger, guilt, and shame. The course will include the resolution of long-standing negative habits and behaviors. Emphasis is placed on biblical truth, God's sovereign presence, and the role of sanctification in the management of these emotions and behaviors. (Prerequisite: CO244)

CO351 Introduction to Human Trafficking & Exploitation (I-3 hrs)**3 hours**

This introductory course will investigate the nature and scope of the world-wide human trafficking epidemic with a view to understanding the impact the biblical gospel of grace can have on individuals trapped and set free from this bondage. Integral to this course is extensive exposure to principles of Biblical Counseling. (Prerequisite: CO244)

CO352 Human Trafficking Intervention (I-3 hrs)**3 hours**

This course will acquaint students with United States and International laws regarding human trafficking, law enforcement actions when detecting and intervening, intervention strategies, and cooperation between law enforcement and non-government victim support organizations. (Prerequisites: CO244 and CO351)

CO411 Transformation & Restoration (I-3 hrs)**3 hours**

This course offers biblical help and guidelines for those ministering to individuals who have experienced trauma as a result of abuse, human trafficking, rape, abandonment, etc. A biblical counseling framework is given to work through the trauma not just to survive but to thrive for God's glory. Physical, mental/emotional, social and spiritual needs will be considered, as well as what responsible caregiving involves. (Prerequisite: CO244)

CO432 Crisis Counseling (T-3 hrs; I-3 hrs)**3 hours**

This course is a study in the nature of crisis and conveys practical steps for ministering to those who struggle and to those who care for them. This course presents an understanding of and scriptural basis for crisis, trauma, loss, and grief, the processes they represent, and how and when they occur. (Prerequisite: CO244)

CO436 Death, Dying, and Grief Counseling (I-3 hrs)**3 hours**

This course is designed to help the student understand the various dynamics of death, dying, and grief through a conscientious study of God's Word. (Prerequisite: CO244)

CO438 Substance Abuse (T-3 hrs; I-3 hrs)**3 hours**

This course is designed to provide an overview of substance abuse counseling by exposing students to a biblical and theological understanding of chemical dependence, as well as the dynamics, etiology, diagnosis, and treatment of substance-related disorders. (Prerequisite: CO244)

CO446 Selected Counseling Topic Seminar (I-3 hrs)**3 hours**

This course seeks to prepare biblical counselors to be more effective in ministering to individuals, couples, and families struggling with a variety of presenting problems, including, but not limited to, self-harm, eating disorders, suicidal thoughts, family of origin issues, healthy relationships, perfectionism, bitterness, lack of self-control (impulsivity and compulsivity), affair recovery, etc. A total of four major

counseling topics will be explored throughout the semester each time the course is offered. Possible biblical solutions will be identified for each main topic addressed in class. (Prerequisite: CO244)

CO449 Senior Counseling Project (O-3 hrs) 3 hours

This course will assess the student's cumulative theological and counseling understanding through the development of written statements in response to a series of questions provided for the student. This project will allow the student to complete much of the testing section of the certification process. The student will also be required to develop a personal philosophy of counseling consistent with a biblical worldview. (The student must have completed their junior year and 15 hours of Biblical Counseling courses. Admission by permission of the Biblical Counseling Department Chair)

CO453 Counseling Internship (O-3 hrs) 3 hours

This course is designed to provide the student opportunity for practical experience in a supervised internship program. During this course the student will apply academic concepts to practice. Permission of the department chair is required for enrollment in this course. (Prerequisite: The student must have completed the junior year and 15 hours in the Professional Education division of their major. Fee: \$100)

BIBLICAL LANGUAGES (BL)**BL211 Greek for Non-Greek Majors (I-3 hrs) 3 hours**

A study of the alphabet, vocabulary, and some of the basics of the grammar of New Testament Greek which lays the foundation for using various biblical tools which require a fundamental knowledge of Greek.

BL231 Greek I (T-4 hrs) 4 hours

An introduction to elementary grammar and basic vocabulary of Koine Greek, including the reading of progressively more complex passages from the Greek New Testament. (Prerequisite: English proficiency at or beyond the EN112 level; concurrent enrollment in EN112 is acceptable. Fee: \$20)

BL232 Greek II (T-4 hrs) 4 hours

Building upon the foundation laid in Greek I, this study completes the basic survey of elementary Greek grammar and includes the reading of the text of 1 John as well as wide reading in the Greek New Testament. (Prerequisite: BL231. Fee: \$20)

BL342 Greek Reading I (T-2 hrs) 2 hours

Building on one year of elementary Greek grammar, this course introduces the student to an intermediate level of Greek through an inductive, reading-based approach to the text. The student is also introduced to the basic methods and issues related to New Testament textual criticism and its relevance to contemporary ministry. The primary goals of the course are to build the student's confidence in reading the Greek New Testament through exposure to a wide range of Scriptures, and to build sermon outlines based on the actual structure and flow of paragraphs in the Greek New Testament. (Prerequisite: BL232. Fee: \$20)

BL343 Greek Reading II (T-2 hrs)**2 hours**

This course is the continuation of BL342 and continues an inductive study of New Testament Greek. Printed and computerized reference tools used in Greek exegesis are introduced with a view toward ministry application. (Prerequisite: BL342 with a grade of C or better. Fee: \$20)

BL345 Intermediate Greek Grammar and Syntax (T-2 hrs)**2 hours**

Intermediate Greek grammar and syntax are studied in a topical, deductive framework with assigned readings from the New Testament that illustrate the relevant principles. (Prerequisite: BL342 with a grade of C or better or concurrent enrollment in BL342. Fee: \$20)

BL453 Greek Exegesis: [Selected Subjects] (T-2 hrs)**2 hours**

Greek exegesis of selected portions of the original text of the New Testament. The particular selections chosen will be the decision of the professor, but an attempt will be made at exposing the student to the various genre and writers of the New Testament. Emphasis will be placed on sight-reading of the text, as well as detailed exposition of a more limited portion. The historical and cultural background of the text and its theological contributions will be studied. This course may be repeated for credit due to the rotating nature of the selections covered. (Prerequisite: BL343 or equivalent. Fee: \$20)

BL471 Hebrew I (T-4 hrs)**4 hours**

A study of the fundamentals of Hebrew phonology, morphology, and syntax, emphasizing extensive reading of the biblical text. (Fee: \$20)

BL472 Hebrew II (T-4 hrs)**4 hours**

The practical demonstration and application of grammar, reading, and exegesis in the Hebrew text. Special emphasis is placed upon making Hebrew a useful tool for the ministry. (Prerequisite: BL471 or equivalent. Fee \$20)

BL473 Hebrew Reading (T-4 hrs)**4 hours**

Building on the skills developed in other Hebrew classes, this course reinforces the student's grasp of the grammar and syntax of biblical Hebrew by exposing him to selected texts in several literary genres. Focus is placed on sight recognition of terms, grammatical forms, and syntactical relations. (Prerequisite: BL472 or equivalent. Fee \$20)

BUSINESS (BU)**BU205 Business Information Systems (I-3 hrs)****3 hours**

This course familiarizes students with management information systems theory, the systems currently being used for meeting information systems requirements, and the application of current software packages (spreadsheets and databases) to solve information problems. The emphasis is primarily on using the computer through practical, hands-on operation, thereby providing experience in the use of computers in higher-level courses and business environments.

BU305 Business Statistics (I-3 hrs; N-3 hrs)**3 hours**

This course is designed to acquaint students with major data-driven tools used in business analysis. Mathematical formulas will be demonstrated to help students in analysis of data management. Students

should possess skills in algebra. Students will learn how to choose the correct tool(s) for their specific application(s).

BU313 Cost Accounting (I-3 hrs)**3 hours**

Cost accounting systems provide valuable information for management planning and control. Students in this course will be exposed to advances in cost accounting in recent years while working through the basics of cost accounting through case study. The cases cover a variety of decision-making settings and illustrate the role of cost information in these settings. (Also listed as AC313)

BU321 History of Money and Banking (I-3 hrs)**3 hours**

The student will examine the history of money and monetary instruments, the evolution of our current banking systems, and predictions of future monetary systems. Topics will include precious-metal currency, paper money, stock, bonds, insurance, and other advanced financial instruments.

BU330 Essentials of Management (I-3 hrs; N-3 hrs)**3 hours**

This course gives the basic explanation of management terminology, legal doctrines and principles, development, and business principles. While it is impossible to be comprehensive in one course, the necessary essentials of management will be taught from a biblical worldview and the practical experience of the American legal culture. Students in profit and nonprofit organizations will benefit from the teaching and student interaction provided in this course.

BU332 Marketing Principles (I-3 hrs)**3 hours**

This course will provide the student with the framework for understanding what marketing is and the function of marketing in a firm or nonprofit organization. The terms, strategies, and social responsibility of marketing will be taught from a biblical worldview. Students will learn about selling and advertising while learning that marketing is so much more. This is an activity-based class where students will have to work outside of the classroom and share their work with classmates.

BU335 Accounting for Managers (I-3 hrs; N-3 hrs)**3 hours**

Management use of accounting data for planning and control; theories and practice of cost accounting and analysis of data for management decision making. The course includes cost behavior analysis, cost-volume-profit analysis, responsibility accounting, budgeting and performance measurement, and pricing decisions. (Also listed as AC335)

BU340 Business Problems & Policies (I-3 hrs)**3 hours**

This course will provide the student with the dynamics of business operations in contemporary times. An examination of corporate policies and business strategies will enable students to be prepared for future decision making in the organizations and firms in which they gain employment. Legal and behavioral points of view will be examined in the development of organizational leadership. Students will learn concepts through examination of case studies.

BU341 Labor Relations (I-3 hrs)**3 hours**

A study designed to acquaint the student with the historical, legal, and structural environment affecting labor-management relations and to examine the rights and obligations of labor and management.

BU350 Human Resource Management (I-3 hrs; N-3 hrs)**3 hours**

This course is designed to acquaint the student with a basic competency of the HR function within an organization from a practical perspective.

BU430 Marketing Research (I-3 hrs)**3 hours**

This course teaches business students how to acquire the data needed to make marketing decisions in profit or nonprofit organizations. Students should already have a basic knowledge of marketing principles. Students will learn a variety of strategies to gather important information and organize the data to make informed marketing decisions. Students **MUST** have access to a computer with Internet capabilities.

BU445 Financial Management (I-3 hrs)**3 hours**

This course will provide the student with the general nature of financial management, the American financial system, taxes, and the major financial decisions of corporations. Specific attention is given to present value and capital budgeting, risk and asset pricing, financial analysis and forecasting, financial decisions and market efficiency, and capital structure. Problem-solving methodology is used to illustrate the theories and tools in financial decision making. Students may work in teams. During the first class, the instructor will ask students to choose Fortune 500 companies to follow. This is a hands-on course that focuses highly on applying learned concepts to day-to-day business decisions.

BU447 Legal Implications of Business (I-3 hrs; N-3 hrs)**3 hours**

A basic explanation of the law – its sources, development, and terminology – and a discussion of specific legal doctrines and principles which affect business, with an introduction to business organizations such as corporations and partnerships, criminal contracts, legal documents, and property. (Also listed as OL447)

BU449 Senior Project (O-3 hrs)**3 hours**

The student must merge theoretical and practical skills gained in the business program to prepare for future occupation and/or ministry. Students must thoroughly design a pre-approved business or ministry. Using elements from the student's academic emphasis area, the student must prepare and present a detailed business plan articulating organizational practices, goals, finance, and organizational development.

BU450 Legal Aspects of Human Resources (I-3 hrs)**3 hours**

This course is designed to acquaint the student with major legal aspects of Human Resource Management. Taking a fresh approach to employment law, students will examine the extensive and growing body of law regulating the employment relationship and influencing virtually every area of human resource practice.

COMMUNICATIONS (COM)**COM110 Written Research Practicum (T-1 hr)****1 hour**

This course is an introduction to research and the Turabian format. Topics will include pre-research, search strategies, database searching, note taking, evaluating resources, formatting a paper in the Turabian style, and building citations. (Fee: \$25)

COM220 Oral Communication (T-3 hrs)**3 hours**

Training in the principles of oral communication and the application of these principles to public speaking so the student may communicate effectively with the society in which he lives. (Prerequisite: EN112. Fee: \$15)

COM230 Voice and Diction in Public Speaking (T-3 hrs)**3 hours**

This course will train students in technique that mentally and physically communicates the spoken text in effective and dynamic ways. (Prerequisite: EN112 and COM220)

COM311 Group Decision Making (I-3 hrs; N-3 hrs)**3 hours**

Students will learn concepts of communication interpersonally and in the group through exercises, reading, and activities. Basic skills and strategy will be emphasized orally and written. The course is divided into five major areas: Why Communicate?; Value of Group Communication; Dynamics of Group Communication; Managing Group Conflict; and Managing Group Communication.

COM333 Biblical Communications (T-3 hrs; I-3 hrs)**3 hours**

This course is designed to give women the basics of message preparation and presentation. This course will also include a study of women as audience and learners. The student will have opportunities to create and practice relevant, biblical presentations appropriate for devotions, dinners, retreats, conferences, and podcasts. [For women only] (Prerequisite: COM220)

CHILDREN'S MINISTRY (CM, LD, TT)**CM202 Teaching Children Effectively, Level 1 (CMI-2 hrs)****2 hours**

A practical learning experience designed to equip students with basic skills and effective methods to evangelize children and immediately begin a neighborhood or public school ministry. Emphasis is placed on organizing and conducting meaningful classroom activities which can enrich children spiritually. In addition to regular course work, students are required to participate in teaching five children's classes applying the methods learned in this course.

CM203 Teaching Children Effectively, Level 2 (CMI-2 hrs)**2 hours**

TCE Level 2 is designed to provide information and practical methods which will enable the student to effectively guide the saved child in progressive spiritual growth. The course is centered on the principle that true teaching of the Word of God produces change. Students gain skills which will enable them to offer practical help to children as they establish and develop a personal relationship with God. Students are required to participate in teaching five children's classes, applying the methods learned in the course to enforce classroom study.

CM204 Understanding Today's Child (CMI-2 hrs)**2 hours**

A study of child development and behavior from birth through adolescence as related to the unique problems faced in today's society. Emphasis is placed on the role of the parent/teacher in helping children to develop physically, socially, emotionally, intellectually, and spiritually. Students will also learn how to help children who are victims of abuse, divorce, and other dysfunctional situations. In addition, students will learn how to teach children from various religious backgrounds.

CM205 Progressive Methods of Child Evangelism (CMI-2 hrs) 2 hours

An advanced study of the doctrine of redemption and contemporary methods and strategies for evangelizing and teaching today's child. The course is designed to provide students with a variety of effective tools that can enhance evangelistic skills in children's ministry. The course also helps students define their theology of childhood conversion through an in-depth study of pertinent Scriptures and an examination of current philosophies concerning children and salvation.

LD401 Distinctives of Child Evangelism Fellowship (CMI-1 hr) 1 hour

This course examines the history, philosophy, and policies of Child Evangelism Fellowship. The requirements and process for becoming a member of the CEF staff in the USA or internationally will be discussed. This course reveals CEF as a worldwide mission organization with a vital influence in developing children's workers and leaders to be involved in reaching the world's most forsaken mission field with the gospel.

LD402 Ministry Strategy and Development (CMI-2 hrs) 2 hours

This course is a study of fundamental principles and skills basic to the successful development of a children's ministry in Child Evangelism Fellowship, the local church, or other mission organization. This course is designed for leaders who desire involvement in a dynamic ministry under the direction of the Holy Spirit.

LD403 Leadership Essentials (CMI-2 hrs) 2 hours

This course is focused on the student as a leader in children's ministry who is constantly growing and maturing in his or her walk with the Lord and with others. The course examines biblical principles for leadership and the personal qualities essential for a good leader. Through the DISC inventory, students will gain insight into the behavioral patterns that shape their leadership styles. In addition, emphasis is placed on interpersonal relationships, conflict management, and communication skills necessary for effective ministry.

TT301 Dynamics of Teaching Training (CMI-2 hrs) 2 hours

A course designed to equip students with basic skills for planning and conducting dynamic training for adult learners in various aspects of children's ministry. Students will learn how to conduct training in a variety of settings, including seminars, workshops, and conferences, and ongoing training will be discussed.

TT401 Instructor of Teachers, Level 1 (CMI-2 hrs) 2 hours

A course on equipping committed Christians with basic spiritual and educational principles they will need to present Teaching Children Effectively, Level 1 courses under the auspices of Child Evangelism Fellowship. Emphasis is placed on the role of the instructor of teachers under the control of the Holy Spirit, as an instrument to produce change. To qualify for a credential authorizing them as Level 1 instructors of teachers for Child Evangelism Fellowship, students must successfully participate in teaching one Teaching Children Effectively Level 1 course under supervision.

(CMI – Children's Ministry Institute – courses held at CEF Headquarters in Warrenton, MO)

EDUCATION (ED)**ED190 Introduction to Teacher Education (T-2 hrs) 2 hours**

A course designed to give the teacher education major an overview of the field of education. This course includes an introduction to the teacher education program and certification requirements for the State of Missouri.

ED241 Technology for Teachers (T-3 hrs) 2 hours

In this course students will learn how to integrate educational technology into elementary and secondary classrooms. The course will also focus on social, ethical, legal, and human issues surrounding the use of technology in the classroom. (Prerequisite: ED190 or permission from the Education Department program director)

ED247 Foundations of Education (T-3 hrs) 3 hours

This course is a survey of the philosophical, historical, sociological, and legal foundations of education in the United States. The student is required to formulate a personal philosophy of education consistent with a biblical worldview. (Prerequisite: ED190 or permission from the Education Department program director)

ED252 Field Experience I (O-1 hr) 1 hour

This course consists of observation and participation in the ongoing teaching/learning situations in a classroom in the student's certification area. The student is assigned to a local school where he/she observes a Missouri state-certified teacher for 30 hours in the classroom. (To be completed during the sophomore year. Prerequisite: ED190 or permission from the Education Department program director)

ED323 Educational Psychology (T-3 hrs) 3 hours

This course is an introduction to the study of psychological principles as applied to education with an emphasis on the psychology of learning, individual differences, motivation, and measurements. (Prerequisite: ED190 or permission of the Education Department program director; must be officially admitted to Teacher Education program)

ED340 Teaching Elementary Social Studies (T-3 hrs) 3 hours

This course is a survey of basic social studies principles and practices which relate to students in the elementary years. Consideration is given to teaching strategies, construction of units of study, and planning field trips. (Prerequisite: ED190 or permission from the Education Department program director; must be officially admitted to Teacher Education program)

ED341 Teaching Elementary Reading (T-3 hrs) 3 hours

In this course the student is trained to teach reading from the phonetic approach and to manage a comprehensive reading program in the elementary school with an emphasis on the primary (1-3) grades. (Prerequisite: ED190 or permission from the Education Department program director; must be officially admitted to Teacher Education program)

ED342 Teaching Elementary Language Arts (T-3 hrs) 3 hours

In this course the student will study language arts (listening, speaking, writing, spelling) relative to objectives, teaching strategies, classroom activities, and teaching materials as they would be used in an

elementary classroom. (Prerequisite: ED190 or permission from the Education Department program director; must be officially admitted to Teacher Education program)

ED343 Teaching Elementary Literature (T-3 hrs) 3 hours

This course provides a survey of children's books with an emphasis on analysis of the worldview presented. (Prerequisite: ED190 or permission of the Education Department program director; must be officially admitted to Teacher Education program)

ED344 Teaching Elementary Science (T-3 hrs) 3 hours

This course prepares students to teach science concepts commonly developed in the elementary grades, with a special emphasis on use of materials, field trips, experiments, laboratory experiences, and other activities. (Prerequisite: ED190 or permission of the Education Department program director; must be officially admitted to Teacher Education program)

ED345 Teaching Elementary Mathematics I (T-3 hrs) 3 hours

This course covers the basic operations of mathematics and teaching strategies for primary (1-3) grades. (Prerequisite: ED190 or permission from the Education Department program director; must be officially admitted to Teacher Education program)

ED348 Literacy in Content Areas (T-3 hrs) 3 hours

This course is designed to help students learn how to improve the literacy skills of secondary school students. These skills are necessary for the comprehension of written content materials. The student will concentrate on curriculum, methods, and techniques specific to his/her certification area. (Prerequisite: ED190 or permission from the Education Department program director; must be officially admitted to Teacher Education program)

ED349 Educational Assessments (T-2 hrs) 2 hours

This course is an introduction to assessment of student achievement through use of teacher-made tests, standardized tests, portfolios, rubrics, and other assessment tools. (Prerequisite: ED190 or permission of the Education Department program director; must be officially admitted to Teacher Education program)

ED350 Exceptional Learners (T-3 hrs) 3 hours

This course is an introduction to human exceptionality and the field of special education. The diverse needs of students with varying abilities and how to make appropriate accommodations and modifications for individual differences in the least restrictive environment will be studied. (Prerequisite: ED341 or permission of the Education Department program director; must be officially admitted to Teacher Education program)

ED352 Reading & Literacy in Elementary School (T-2 hrs) 2 hours

This course will provide opportunities to increase understanding of the reading process and strategies for effective literacy instruction and assessment methods with an emphasis on the upper elementary grades (4-6). (Prerequisite: ED341 or permission of the Education Department program director; must be officially admitted to Teacher Education program)

ED353 Field Experience II (O-1 hr)**1 hour**

This course consists of 45 hours of involvement in a classroom. The student will observe a Missouri state-certified teacher and participate in a variety of activities to become familiar with the total school experience. (To be taken junior year. Prerequisites: ED190 and ED252; must be officially admitted to Teacher Education program)

ED434 Teaching Elementary Mathematics II (T-3 hrs)**3 hours**

This course covers the operations of mathematics and teaching strategies for upper elementary (4-6) grades. (Prerequisite: ED190 or permission from the Education Department program director; must be officially admitted to Teacher Education program)

ED444 Classroom Management (T-2 hrs)**2 hours**

This course covers the basics of classroom management, including how to organize the classroom for maximum learning plus principles of discipline in the classroom. (Prerequisite: ED190 or permission from the Education Department program director; must be officially admitted to Teacher Education program)

ED445 Reading Assessment & Remediation (T-3 hrs)**3 hours**

This course explores procedures for the diagnosis and correction of reading problems that may be found in elementary classrooms. (Prerequisites: ED341 and ED352 or permission of the Education Department program director; must be officially admitted to Teacher Education program)

ED446 Reading Interventions in the Secondary School (T-3 hrs)**3 hours**

This course focuses on evidence-based reading interventions for struggling readers. The essential components of effective reading instruction, scientifically-based reading strategies, interventions for students with learning or language needs, and appropriate literacy assessments are addressed. The student will conduct pre- and post-diagnostic testing for reading abilities, analyze that data, and identify and apply strategies for improving reading comprehension with an at-risk reading student. (Prerequisite: ED190 and ED348; must be officially admitted to Teacher Education program)

ED448 Teaching in Secondary Schools (T-2 hrs)**2 hours**

This is a methods course to be taken by those who plan to teach in secondary schools. The student will concentrate on teaching strategies, materials, and media specifically for the subject field in which the student will be teaching. (Prerequisite: ED190 or permission of the Education Department program director; must be officially admitted to Teacher Education program)

ED453 Student Teaching (O-8 hrs)**8 hours**

This course is the culmination of the education preparation program. This experience will consist of student teaching in close collaboration with a cooperating teacher. For twelve weeks (60 days), the student teacher will be an active participant completing required assignments, working with students as requested and under the supervision of the classroom teacher, and will assume responsibility to lead the class over an extended period of time. In this course, the student will complete a student teaching handbook, portfolio, and the Missouri Pre-Service Teacher Assessment (MoPTA). This course may only be taken after all other coursework is completed and if the standards for the educator preparation program have been maintained. (Corequisite: ED463; Student Fee: \$100, non-refundable; MoPTA Fee: \$275 for first submission)

ED459 Senior Seminar-Education (T-1 hr)**1 hour**

This course will provide opportunities for the student to develop skills in the areas of portfolio development, resumé writing & interviewing, proactive employment searches, and creating a personal learning plan. This course should be taken the fall before enrolling in ED453 - Student Teaching. (Prerequisite: ED190 or permission of the Education Department program director; must be officially admitted to Teacher Education program).

ED463 Teaching Portfolio (O-0 hrs)**0 hours**

The student will complete and submit a portfolio providing evidence that demonstrates the knowledge, skills, and competencies attained during the education preparation program. This portfolio will be completed according to the instructions given in ED190 and ED459 and will be submitted upon finishing ED453 for final evaluation by the Education Department faculty. (Corequisite: ED453; this is a non-credit, pass/fail requirement.)

ENGLISH (EN)**EN100 Introduction to College Composition (T-3 hrs; I-3 hrs; N-3 hrs)****3 hrs**

This course studies the structure of the English language, reviewing the parts of speech and analyzing how to combine them into grammatically correct phrases, clauses, sentences, paragraphs, and entire compositions. Emphasis is placed on accuracy in grammar, spelling, and punctuation, as well as on the student's application of basic principles in written composition. A five-page essay is required. (Course may be used as general education elective but does not fulfill English requirement.)

EN112 College Composition I (T-3 hrs; I-3 hrs; N-3 hrs)**3 hours**

This course develops the students' skills in composition and written expression with an emphasis on clarity, precision, and organization. The composition and style of the essay will form the framework of the class as students practice descriptive, narrative, critical, persuasive, and expository writing.

EN113 Composition II (T-3 hrs; I-3 hrs; N-3 hrs)**3 hours**

Through students' reading of selected literary works, this course develops skills in critical reading, analytical observation, and effective writing. Analytical competence is attained through various writing opportunities including expository and persuasive essay writing as well as through oral presentations and class discussions. In addition, students gain skills in research methods, both print and electronic, and the writing of a research paper. (Prerequisite: EN112)

EN223 American Literature (T-3 hrs; I-3 hrs; N-3 hrs)**3 hours**

American Literature acquaints the student with a process of reading, responding to, analyzing, interpreting, and writing about standard genres of American literature, including short stories, novels, novellas, poetry, and/or drama. No prior literary study is required. (Prerequisite: EN112 and EN113 with a grade of C or higher or by permission of the professor)

EN323 British Literature I (T-3 hrs)**3 hours**

Through the critical reading of selected classic works of British literature, this course develops skills in analysis, appreciation, and understanding of British literature from the middle ages through the eighteenth century. Literary selections include works from the early manuscripts, medieval authors, Chaucer, Shakespeare, Milton, Bunyan, and Swift. In addition, Part One of British Literature focuses on

some works of Christian literary tradition and allows for student evaluation of well-known works in light of scriptural truth.

EN410 Epic World Literature (T-3 hrs)**3 hours**

Through the critical reading of selected epic works of world classical literature, this course develops advanced skill in literary analysis. The student engages in definition, classification, and philosophical as well as cultural understanding of epic literature. In addition, the upper-level student compares ancient philosophies and beliefs to contemporary systems.

EN415 Shakespeare (T-3 hrs; I-3 hrs)**3 hours**

This course will focus on the Elizabethan world, authorship, language, and representative plays from the history, tragedy, comedy, and romance genres of the Shakespearean canon. The class will read and discuss these plays and watch actual performances. (Also listed as TA415) (Prerequisite: EN112 and EN113 with a grade of C or higher or by permission of the professor)

EN425 Playwriting (T-3 hrs)**3 hours**

This course will focus on the creative writer as playwright and will involve the student in the creation of character, plot, dialogue, action, unity, structure, conflict, volition, and thematic statement. If selected, scenes and one acts will be produced by Acting I, Acting II, and Chapel Theatre actors. (Prerequisites: EN112 and EN113 with a grade of C or higher or by permission of the professor, TA225 and TA226. Also listed as TA425).

EXCEL (EX)**EX264 Portfolio (O-3 hrs)****3 hours**

This course organizes an assessment of the student's personal achievements, experiences, training, and education. Students will learn how to document important activities they have experienced. In many cases, students are able to achieve additional credit over and above the three credit hours earned for this class.

GENERAL EDUCATION (GE)**GE100 College Life Seminar (T-1 hr)****1 hour**

This course is designed to help students adjust to college life, be introduced to critical thinking, learn how to obtain the most out of their courses, and learn to organize their time to accomplish their objectives in each course.

HISTORY AND POLITICAL SCIENCE (HP)**HP221 American History I (Columbus to Lincoln) (T-3 hrs; N-3 hrs)****3 hours**

This study surveys the political, social, religious, intellectual, and economic developments in the United States from its founding to the presidency of Lincoln.

HP222 American History II (Lincoln to present) (T-3 hrs) 3 hours

The nation's rise as an industrial power, its growing international involvements, World War I and II, and the United States as a world power are topics discussed. An emphasis is placed upon the increasing role played by the federal government in the twenty-first century.

HP231 Western Civilization I (T-3 hrs; N-3 hrs) 3 hours

A broad survey of the various civilizations from ancient to medieval times, emphasizing the relationship between human history and God's program for the ages.

HP232 Western Civilization II (T-3 hrs; N-3 hrs) 3 hours

A broad survey of the political, economic, spiritual, and intellectual experiments of Western man from the Renaissance to the present. This course concerns itself particularly with man's age-old search for order.

HP238 United States Government (T-3 hrs; N-3 hrs) 3 hours

A study of the ideological foundation of the government of the United States including the framing and adoption of the Constitution, the essentials of the constitutional system, and the organization, procedures, and powers of the legislative, executive, and judicial branches.

HP241 American Military History (T-3 hrs; N-3 hrs) 3 hours

This course is a survey of American military history with focus on doctrinal and policy trends within US military services, use of forces throughout American history, and assessment of military effectiveness. The course uses Clausewitz as the basis for assessment.

HP251 Missouri State History (N-3 hrs) 3 hours

Survey of Missouri's history from colonization to the present. The course examines continuity and change in Missouri history and the contributions of Missouri and its citizens to the development of the United States. This course will study the political, economic, social, and cultural development of Missouri.

HP336 Church History (T-3 hrs; I-3 hrs; N-3 hrs) 3 hours

A study of Christendom in the course of its development from apostolic times to the end of the church age. The most important persons, problems, decisions, and developments are traced.

HP338 The Christian and Contemporary Politics (I-3 hrs) 3 hours

This course reviews Christian responsibilities and participation in American democracy. Emphasis is placed on historical and contemporary understandings of the relationship between the Church and American political processes. (Prerequisite: HP238)

HP391 History of Christianity in America (N-3 hrs) 3 hours

A study of the church in America from its Colonial beginnings to the current day with emphasis on the numerous influences that have forged the current religious scene.

HP392 Medieval History (N-3 hrs) 3 hours

A study of European history from the breakup of the Roman Empire to the dawn of the Renaissance. This course will study the political, economic, social, and cultural development of Western Christendom and will touch on the rise of Islam and the Byzantine Empire. (Prerequisites: HP231 and HP232)

HP393 Ancient History (N-3 hrs)**3 hours**

A study of ancient history from the beginning of antiquity to the breakup of the Roman Empire. This course will study the political, economic, social, and cultural development of ancient civilizations leading to the modern western world and will touch on the rise of Christianity. (Prerequisites: HP231 and HP232)

HP401 History of the Crusades (N-3 hrs)**3 hours**

A study of the history of the Crusades. This course will introduce the student to the crusading movement, including the themes of cultural diffusion, conquest, and colonization within the context of interactions between competing societies of Western Europe, Eastern Europe, Northern Africa, and West Asia. (Prerequisites: HP231 and HP232)

HP440 Senior Seminar–History (O-3 hrs)**3 hours**

The student integrates research, presentation, and writing skills in this closely supervised culminative course. The course uses small group and workshop methods to encourage discussion and immediate feedback. An oral defense of a major research paper is included as part of the course. (Prerequisites: HP392, HP393, and HP401)

INTERCULTURAL STUDIES (IC)**IC111 Introduction to Christian Missions (T-3 hrs; I-3 hrs)****3 hours**

An introductory study of the biblical basis of intercultural studies, the history of missions, current strategies for intercultural studies, the preparation for intercultural studies, and the role of the local church in intercultural studies.

IC303 Theology of Missions (T-3 hrs; I-3 hrs; N-3 hrs)**3 hours**

A study of the Word of God as set forth through God's promise to Abraham to bless the nations through Jesus Christ and the Church; an application of the Word of God as it relates to the purpose, nature, scope, and current challenges of intercultural studies.

IC 301 Summer Trip Preparation I (O-.5 hour)**.5 hour**

This course is designed to prepare the student for a summer cross-cultural experience. It is a prerequisite for study-abroad classes that are Calvary-led. It is designed to both equip the student for the overseas experience and provide the means for raising necessary funds to go on the trip. It is to be taken in conjunction with a particular trip in mind, as the fee associated with the class will be in accordance with that trip.

IC302 Summer Trip Preparation II (O-.5 hour)**.5 hour**

This course is a continuation of Summer Trip Preparation (1), designed to prepare the student for a summer cross-cultural experience. It is a prerequisite for study abroad classes that are Calvary-led. It is designed to both equip the student for the overseas experience and provide the means for raising necessary funds to go on the trip. It is to be taken in conjunction with a particular trip in mind as the fee associated with the class will be in accordance with that trip. (Prerequisite IC301)

IC320 History of Missions (T-2 hrs; I-3 hrs)**2-3 hours**

A survey study of the history of Christian missions from the time of Pentecost to the present.

IC332 Practical Field Work (O-3 hrs)**3 hours**

A ministry carried out in a cross-cultural setting under the supervision of an approved agency. (Permission of the Intercultural Studies program director)

IC336 Intercultural Communication & Evangelism (T-3 hrs; I-3 hrs)**3 hours**

Designed to equip the Christian worker in an intercultural context, this course will focus on understanding cultural differences and cross-cultural communication, with a view to effectively sharing the gospel. Importance is placed on recognizing the spectrum of cultural differences and the dimensions of intercultural communication with an emphasis on the process of becoming effective in intercultural studies and evangelism. (Prerequisite: SS337)

IC346 Contemporary Issues in Intercultural Studies (T-2 hrs; I-3 hrs)**2-3 hours**

A survey study of selected contemporary issues impacting intercultural studies. The study will evaluate these issues in the light of revealed biblical truth.

IC371 Biblical Sites Trip**3 hours**

This course is designed to give the student experience in cross-cultural life and ministry. This is an international trip carried out over the summer to various locations in partnership with different organizations. Emphasis is placed on learning culture, cross-cultural ministry, and biblical archeology. The location for the trip will be announced the fall semester prior to the summer of the trip. (Prerequisite: IC301, IC302, also listed as BI/RP/SS371)

IC406 Area Study (O-3 hrs)**3 hours**

A study of a people group, investigating the successes and failures of past attempts to evangelize them and formulating a strategy to reach them with the gospel. The study will evaluate these issues in the light of revealed biblical truth.

IC434 Intercultural Church Planting (T-2 hrs; I-3 hrs)**2-3 hours**

A practical study of intercultural church planting in tribal, peasant, and urban societies, emphasizing the biblical basis and New Testament patterns as well as modern practices and relevant research on the subject.

IC446 Practical Relations of Intercultural Studies (T-3 hrs; I-3 hrs)**3 hours**

This course charts a course from the years of college training to the end of the first furlough from intercultural ministry. Emphasis is placed on choosing a board, pre-field ministry and development of a support base, prayer-letter writing, travel, language study, orientation on the field, interrelationships with coworkers and nationals, and interaction with governments and other agencies. It also deals with the activities of home ministry assignment following the period of intercultural studies.

IC453 Intercultural Studies Internship (O-3 hrs)**3 hours**

This course is designed to provide the student opportunity for practical experience in a supervised internship program. During this course, the student will apply academic concepts to practice. Permission of the program director is required for enrollment in this course. (Prerequisite: The student must have completed the junior year and 15 hours in the Professional Education Academic discipline of their major. Fee: \$100)

IC459 Senior Seminar—Intercultural Studies (O-3 hr)**3 hours**

An assessment of the student's cumulative studies through a written philosophy of intercultural studies, a written doctrinal statement, and an oral comprehensive examination. The review panel consists of professors and the Intercultural Studies program director.

MATH (MA)**MA241 College Mathematics I (T-3 hrs; I-3 hrs; N-3 hrs)****3 hours**

A study of the basic concepts of mathematics, including historical development, skills in the use of numbers, the structure of the number system, and theory of mathematical operations.

MA242 College Mathematics II (T-2 hrs; I-3 hrs)**2-3 hours**

This course is an advanced study of concepts of mathematics, including skills in the use of numbers, the structure of the number system, and theory of mathematical operations.

MA243 Applied College Algebra (N-3 hrs)**3 hours**

An introduction to college mathematics is provided with an emphasis on business and work-world applications. Students will perform best in this course if they have a basic understanding of high school mathematics through algebra. The goal of the course is to build a fundamental understanding of college algebra that is adequate to provide a level of competence expected of a college graduate.

MILITARY SCIENCE (MIL)**MIL102 Leadership Practicum (O-2 hrs)****2 hours**

Examines leadership in basic tactical and patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students practice leadership according to 16 principles and learn basic individual soldier skills.

MIL105 Rappelling and Military Rifle Marksmanship (T-1 hr)**1 hour**

Course teaches techniques and methods of rappelling, rope management, knot tying, small bore rifle marksmanship, and range safety. May be substituted for physical education activity credit in General Studies Category Five - Physical Health.

MIL112 Leadership Practicum (O-2 hrs)**2 hours**

Continuation of MIL102. Examines advanced squad and platoon tactical operations with emphasis on patrolling operations. Topics include: leadership techniques, basic first aid, and problem-solving exercises. A tactical field application exercise and physical fitness conditioning program are included as course requirements. Students perform duties as leaders of small units.

MIL116 Foundations of Officership (T-1 hr)**1 hour**

This course introduces the student to issues and competencies that are central to a commissioned officer's responsibilities. These initial lessons establish a framework for understanding officership, leadership, and Army values. Additionally, the semester addresses "life skills," including fitness and time management. This course is designed to give the student an accurate insight into the Army profession and the officer's role in the Army.

MIL126 Basic Leadership (T-1 hr)**1 hour**

This course builds upon the fundamentals introduced in MIL116 Foundations of Officership by focusing on leadership theory and decision making. "Life skills" lessons in this semester include problem solving, critical thinking, leadership theory, followership, group interaction, goal setting, and feedback mechanisms. Upon completion of this semester, students are prepared to advance to more complex leadership instruction concerning the dynamics of organization. Additionally, students will be increasingly required to demonstrate knowledge of leadership fundamentals and communications (written and oral). (Prerequisite: MIL116 or departmental approval)

MIL202 Leadership Practicum (O-2 hrs)**2 hours**

Course examines squad and platoon offensive and defensive operations and leadership procedures in patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students will perform various leadership roles and present classroom instruction. (To be taken concurrently with MIL216)

MIL210 Introduction to Survival and Cross-Country Orienteering (T-2 hrs) 2 hours

Introduction to survival techniques and how to read a map and use a compass to negotiate a land navigation course. Additionally, the course provides basic tips about how to survive in the outdoors. (Prerequisites: MIL105 and MIL116, or departmental approval)

MIL212 Leadership Practicum (O-2 hrs)**2 hours**

Continuation of MIL202 to examine advanced squad and platoon offensive and defensive operations, reaction to obstacles, and leadership procedures in patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students will perform in various leadership roles and present classroom instruction. (To be taken concurrently with MIL226)

MIL216 Individual Leadership Studies (T-3 hrs)**3 hours**

This semester is designed to develop within the student a knowledge of self, self-confidence, and individual skills. Through experiential learning activities, students will develop problem-solving and critical thinking skills, and apply communication, feedback, and conflict-resolution skills. Building upon the fundamentals introduced in MIL116/MIL126, this course delves into several aspects of communication and leadership theory. The focus of the semester is on critical "life skills" which enable the student's future success. The course concludes with a major leadership and problem-solving case study which draws upon previous instruction. (To be taken concurrently with MIL202. Prerequisites: MIL116 and MIL126 or departmental approval)

MIL220 Advanced Survival Skills (T-2 hrs)**2 hours**

Provides the student with knowledge and practical experience in field-expedient first aid and selected survival subjects. Course emphasizes first aid, land navigation, shelters, traps and snares, and water procurement.

MIL226 Leadership and Teamwork (T-2 hrs)**2 hours**

This course focuses on self-development guided by knowledge of self and group processes. Experiential learning activities are designed to challenge students' current beliefs, knowledge, and skills. This semester takes the approach of placing students in a wide variety of group exercises designed to emphasize various leadership competencies and insights. The instructor, acting as facilitator, helps guide

student processing of the events to derive the leadership, group dynamics, and problem-solving lessons that the exercises offer. Practical "life skills" are emphasized throughout. (To be taken concurrently with MIL212. Prerequisites: MIL116, MIL126, and MIL216 or departmental approval)

MIL283 Introduction to Research Methods in Military Science (T- 1-2 hrs) 1-2 hours

Introduction to basic research in military science. Individual and team projects involving methods for solving military science related research problems. (Prerequisite: Departmental approval)

MIL302 Leadership Practicum (O-2 hrs) 2 hours

Examines squad and platoon offensive and defensive operations, the patrol leader in patrolling operations, and a tactical application exercise. Participation in physical fitness conditioning and a tactical application exercise is required. Students will perform in various leadership roles and present classroom instruction. (To be taken concurrently with MIL316)

MIL312 Leadership Practicum (O-2 hrs) 2 hours

Familiarization with military firearms; includes assembly and disassembly, tactical communications, and the field artillery request and a tactical application exercise. Participation in physical fitness conditioning and a tactical application exercise is required. Students will perform in various leadership roles and present classroom instruction. (To be taken concurrently with MIL326)

MIL316 Leadership and Problem Solving (T-3 hrs) 3 hours

Provides the student with no prior military or cadet experience the ability to quickly learn essential cadet knowledge and skills necessary for successful performance of cadet tasks. Following an introduction to the principles of physical fitness and healthy lifestyles, lessons will cover the Leader Development Program, planning and conducting individual and small unit training, basic tactical principles, reasoning skills, and the military-specific application of these skills in the form of the Army's troop-leading procedures. The course concludes with a detailed examination of officership, which culminates in a five-hour officership case study. (To be taken concurrently with MIL302. Prerequisite: Completion of 6 credit hours in Military Science and departmental approval)

MIL320 Introduction to U.S. Army Organizations and Equipment (T-1 hr) 1 hour

Provides students with an overview of the organization and structure of the United States Army, the role and missions of the Army Nurse Corps, and an introduction to the equipment, organization and tactics of Army combat units. (Prerequisite: Acceptance into an accredited four-year nursing program)

MIL326 Leadership and Ethics (T-3 hrs) 3 hours

Continues the focus from MIL316 on doctrinal leadership and tactical operations at the small unit level. Instructional modules include: Army branches, Army leadership philosophy, dynamics of a group environment, oral and written presentation skills, culminating in instruction in national and Army values and ethics. This critical semester synthesizes the various components of training, leadership, and team building. (To be taken concurrently with MIL312. Prerequisite: MIL316)

MIL330 Leadership and Small Unit Operations (T-1 hr) 1 hour

Examines the principles of leadership and how they relate to small unit operations, to include the role and responsibilities of the medical service officer in evaluating and treating injured, sick, and wounded people. (Prerequisite: MIL320)

MIL402 Leadership Practicum (O-2 hrs)**2 hours**

Practical applications in problem analysis, decision making, planning and organization, delegation and control, and development of interpersonal skills required for effective management. Participation in physical fitness conditioning and tactical application exercise is required. Students will perform in various leadership positions and present classroom instruction. (To be taken concurrently with MIL416)

MIL412 Leadership Practicum (O-2 hrs)**2 hours**

Practical applications in problem analysis, decision making, planning and organization, delegation and control, and development of interpersonal skills required for effective management; includes a tactical application exercise. Participation in physical fitness conditioning is required. Students will perform various leadership roles and conduct classroom instruction. (To be taken concurrently with MIL426)

MIL416 Leadership and Management (T-3 hrs)**3 hours**

A series of lessons designed to enable students to make informed career decisions as they prepare for commissioning and service as Second Lieutenants. Classes concentrate on Army operations and training management, and communications and leadership skills, which support the final transition from cadet/student to Lieutenant/leader. Subjects include: The Army Training Management System, coordinating activities with staffs, and counseling skills. At the end of this semester, students should possess the fundamental skills, attributes, and abilities to operate as a competent leader in the cadet battalion. (To be taken concurrently with MIL402)

MIL420 Training and Logistics Management (T-1 hr)**1 hour**

Familiarizes student with the components of the U.S. Army Training Management and Logistics System. In addition, examines international military power, advanced problem-solving, planning/coordination/execution of special events, and leadership pursuits as an army 2nd Lieutenant. (Prerequisite: MIL330)

MIL426 Officership (T-3 hrs)**3 hours**

A series of lessons that provide a review of the ethical dimensions of leadership, law in leadership, organizing for military operations to include historical case studies, personnel, supply and maintenance administration and management, personal financial planning, and entering the service. The semester concludes with a 12-lesson experiential exercise simulating assignment as a new Lieutenant in a unit. (To be taken concurrently with MIL412. Prerequisite: MIL416)

MIL430 Military Justice and Leadership (T-1 hr)**1 hour**

Study of the U.S. Army Military Justice System and examination of the working relationships between nurses, doctors, and administrative staffs at Army hospitals. (Prerequisite: MIL420)

MIL450 Independent Research/Project (O- 1-5 hrs)**1-5 hours**

Investigation of a research problem, project, or topic on an individual conference basis. (Prerequisites: A minimum of 2.5 GPA and departmental approval)

MIL453 Military Science Internship (O-3 hrs)**3 hours**

This course is designed to provide the student opportunity for practical experience in a supervised internship program. During this course, the student will apply academic concepts to practice. Permission

of the program director is required for enrollment in this course. (Prerequisite: The student must have completed the junior year and 15 hours in the Professional Education academic discipline of their major.)

MINISTRY STUDIES (MS)

MS231 Discipleship of Children (T-2 hrs; I-3 hrs) 2-3 hours

An in-depth study of the nature and needs of children from birth through elementary school. Objectives, leadership, methods, materials, and special-emphasis areas such as evangelism, worship, music, memorization, and creative activities will be studied.

MS234 Discipleship of Youth (T-2 hrs; I-3 hrs) 2-3 hours

An introductory study of the nature and needs of youth in relation to the discipleship ministry of a local church. Consideration will be given to developing a Christian philosophy of youth ministry and the qualifications and responsibilities of youth workers.

MS236 Discipleship of Adults (T-2 hrs) 2 hours

Characteristics and expanding needs of adults in the home, church, and society are studied in view of the church's unique opportunity for the discipleship of adults. This course gives consideration to the overall discipleship of adults in the local church.

MS237 Teaching the Bible (T- 3hrs) 3 hours

Building on the skills learned in BI115 Bible Study/Hermeneutics, students are equipped to study their English Bible for teaching others. Students also learn how to assess their audience and teaching setting in order to develop appropriate Bible-based lessons for that audience and setting. Finally, building on the skills learned in COM220 Oral Communication, students are given practical experiences in the teaching of the Scriptures in various settings. (Prerequisites: BI115 & COM220)

MS322 Administrative Process (T-3 hrs; I-3 hrs) 3 hours

A course designed to train the student in the application of group dynamics and leadership training used in enlisting, training, and supervising staff and volunteers in local church ministries. Included are studies in organization, human relations, management, and counseling.

MS330 Discipleship Ministry of the Local Church (T-3 hrs; I-3 hrs) 3 hours

A survey of the various discipleship ministries of the local church with a focus on the unique role each plays in the attainment of the total discipleship goals of the local church. Special emphasis will be given to the major teaching ministries of the local church, available materials and resources, and basic principles and practice of organization, administration, and supervision of church discipleship ministries.

MS340 Theological Foundations for Ministry (T-3 hrs; I-3 hrs) 3 hours

A biblical examination of the nature of ministry to include an in-depth study of the following ministry-related subjects: the purpose of ministry, qualifications for ministry leadership, spiritual gifts for ministry, biblical conflict management, biblical ministry strategy, personal calling, and affirmation for ministry.

MS453 Children's Ministry Internship (O-3 hrs)**3 hours**

This course is designed to provide the student opportunity for practical experience in a supervised internship program. During this course, the student will apply academic concepts to practice. Permission of the program director is required for enrollment in this course. (Prerequisite: The student must have completed the junior year and 15 hours in the Professional Education academic discipline of their major. Fee: \$100)

MUSIC (MU)**MU090 Basic Music Theory (T-1 hr)****1 hour**

A course in basic music theory to prepare new music majors for MU221. A basic music theory placement test will be given to determine if the student needs this course. This course will be teacher-guided using music theory software. (Credit does not count toward graduation; remedial)

MU100 Basic Music Theory (T-1 hr)**1 hour**

A course in basic music theory to prepare non-music majors for MU221. A basic music theory placement test will be given to determine if the student needs this course. This course will be teacher-guided using music theory software.

MU110 Music Appreciation (T-3 hrs; N-3 hrs; I-3 hrs)**3 hours**

This course provides an introduction to the basic elements of music and an overview of traditional Western classical music. The role and function of the church in the development of the art of musical expression will be examined. This course is designed for non-music majors. Non-music majors with a strong music background may substitute MU221 by taking a basic music theory placement test. (See the Music Department for permission)

MU120 Diction (T-2 hrs)**2 hours**

Easy navigation guide from orthographic spelling to pronunciation of English, Italian, Latin, German, French, and Spanish for the purpose of singing and teaching.

MU200 Hymn Playing and Accompanying (T-2 hrs)**2 hours**

An applied class on learning how to effectively sight read, improvise, and accompany congregational singing in traditional and contemporary music settings, including playing from a lead sheet and chord chart. Includes class and private instructions. (Fee: \$50)

MU212 Music Ministry in the Church (T-2 hrs)**2 hours**

A study of song-leading techniques, biblical basis for music in the church, worship service planning, basic hymnology, and other practical topics related to music in the church. Designed to help the pastor or other non-music major with the fundamentals of church music. This course is designed for non-music majors. (Prerequisite: MU110 or permission of the professor)

MU213 Music Technology (T-3 hrs; I-3 hrs)**3 hours**

A practical, functional, and introductory study of music software, hardware, and media in music, including uses in traditional and contemporary music and worship, and music teaching settings. Includes basic instruction in the Finale music writing program. This course includes class and lab instruction. (Fee: \$30)

MU214 Opera and Musical Theatre Workshop (T-1 hr) 1 hour

This course is designed to learn and experience vocal and presentational techniques through the preparation and performance of songs, arias, and operatic roles. This course provides students with opportunity to study, develop, and improve dramatic skills out of their voice studio. Recommended for all music, vocal, and acting majors and minors, but open to all students with the consent of the instructor.

MU215 Worship Leading (T-2 hrs; I-2 hrs) 2 hours

A practical course providing information and training in worship leading for traditional and contemporary music, praise band, audio/visual, and service planning – all geared for church and youth settings.

MU221 Music Theory I (T-4 hrs) 4 hours

A course in the basic elements of music, including foundational studies in chords, progressions, cadences, part-writing, and melodic and harmonic structure. In addition, approximately one-fourth of the course is devoted to the development of ear training and sight-singing. All music majors will be given a basic music theory placement test early in their first semester. Students deficient in basic music theory will be required to complete a guided independent study before being admitted into Music Theory I. Non-music majors with a strong music background may substitute MU221 for MU110 by taking the basic music theory placement test. (See the Music Department for permission)

MU221A Music Theory IA (I-2 hrs) 2 hours

A course in the basic elements of music, including foundational studies in chords, progressions, cadences, part-writing, and melodic and harmonic structure. In addition, approximately one-fourth of the course is devoted to the development of ear training and sight-singing. All music majors will be given a basic music theory placement test early in their first semester. Students deficient in basic music theory will be required to complete a guided independent study before being admitted into Music Theory I. Non-music majors with a strong music background may substitute MU221 for MU110 by taking the basic music theory placement test. (See the Music Department for permission)

MU221B Music Theory IB (I-2 hrs) 2 hours

A continuation of MU221A

MU222 Music Theory II (T-4 hrs) 4 hours

The second of four courses in music theory. A continuation of Music Theory I, including advanced studies in chords, part-writing, harmonic progression, and harmonizing a melody. In addition, approximately one-fourth of the course is devoted to the development of ear training and sight-singing. (Prerequisite: MU221 or permission of the professor)

MU222A Music Theory IIA (I-2 hrs) 2 hours

The second of four courses in music theory. A continuation of Music Theory I, including advanced studies in chords, part-writing, harmonic progression, and harmonizing a melody. In addition, approximately one-fourth of the course is devoted to the development of ear training and sight-singing. (Prerequisite: MU221 or permission of the professor)

MU222B Music Theory IIB (I-2 hrs) 2 hours

A continuation of MU222B.

MU227 Instrumental Methods I: Brass (T-2 hrs)**2 hours**

Basic foundations in brass instruments to prepare teachers for classroom instruction. Includes learning to play at least three brass instruments, with added information and techniques related to other brass instruments. (Fee: \$30)

MU228 Instrumental Methods II: Woodwinds (T-2 hrs)**2 hours**

Basic foundations in woodwind instruments to prepare teachers for classroom instruction. Includes learning to play at least three woodwind instruments, with added information and techniques related to other woodwind instruments. (Fee: \$30)

MU229 Instrumental Methods III: Strings (T-2 hrs)**2 hours**

Basic foundations in string instruments to prepare teachers for classroom instruction. Includes learning to play violin with added information and techniques related to other string instruments. (Fee: \$30)

MU230 Instrumental Methods IV: Percussion (T-2 hrs)**2 hours**

Basic foundations in percussion instruments to prepare teachers for classroom instruction. Includes learning to play primary percussion instruments with added information and techniques related to other percussion instruments. (Fee: \$30)

MU252 Field Experience I (O-1 hr)**1 hour**

This course consists of observation and participation in the ongoing teaching/learning situations in the classroom. Students are assigned to local schools where they observe a Missouri state-certified teacher for one week in the classroom. (To be taken sophomore year. Prerequisite: ED190 or permission from the Music Department program director)

MU331 Music Theory III (T-4 hrs)**4 hours**

The third of four courses in music theory. Advanced study in diatonic and chromatic harmony, modulation, progression, and harmonizing through part-writing, analysis, and composition. In addition, approximately one-fourth of the course is devoted to advancing development of ear training and sight-singing. (Prerequisite: MU222 or permission of the professor)

MU331A Music Theory IIIA (I-2 hrs)**2 hours**

The third of four courses in music theory. Advanced study in diatonic and chromatic harmony, modulation, progression, and harmonizing through part-writing, analysis, and composition. In addition, approximately one-fourth of the course is devoted to advancing development of ear training and sight-singing. (Prerequisite: MU222 or permission of the professor)

MU331B Music Theory IIIB (I-2 hrs)**2 hours**

A continuation of MU331A.

MU332 Music Theory IV (T-4 hrs)**4 hours**

The fourth of four courses in music theory. Advanced study of chromatic harmony, modulation, and progression, with special emphasis given to impressionistic and twentieth-century harmony and compositional techniques through analysis and composition. In addition, approximately one-fourth of

the course is devoted to advanced ear training and sight-singing. (Prerequisite: MU331 or permission of the professor)

MU332A Music Theory IVA (I-2 hrs) 2 hours

The fourth of four courses in music theory. Advanced study of chromatic harmony, modulation, and progression, with special emphasis given to impressionistic and twentieth-century harmony and compositional techniques through analysis and composition. In addition, approximately one-fourth of the course is devoted to advanced ear training and sight-singing. (Prerequisite: MU331 or permission of the professor)

MU332B Music Theory IVB (I-2 hrs) 2 hours

A continuation of MU332A.

MU334 Basic Conducting (T-2 hrs; I-2 hrs) 2 hours

A foundational study of song-leading, rehearsing and conducting techniques, information, and materials for the church and school choral director. Includes rehearsing and conducting a variety of basic choral music literature using a laboratory group. (Prerequisite: MU221 or permission of the professor)

MU335 Advanced Choral Conducting (T-2 hrs; I-2 hrs) 2 hours

A study of advanced rehearsal and conducting techniques, information, and materials for the church and school choral director. Includes rehearsing and conducting a variety of more advanced choral music literature in class and using a laboratory group. (Prerequisite: MU334 or permission of the professor)

MU336 Advanced Instrumental Conducting (T-2 hrs; I-2 hrs) 2 hours

A study of foundational and advanced conducting techniques, information, and materials for the church and school instrumental director. Includes conducting a variety of basic and advanced instrumental music literature in class. (Prerequisite: MU334 or permission of the professor)

MU337 Music History and Literature I (T-3 hrs; I-3 hrs) 3 hours

A study of the historical development of music from Bible times through the Baroque period. Styles, composers, and musical works are studied in their social and cultural contexts, as well as how they impacted the music of the future. The course includes in-class and out-of-class listening.

MU338 Music History and Literature II (T-3 hrs) 3 hours

A study of the historical development of music from the Classic period to the present. Styles, composers, and musical works are studied in their social and cultural contexts, as well as how they impacted the music of the future. The course includes in-class and out-of-class listening.

MU340 Choral Techniques (T-2 hrs) 2 hours

This course is designed to prepare the music education student to successfully build and maintain a viable secondary school choral music program. Proper classroom management, rehearsal techniques, professional conduct, recruitment, and program building will be covered.

MU347 Worship Literature (T-3 hrs; I-3 hrs) 3 hours

A study of worship literature from Bible times to the present, tracing the historical development of music in worship. Practical information on various styles of worship, programming music for a worship service, and analyzing the construction and theology of music will be explored.

MU361 Piano Pedagogy I (T-2 hrs)**2 hours**

Survey, comparison, and evaluation of beginning methods, materials, and repertoire for piano teaching. Introduction to learning theories and teaching strategies for successful private piano teaching at the beginning levels. Student teaching required. (Admission by permission of the professor)

MU362 Piano Pedagogy II (T-2 hrs)**2 hours**

Survey, comparison, and evaluation of method series and repertoire at the intermediate level. A continuing study of the learning process, and teaching strategies at the intermediate level. Includes professional and business aspects of the teaching profession. Student teaching required. (Prerequisite: MU361)

MU367 Piano/Vocal Collaboration (T-1 hr)**1 hour**

A performance-based course designed to give instruction and experience in collaborative music-making between vocalists and pianists. (Prerequisites for piano: Private, college-level piano lessons, MU361, MU362, and permission of the professor. Prerequisites for voice: Two years of private, college-level voice lessons, MU120, MU371, and MU372, and permission of the professor.)

MU369 Teaching Practicum – Piano (O-1 hr)**1 hour**

Internship in the teaching of children from preschool through high school under faculty supervision. Includes evaluation of teacher effectiveness and student musical growth. (Prerequisites: MU361 and MU362)

MU371 Vocal Pedagogy I (T-2 hrs)**2 hours**

Survey of beginning methods and materials for vocal teaching. Introduction to learning theories and teaching strategies for successful private vocal teaching for the individual and group instruction. (Prerequisites: MU120 and one year of college-level voice lessons)

MU372 Vocal Pedagogy II (T-2 hrs)**2 hours**

Survey, comparison, and evaluation of method series and repertoire at the intermediate level. A continuing study of the learning process and teaching strategies. (Prerequisite: MU371)

MU373 Instrumental Pedagogy I (T-2 hrs)**2 hours**

Survey, comparison, and evaluation of methods, materials, and repertoire for instrumental teaching. Introduction to learning theories and teaching strategies for successful private studio teaching. Student teaching required. (Admission by permission of the professor)

MU379 Teaching Practicum – Voice (O-1 hr)**1 hour**

Internship in teaching private voice lessons for beginning voice students under faculty supervision. Includes evaluation of teacher effectiveness and student musical growth. (Prerequisites: Two years of private, college-level voice lessons, MU120, MU371, MU372, and permission of the professor)

MU437 Choral Literature (T-2 hrs)**2 hours**

A study of basic and advanced choral literature. Included will be criteria for choral music selection, evaluation of choral literature, and selection of choral literature appropriate for a variety of types of vocal ensembles and choirs.

MU438 Piano Literature (T-2 hrs)**2 hours**

A survey through analysis, reading, listening, and performance of the development of the classical keyboard literature from Pre-Baroque to Contemporary period.

MU441 Music for the Elementary Teacher (T-2 hrs) 2 hours

A study of the curriculum, materials, and techniques necessary for teaching music in the elementary classroom. This course includes teaching music for preschool-age children. This course meets the requirements for elementary education and music education majors. Separate requirements are given for each. (Prerequisite: MU110 or MU221. Fee: \$30)

MU443 Music Philosophy & Leadership (T-2 hrs; I-2 hrs) 2 hours

A study of the biblical foundations of music and worship. Emphasis is given to helping the student develop a personal, biblical philosophy of music. Emphasis is given to implementation of the philosophy into the organizing, planning, and administration of music in the church, school, private studio, mission field, and personal life. Also includes basic information on the use of drama in ministry and education.

MU445 Teaching Elementary Music (T-2 hrs) 2 hours

A study of methods, information, materials, and techniques to prepare the music teacher for teaching elementary music. Special emphasis is given to understanding the needs of the student and providing methods for meeting those needs in the elementary music classroom. Includes information on teaching early childhood music. (Fee: \$30)

MU446 Teaching Secondary Music (T-2 hrs) 2 hours

A study of methods, information, materials, and techniques to prepare the music teacher for teaching and directing in secondary schools. Special emphasis is given to understanding the needs of the student and providing methods for meeting those needs in the secondary music classroom and in the choral or instrumental music group. (Fee: \$30)

MU448 Introduction to Orchestration (T-2 hrs) 2 hours

A study of all of the instrument families of the band and orchestra, with practical work in scoring, arranging, and adapting music for instrumental solos, ensemble, and larger groups as needed in the church and school. (Prerequisites: MU221 and MU222 or permission of the professor)

MU449 Worship Arts Internship (O-1 hr) 1 hour

The practical application of the philosophy, administration, and practices of worship arts in a local church situation under the guidance of a local minister of worship arts and/or a Music Department professor. The internship will take place during one semester or during the summer near the end of the student's training at Calvary and may be the student's Christian ministry. (Fee: \$100)

MU452 Field Experience II (O-1 hr) 1 hour

This course consists of one week of involvement in a classroom. Students observe a Missouri state-certified teacher and participate in a variety of activities to become familiar with the total school experience. (To be taken junior year. Prerequisites: ED190 and MU252. Also listed as ED352)

MU453 Student Teaching (O-8 hrs) 8 hours

This course is the culmination of the music education program. The emphasis of this course is classroom teaching. For twelve weeks (60 days) the student teacher is totally involved in the assigned classroom/school, under the guidance of both the supervising teacher and an advisor from the Music Department faculty. Area of concentration may be instrumental or vocal/choral. This course may only be taken after all other course work is completed. (Also listed as ED453. Corequisite: ED463. Fee: \$100, non-refundable)

MU456 Worship Arts and Youth Ministry Field Experience (O-1 hr) 1 hour

Worship Arts and Youth Ministry majors will intern at a church or organization which can provide experience in either worship arts ministry, youth work, or both. The course will be under the guidance of a worship arts or youth staff member from the church/organization and a faculty member.

MU463 Piano Pedagogy III (T-2 hrs) 2 hours

Survey, comparison, and evaluation of repertoire and teaching strategies for the advanced piano student. A survey of the history of piano pedagogy and pedagogues. Student teaching required. (Prerequisites: MU361 and MU362)

MU465 Piano Ensemble (T-1 hr) 1 hour

An applied class on surveying and performing piano duet, duo, and concerto repertoire. (Admission by permission of the professor)

MU473 Vocal Pedagogy III (T-2 hrs) 2 hours

Survey, comparison, and evaluation of repertoire and teaching strategies for the advanced vocalist student. Setting up your own studio and preparing programs for the advanced singer. (Prerequisites: two years of private voice lessons, MU120, MU371 and MU372)

MU489 Vocal Literature (T-2 hrs) 2 hours

This course examines the development of art song from the Renaissance through the twentieth century. This course is required for Voice Performance and Pedagogy majors and recommended for those who desire to broaden their understanding and improvement of performance styles and performance practices and skills. (Prerequisite: MU120)

MU490 Senior Recital Preparation (O-1 hr) 1 hour

In the final year of study, all students majoring in any music major perform a required senior recital in their applied music area of study. Students who chose a major reflecting multiple disciplines (Worship Arts and Youth Ministry, Interdisciplinary Studies) are not required to present a senior recital. Students should take MU490 concurrently with MURA or MURN.

Applied Music**MUGR General Recital (O-0 hrs) 0 hours**

General recitals are scheduled each semester for listening, performing, and informational benefit of music students. Attendance is required at all general recitals by all students taking private lessons.

MUKP Keyboard Proficiency (O-0 hrs) 0 hours

All music majors (with the exception of piano) must acquire sufficient piano skills to pass the keyboard proficiency. Students will begin piano lessons no later than their second semester at Calvary and continue lessons until the proficiency requirement is passed. The student should sign up for MUKP the semester they and/or their piano teacher feels the student will be ready to pass their keyboard proficiency. See the Music Department for more details about the proficiency.

MURA Senior Recital - Accompanist (O-0 hrs) 0 hours

In the final year of study, all music majors perform a required senior recital in their applied music area of study. Students who chose a major reflecting multiple disciplines (Worship Arts and Youth

Ministry, Interdisciplinary Studies) are not required to present a senior recital. This course is for a Senior Recitalist who requires an accompanist (Fee: \$200).

MURN Senior Recital - No Accompanist (O-0 hrs) 0 hours

In the final year of study, all music majors perform a required senior recital in their applied music area of study. Students who chose a major reflecting multiple disciplines (Worship Arts and Youth Ministry, Interdisciplinary Studies) are not required to present a senior recital. This course is for a Senior Recitalist who does not require an accompanist (no fee).

MUG150 Group Guitar I (T-1 hr) 1 hour

An applied class on the fundamentals of playing the guitar. (Fee: \$30)

MUG151 Group Guitar II (T-1 hr) 1 hour

A continuation of MUG150 on the fundamentals of playing the guitar. (Fee \$30)

MUP150 Group Piano I (T-1 hr) 1 hour

An applied class on the fundamentals of playing the piano. (Fee: \$30)

MUP151 Group Piano II (T-1 hr) 1 hour

A continuation of MUP150 on the fundamentals of playing the piano. (Fee \$30)

MUV150 Group Voice I (T-1 hr) 1 hour

An applied class on the fundamentals of voice. (Fee: \$30)

MUV151 Group Voice II (T-1 hr) 1 hour

A continuation of MUV150 on the fundamental of voice. (Fee \$30)

Private Applied Lessons**MUB Applied Bass Guitar (L-1 or 2 hrs) 1-2 hours**

Private instruction for bass guitar. The student is required to attend all General Recitals during the semester of the private lessons. (Fee: \$125 per hour)

MUBR Applied Brass (L-1 or 2 hrs) 1-2 hours

Private instruction for brass instruments. The student is required to attend all General Recitals during the semester of the private lessons. (Fee: \$125 per hour)

MUC Applied Conducting (L-1 or 2 hrs) 1-2 hours

Private instruction for students who desire in-depth work in beginning to advanced choral and instrumental conducting. With the permission of the instructor and Music Department Chair, this course may serve to meet the requirements for the group conducting courses. (MU334, MU335 and MU336; Fee: \$125 per hour)

MUD Applied Drums (L-1 or 2 hrs) 1-2 hours

Private instruction for drum instruments. The student is required to attend all General Recitals during the semester of the private lessons. (Fee: \$125 per hour)

MUG Applied Guitar (L-1 or 2 hrs)**1-2 hours**

Private instruction for guitar. The student is required to attend all General Recitals during the semester of the private lessons. (Fee: \$125 per hour)

MUO Applied Organ (L-1 or 2 hrs)**1-2 hours**

Private instruction for organ. The student is required to attend all General Recitals during the semester of the private lessons. (Fee: \$125 per hour)

MUP Applied Piano (L-1 or 2 hrs)**1-2 hours**

Private instruction for piano. The student is required to attend all General Recitals during the semester of the private lessons. (Fee: \$125 per hour)

MUS Applied Strings (L-1 or 2 hrs)**1-2 hours**

Private instruction for string instruments. The student is required to attend all General Recitals during the semester of the private lessons. (Fee: \$125 per hour)

MUW Applied Woodwinds (L-1 or 2 hrs)**1-2 hours**

Private instruction for woodwind instruments. The student is required to attend all General Recitals during the semester of the private lessons. (Fee: \$125 per hour)

MUV Applied Voice (L-1 or 2 hrs)**1-2 hours**

Private instruction for voice. The student is required to attend all General Recitals during the semester of the private lessons. (Fee: \$125 per hour)

Music Ensembles**MUCC Calvary Chorale (T-1 hr)****1 hour**

The Chorale is an auditioned group of Calvary singers rehearsing and performing a varied repertoire of sacred choral literature. Their ministry serves the College and the local church community. The Chorale takes a spring tour each year. Membership includes participation in the Calvary Masterworks Chorus when it meets.

MUEV Evidence (T-1 hr)**1 hour**

Evidence is an auditioned group formed by the Music Department to represent the College and provide music ministry opportunities for students. This music team ministers in churches and schools year round.

MUHC Handbell Choir (T-1 hr)**1 hour**

The handbell choir is a group of 9 to 11 students who perform sacred literature on English handbells. The group performs at College functions and churches. Auditions are required.

MUIE Instrumental Ensemble (T-1 hr)**1 hour**

The Instrumental Ensemble is a group of students who perform sacred and standard literature. The group performs at College functions. Basic performing skills on an individual instrument are required.

MUMC Calvary Masterworks Chorus (T-.5 hr)**.5 hour**

Open to all students, faculty, staff, and community personnel for the study and performance of standard oratorio literature. Required for all music majors and minors.

MUMT Music Team (T-1 hr)**1 hour**

Music teams are auditioned groups formed by the Music Department to represent the College and provide music ministry opportunities for students. The music teams minister in local churches and schools. Music teams are formed during the school year and in the summer.

MUOR Orchestra (T-1 hr)**1 hour**

The Orchestra is an instrumental ensemble made up of students, faculty, staff and friends of Calvary University. This ensemble performs sacred and standard literature at College functions. Basic playing skills on an individual instrument are required.

MUPB Praise Band (T-1 hr)**1 hour**

The Praise Band is comprised of instrumental and vocal students who form a group to perform contemporary music and lead praise & worship service music on campus or in other settings. Basic performing skills in voice or on an instrument are required. An application and audition is required.

MUPBS Praise Band Seminar (I-2 hrs)**2 hours**

A practical course providing information and training in the directing and management of praise bands as used in church and youth settings. (Prerequisite: Consent of the instructor.)

ORGANIZATIONAL LEADERSHIP (OL)**OL311 Foundations of Organizational Leadership (I-3 hrs)****3 hours**

Leaders of organizations today face many challenges. These challenges provide the need for training in interconnectedness, in understanding organizational culture, and in shaping/motivating that culture. Christians must know how to lead organizational units, understand diversity, manage politics, and effectively handle conflict between individuals and units as a part of successful leadership. Such challenges, and how to deal with them, are the subject of this course. The purpose of this course is to provide the student with a more comprehensive understanding of organizational systems in order to be both a more informed observer of them and a more effective participant in them.

OL333 Case Studies in Leadership (I-3 hrs; N-3 hrs)**3 hours**

Case studies will be selected for in-depth study of the application of leadership concepts. Students will develop a written concept of their desired style of leadership to be used in personal and career situations.

OL334 Nonprofit Marketing (I-3 hrs; N-3 hrs)**3 hours**

This course deals with marketing tactics used to further nonprofit organizations including (1) building an organization image, (2) promoting its values, and (3) helping the public remember the organization.

OL343 Organizational Marketing and Sales (N-3 hrs) 3 hours

The use of organizational mission to develop a marketing approach to reach potential constituencies with image, product, and service that will cause those constituencies to utilize the organization to meet their perceived needs in a manner that is profitable to the organization.

OL405 Teams & The Work Process (N-3 hrs; I-3 hrs) 3 hours

This course will analyze how the organization of a strategic plan is effected by human effort through small group and teams of various composition bringing work to a higher level of quality for the end user.

OL435 Organizational Behavior (I-3 hrs; N-3 hrs) 3 hours

This course seeks to bring together the fields of organizational psychology, counseling, communication, and personnel management, as well as other materials studied in prior EXCEL courses, to develop a Christian philosophy of organizational behavior.

OL443 Strategic Management (I-3 hrs; N-3 hrs) 3 hours

Strategic Management uses case studies to learn strategic models and apply them from a biblical perspective. This decision-making skill challenges students to access the environment and their organization for the purpose of implementing successful change.

OL446 Leading and Managing (I-3 hrs; N-3 hrs) 3 hours

This practical course is designed to enrich and sharpen leadership and management skills. In addition to studying the qualities of a good leader, students will become familiar with various elements of the administrative process. The course is also designed so that students will recognize their own leadership styles and know what styles work best in what situations and with what kinds of people. The student should emerge from the course better prepared both personally and professionally to understand the concepts of management and to exhibit effective leadership styles.

OL447 Legal Implications of Business (I-3 hrs; N-3 hrs) 3 hours

A basic explanation of the law – its sources, development, and terminology – and a discussion of specific legal doctrines and principles which affect business, with an introduction to business organizations such as corporations and partnerships, criminal contracts, legal documents, and property. (Also listed as BU447)

OL448 Cutting Issues in Management (I-3 hrs; N-3 hrs) 3 hours

A course for managers, allowing them to build upon the principles of management. The student will study current trends and developments in the field of management as found in business and in the thinking of writers in the field.

PASTORAL MINISTRY (PM)

In keeping with Calvary's doctrinal conviction that the New Testament teaches that only men be ordained to the ministry (1 Tim. 2:8-3:7), only men may enroll in and attend pastoral ministry courses.

PM331 Expository Preaching I (T-3 hrs; I-3 hrs) 3 hours

An introductory course designed to give the student instruction in the mechanics of preparing and preaching expository sermons. This course includes instruction in parts of a sermon, sermonic structure,

manuscript preparation, sermonic research, and opportunity for preaching in class. (Prerequisites: BI115 and COM220. Fee: \$30)

PM332 Expository Preaching II (T-3 hrs; I-3 hrs) 3 hours

A course designed to prepare the student for preaching in the various pastoral contexts faced by a local church pastor: special ceremonies (e.g., weddings, funerals), special occasions (e.g., leadership dedication, baptism, civic holidays), seasonal (e.g., Christmas, Easter), and pastoral leadership (e.g., vision-casting, evangelistic). (Prerequisite: PM331. Fee: \$30)

PM433 Expository Preaching III (T-2 hrs; I-3 hrs) 2-3 hours

An advanced course in homiletics designed to further develop pulpit communication of the Word of God. The focus is on exegetical accuracy, expositional excellence, and applicational relevance. (Prerequisite: PM331. Fee: \$30)

PM446 Pastoral Life and Ministry (T-3 hrs; I-3 hrs) 3 hours

A “nuts and bolts” course concerned with practical pastoral duties, responsibilities, and relationships. Through lectures, demonstrations, and projects, attention is given to ordination, candidating, beginning a new ministry, working with church boards, family relationships, proper procedures for pastoral visitation in home and hospital, the conducting of worship services, administration duties, funerals, weddings, etc.

PM453 Pastoral Internship (O-3 hrs) 3 hours

This course is designed to provide the student opportunity for practical experience in a supervised internship program. During this course the student will apply academic concepts to practice. Permission of the program director is required for enrollment in this course. (Prerequisite: The student must have completed the junior year and 15 hours in the Professional Education Academic discipline of their major. Fee: \$100)

PM459 Senior Seminar-Pastoral Ministry (O-3 hrs) 3 hours

An integration of the theoretical and practical skills gained in the program in order to prepare the Pastoral Ministry student for securing a ministry position upon graduation. The course includes an assessment of the student’s cumulative biblical, theological, and practical studies through an oral examination modeled after that of an ordination council, the preparation of documents used in the normal pastoral search process, and the development of a written philosophy and strategy of ministry unique to the kind of ministry sought upon graduation.

PHYSICAL EDUCATION (PE)

PE110 Lifetime Fitness (T-1 hr) 1 hour

An introduction to lifetime fitness and wellness that will teach and motivate students to pursue realistic goals in nutrition, weight management, and exercise.

PE111 Fitness and Wellness (I-3 hrs) 3 hours

A special emphasis on lifetime fitness and wellness that will teach and motivate students to pursue realistic goals in nutrition, weight management, and exercise.

PE211 Basketball (T-.5 hr)	.5 hour
An introductory course designed to teach the fundamentals of basketball.	
PE212 Volleyball (T-.5 hr)	.5 hour
An introductory course designed to teach the fundamentals of volleyball.	
PE214 Varsity Cheerleading (T-.5 hr)	.5 hour
A course to develop fundamental skills and techniques in cheerleading. Admission is by permission of the professor. Up to one semester of the general education physical education activity requirement may be satisfied through this course.	
PE215 Jogging (T-.5 hr)	.5-1 hour
An elementary course designed to enhance aerobic ability while teaching proper techniques and fundamentals of jogging.	
PE218 Weight Training (T-.5 hr)	.5 hour
An elementary course that teaches how the muscular skeletal structure is developed and strengthened. It is designed to teach the techniques and types of strength training programs.	
PE219 Softball (T-.5 hr)	.5 hour
An introductory course designed to teach the fundamentals of softball.	
PE220 Badminton (T-.5 hr)	.5 hour
An introductory course designed to teach the fundamentals of badminton.	
PE221 Tennis (T-.5 hr)	.5 hour
An introductory course designed to teach the fundamentals of tennis.	
PE222 Golf (T-.5 hr)	.5 hour
An introductory course designed to teach the fundamentals of golf.	
PE223 Racquetball (T-.5 hr)	.5 hour
An introductory course designed to teach the fundamentals of racquetball.	
PE224 Bowling (T-.5 hr)	.5 hour
An introductory course designed to teach the fundamentals of bowling.	
PE225 Varsity Athletics (Specified Sport, T-1 hr)	1 hour
A course designed to develop fundamental skills and techniques in selected sports (basketball, soccer, and volleyball). Admission is by permission of the professor. Up to two semesters of the general education physical education activity requirement may be satisfied through this course. (Graded only on a pass/fail basis; may be repeated for credit to satisfy PE Activity requirements)	
PE227 Basic Archery (T-.5 hr)	.5 hour
This course teaches the fundamentals of target archery, equipment selection and care, and safety and liability issues surrounding an archery range. Recurve or compound bows and appropriate length arrows with target points are <u>supplied by the student</u> . No crossbows will be used.	

PE231 Elementary Swimming (T-.5 hr)**.5 hour**

An introductory course designed to teach beginning swimmers how to swim. The basic fundamentals of floating, elementary backstroke, beginning crawl, and safety around the water are addressed.

PE233 Lifeguarding (T-1 hr)**1 hour**

This course is designed to teach the skills and knowledge necessary to perform the duties of a professional Lifeguard according to the standards set forth by the American Red Cross. Skills in professionalism, surveillance, water rescues, lifesaving, and first aid are addressed.

PE241 Self Defense (T-.5 hr)**.5 hour**

This course will focus on developing basic skills that will allow the student to effectively defend him or herself in the event of dangerous situations.

PE242 Flag Football (T-.5 hr)**.5 hour**

An introductory course designed to teach the fundamentals of flag football.

PE245 Basic Pistol Shooting (T-.5 hr)**.5 hour**

This course is designed to introduce students to the knowledge, skills, and attitude necessary for owning and using a pistol safely. (Fee: \$40)

PE247 First Aid and Personal Safety (T-1 hr)**1 hour**

A study of first aid and CPR for infants, children, and adults. Students completing the requirements will receive first aid and CPR certificates authorized by the National Safety Council. May be used as a PE activity. (Fee: \$25)

PE248 Health (T-1 hr; N-3 hrs)**1-3 hours**

An overview of physical, psychological, social, and spiritual components of health as they combine to influence the whole human being.

PE260 Movement for the Stage (T-1 hr)**1 hour**

This course will focus on flexibility, strength, and coordination foundational to choreographed movement for the stage and will emphasize auditioning technique. Skills acquired in this course will be applicable to both sacred and secular productions. (Also listed as TA260)

PE301 Coaching Practicum (T-3 hrs)**3 hours**

This course is designed to give the student an opportunity to have practical experience in coaching volleyball, soccer, or basketball. During the practicum, the student will invest time assisting and observing an experienced coach in their coaching duties.

PE311 Personal Training I (T-2 hrs)**2 hours**

This course introduces the student to the major components of fitness analysis, basic exercise program design, and the skills necessary for teaching individual activities to clients. Components of exercise physiology are included throughout. (Prerequisite: transfer course in Human Anatomy and Physiology and Exercise Physiology or permission of the professor)

PE312 Personal Training II (T-2 hrs)**2 hours**

This course introduces students to the concepts and skills necessary to become a certified personal trainer with the National Council on Strength and Fitness.

PE317 Walking (T-.5 hr)**.5-1 hour**

An elementary course designed to enhance aerobic ability while teaching proper techniques and fundamentals of walking for fitness.

PE344 Teaching Elementary Physical Education (T-2 hrs)**2 hours**

A study of the curriculum in physical education at the elementary school level with special emphasis on techniques of curriculum construction. (Does NOT count as a PE activity.)

PE459 Practicum in Personal Training (O-3 hrs)**3 hours**

This course consists of observation and participation in an actual personal training setting. Students are assigned to gyms where they observe and participate in training activities for forty hours.

RELIGION AND PHILOSOPHY (RP)

RP100 Developing a Biblical Worldview (T-1 hr)**1 hour**

This course is designed to equip the student “to live according to a biblical worldview.” The course starts with the theological foundations of a biblical worldview and applies the foundations to several aspects of life and society.

RP114 Survey of Theology (T-3 hrs; I-3 hrs)**3 hours**

An introductory survey of the major areas of systematic theology from a dispensational, premillennial perspective. The course is designed to provide the basis for further study of theology. (Also listed as TH114)

RP330 World Religions (T-2 hrs; I-3 hrs; N-3 hrs)**2-3 hours**

A study of selected major religions/cults influencing America and the world. Comparisons are made between their doctrinal tenets and those of revealed biblical truth. The practical concern of this course is to help the student discern truth from error in these religious systems and to effectively teach and witness with an adequate understanding of their beliefs and with tact and kindness reflecting the love of Christ. (Also listed as TH330)

RP339 Introduction to Philosophy (T-2 hrs; I-3 hrs; N-3 hrs)**2-3 hours**

Introduction to Philosophy presents the historical philosophical movements that have been influential on contemporary worldviews. This introductory course focuses on some of the major ideas foundational to Western philosophy. This course also includes an examination of a variety of philosophers who have contributed to beliefs such as naturalism, idealism, pragmatism, existentialism, etc. Moreover, the course compares and contrasts these secular views to a biblical worldview.

RP340 Biblical Worldview (N-3 hrs)**3 hours**

A study of the biblical worldview as presented in the Old and New Testaments. Use of the Scripture to explore the role of general revelation (the creation) and special revelation (the Scripture), and experience God at work in the modern world.

RP341 Ethics (T-2 hrs; I-3 hrs; N-3 hrs)**2-3 hours**

A general investigation into the major issues in ethics both on the individual and societal levels. Emphasis is upon a Christian critique of these issues in order to establish a proper biblical perspective of ethical inquiry. (Also listed as TH341)

RP346 Apologetics (T-2 hrs; I-3 hrs)**2-3 hours**

A study of the vindication of the Christian philosophy of life against the various forms of non-Christian philosophy of life. Presuppositional and evidential approaches to apologetics are evaluated on the basis of a study of relevant portions of Scripture. (Also listed as TH346)

RP371 Biblical Sites Trip**3 hours**

This course is designed to give the student experience in cross-cultural life and ministry. This is an international trip carried out over the summer to various locations in partnership with different organizations. Emphasis is placed on learning culture, cross-cultural ministry, and biblical archeology. The location for the trip will be announced the fall semester prior to the summer of the trip. (Prerequisite: IC301, IC302, also listed as BI/IC/SS371)

RP440 Contemporary Theology (T-2 hrs; I-3 hrs)**2-3 hours**

A survey and biblical analysis of a broad range of theological issues relevant to local church ministry in the twentieth and twenty-first centuries. Classical liberalism, neo-orthodoxy, and neo-evangelicalism are studied as a backdrop to a more detailed evaluation of more recent theological systems, movements, and issues that impact the church in both American and international contexts. (Also listed as TH440)

RP444 Theodicy (T-1 hr)**1 hour**

A general investigation into the problem of evil. Emphasis is on the philosophical and theological responses to the problem of evil considered in the light of the biblical doctrines of the goodness and omnipotence of God. (Prerequisite: junior class standing or permission of the professor. Also listed as TH444)

RP445 Great Christian Thinkers (T-1 hr)**1 hour**

A reading seminar focusing on the writings of an important Christian thinker that has influenced or continues to influence the church. The writings will be evaluated from the perspective of biblical theology. Students will read and report on selected writings of the thinker. This course may be taken four times for credit as different Christian thinkers are covered. (Prerequisite: junior class standing or permission of the professor. Also listed as TH445)

RP446 Literature of C.S. Lewis (N-3 hrs)**3 hours**

This course will explore the life of and literature produced by C.S. Lewis in order to gain perception into his theology, the various genres in which he wrote, and the principles that make his writings meaningful nearly forty years after his death. (Also listed as TH446)

SCIENCE (SC)**SC221 Survey of Physical Science (T-3 hrs)****3 hours**

A broad overview of the physical sciences for the non-science major. Emphasis is placed on a conceptual understanding of the basic principles of physics (laws of motion, energy, electricity, heat,

sound, light) and chemistry (nuclear structure, chemical bonding, periodic law) from a biblical perspective. Concurrent enrollment in SC222 is required.

SC221A Survey of Physical Science I (N-3 hrs) 3 hours

A broad overview of the physical sciences for the non-science major. Emphasis is placed on a conceptual understanding of the basic principles of physics (laws of motion, energy, electricity, heat, sound, light) and chemistry (nuclear structure, chemical bonding, periodic law) from a biblical perspective. The course includes a lab component. (Fee: \$30, non-refundable)

SC221B Survey of Physical Science II (N-3 hrs) 3 hours

A continuation of SC221A designed to give a broad overview and conceptual understanding of basic physical science principles for the non-science major. Areas include chemistry (solutions, chemical reactions, acid/base), meteorology, geology, and astronomy from a biblical perspective. The course includes a lab component. (Fee: \$30, non-refundable)

SC222 Survey of Physical Science Lab (T-2 hrs) 2 hours

This course is the lab component of SC221 and must be taken concurrent with SC221. (Fee: \$30, non-refundable)

SC231 Survey of Biological Science (T-3 hrs) 3 hours

A broad overview of fundamental biological concepts for the non-science major. Emphasis is placed on a conceptual understanding of the chemistry of life, cell biology, microbiology, and genetics from a biblical perspective. Concurrent enrollment in SC232 is required.

SC231A Survey of Biological Science I (N-3 hrs) 3 hours

A broad overview of fundamental biological concepts for the non-science major. Emphasis is placed on a conceptual understanding of the chemistry of life, cell biology, microbiology, and genetics from a biblical perspective. The course includes a lab component.

SC231B Survey of Biological Science II (N-3 hrs) 3 hours

A continuation of SC231A designed to give a broad overview and conceptual understanding of basic biological concepts for the non-science major. Areas include botany, zoology, anatomy, physiology, and ecology from a biblical perspective. The course includes a lab component.

SC232 Survey of Biological Science Lab (T-2 hrs) 2 hours

This course is the lab component of SC231 and must be taken concurrent with SC231. (Fee: \$30, non-refundable)

SOCIAL SCIENCE (SS)**SS220 Spiritual Foundations for Women (T-3 hrs) 3 hours**

A practical study for the Christian woman who is interested in growing as a person and in her relationship with others and with her God. It will help her identify needs in her own life, point to God's answers from Scripture, and prepare her to relate to others in a meaningful way. It considers specific needs of others in family life, church, and ministry and outlines precise steps toward meeting those needs.

SS223 General Psychology (T-3 hrs)**3 hours**

An introduction to the various areas and aspects of psychology and a preparatory course in basic psychological concepts dealing with man's psychophysical development. Psychology is interpreted in the light of biblical teachings, and the course is aimed at helping the student understand his own behavior, as well as that of others.

SS230 Personal Finance (T-1 hr)**1 hour**

Starting from the foundation of biblical truth, this course examines and evaluates basic financial principles and applies them to individuals' personal money management.

SS231 Microeconomics (N-3 hrs)**3 hours**

This course is a basic study of economic principles with emphasis upon microeconomics. It includes a study of economics of the firm, consumer-demand theory, and current problems.

SS232 Macroeconomics (N-3 hrs)**3 hours**

A study of macroeconomic theory with primary emphasis placed upon an examination of economic aggregates, including topics such as supply and demand, the market process, the economic role of government, measuring the nation's economic performance, unemployment, economic fluctuations, fiscal policy, money and the banking system, economic growth, international trade, and foreign exchange markets.

SS245 World Geography (T-3 hrs)**3 hours**

This course is a basic study of world geography. The regional geography of the United States is also discussed.

SS248 Family Living (T-3 hrs; I-3 hrs)**3 hours**

A biblical study of human family relationships with an accompanying examination of contemporary viewpoints toward the same family-related subjects. The subjects studied in the course will include but not be limited to the following: gender (masculinity and femininity), singleness, marriage, family, family planning, parenting, sexual intimacy, homosexuality, divorce and remarriage, and the relationship of family to church, school, and society.

SS249 Conflict Resolution (T-3 hrs; I-3 hrs)**3 hours**

A biblical management approach dealing with personal, interpersonal, group, and intergroup conflict. Management skills will be considered that best lead to biblical change and reconciliation. Biblical principles and elements of peacemaking will be considered to best prepare the student in conflict management.

SS311 Goals, Priorities, & Attitudes (I-3 hrs; N-3 hrs)**3 hours**

This course promotes self-assessment and self-examination. The course emphasis will be on individual goal setting, personal attitude, and prioritization of goals in relation to truths and aspirations of the student's life. There will be discussion on attitudes and other aspects of psychological makeup and how they impact the ability and willingness to set goals and priorities. An emphasis will be made on how goals, priorities, and attitudes can lead to effective Christian walk in a world filled with positivism and postmodern thinking.

SS324 Human Growth & Development (T-3 hrs; I-3 hrs)**3 hours**

A Christian approach to the study of human growth. This course deals with the individual's physical, intellectual, social, emotional, moral, and spiritual development through childhood, adolescence, and adulthood.

SS337 Cultural Anthropology (T-3 hrs; I-3 hrs; N-3 hrs)**3 hours**

An introduction to the study of humanity from a cultural viewpoint. The study includes language communication, foods, housing, clothing, marriage, the family, clubs, social classes, government, and religion. Both primitive and developed societies are noted.

SS371 Biblical Sites Trip**3 hours**

This course is designed to give the student experience in cross-cultural life and ministry. This is an international trip carried out over the summer to various locations in partnership with different organizations. Emphasis is placed on learning culture, cross-cultural ministry, and biblical archeology. The location for the trip will be announced the fall semester prior to the summer of the trip. (Prerequisite: IC301, IC302, also listed as BI/IC/RP371)

SS411 Comparative Economic Systems (I-3 hrs)**3 hours**

The student will examine the economics systems in the world today in order to gain an appreciation for the free-market system as well as to understand communist and socialist systems. (Prerequisite: SS231 or SS232, or by permission of the instructor)

THEATRE ARTS (TA)**TA221 Chapel Theatre (T-1 hr)****1 hour**

This performance course focuses on finding, developing, writing, and performing short skits designed for presentation in chapel or church. Students will workshop performances for presentations during CBC chapel and other venues. Skills learned in this course will prepare students for effective use of theatre in ministry settings. (This course may be taken four times for credit.)

TA225 Acting I (T-3 hrs)**3 hours**

This course will address the academic, practical, and spiritual foundations of theatre with two emphases: (1) how the believer artist impacts the culture and reclaims the art form, and (2) beginning performance techniques and strategies for the actor. It will cover basic relaxation techniques, voice and diction, goal, obstacle, tactics, expectation, and two forms of beginning script analysis. This course will equip the student to deliver believable, natural performances. (This course may be taken as a General Education elective.)

TA226 Acting II (T-3 hrs)**3 hours**

This course will build on the skills introduced in Acting I. Continued development as an actor will be emphasized through study of increasingly complex actor training techniques and strategies. Stage combat, preparation of a role, rehearsing, staging, and making choices will be covered. The student will begin development of the actor's portfolio: audition monologues, headshots, and resumes. (Prerequisite: TA225 or permission of the professor)

TA233 Theatre History and Dramatic Literature (T-3 hrs)**3 hours**

This course surveys theatre history, starting with prehistoric spectacle, and covers Greek and Roman, Medieval, Renaissance, seventeenth-century France and England, Romanticism, and Realism in their historical contexts, ending with new forms in modern theatre. The class includes reading and discussion of representative plays from historically formative periods.

TA240 Film as Literature (T-3 hrs)**3 hours**

Film as Literature will encompass the viewing, discussion and analysis of film as a literary form. Students will develop interpretive and evaluative skills applied to films from a wide variety of genres, including films based on prose, theatrical and historical sources, and films written directly for the screen. (This course may be taken as a General Education elective.)

TA250 Set Design and Construction (T-3 hrs)**3 hours**

This course will emphasize competencies in two major areas of technical theatre: (1) basic principles of set design and implementation and (2) basic set construction, carpentry, and proper and safe use of power tools. The course will have practical application to a Calvary theatrical production in progress during the semester that TA250 is offered so that set design and construction will actually be implemented in the production.

TA251 Theatrical Makeup (T-3 hrs)**3 hours**

This course will cover two major areas of stage make-up: designing and application. Designing make-up will concentrate on equipping the student to design and organize make-up for an actual production. The application area will concentrate on basic stage make-up technique and include old age, character, crepe wool hair technique, application of wax and latex prosthetics, and scars and bruises.

TA252 Theatre Practicum (O-1 hr)**1 hour**

This course will give credit to a student participating in the performance or technical areas of a Calvary production. When the student has been cast in the production or has a technical responsibility in stage management, set construction, lighting, props, make-up, or costuming, he/she may receive one credit. Depending on the level of responsibility, he/she may have additional work assigned by the director or the technical director in order to complete the requirements of the course (This course may be taken a maximum of four semesters. This course may be taken as a General Education elective.)

TA260 Movement for the Stage (T-1 hr)**1 hour**

This course will focus on flexibility, strength, and coordination foundational to choreographed movement for the stage and will emphasize auditioning technique. Skills acquired in this course will be applicable to both sacred and secular productions. (Also listed as PE260. This course may be taken as a General Education elective.)

TA270 Improvisation for the Theatre (T-3 hrs)**3 hours**

This course will concentrate on the improvisational techniques developed by the originator of theatre games, Viola Spolin. This process chiefly involves the seven aspects of spontaneity: games, approval/disapproval, group expression, the role of the audience, theatre techniques, carrying the learning process into daily life, and physicalization. (Prerequisite: TA225).

TA280 Basic Styles of Musical Theatrical Choreography (T-3 hrs) 3 hours

Students will learn terminology and elements of styles of movement required for a working knowledge of basic styles of movement in theatrical productions. This will be achieved through lecture, class participation, quizzes, and final physical evaluation and exam. (Prerequisite: TA260 or permission of the instructor. This course may be taken as a General Education elective; one credit may also be used to satisfy a PE requirement.)

TA281 Fundamentals of Tap Dance (T-1 hr) 1 hour

Students will learn terminology and elements of styles of movement required for a working knowledge of tap technique and dance used in theatrical productions. Skills acquired in this course will be applicable to both sacred and secular production. (This course may be taken as a General Education elective. One credit of this course may also be used to satisfy a PE requirement. Prerequisite: TA260 or permission of the instructor.)

TA283 Fundamentals of Jazz Movement (T-2 hrs) 2 hours

Students will learn terminology and elements of styles of movement required for a working knowledge of jazz technique and dance used in theatrical productions. (This course may be taken as a General Education elective. One credit of this course may also be used to satisfy a PE requirement. Prerequisite: TA260 or permission of the instructor.)

TA330 Stage Management (T-3 hrs) 3 hours

This class focuses on defining the critical role of the stage manager and developing and training students to effectively function in this role. It will cover such things as professional and personal characteristics along with specifics of the stage manager's position. It will enable the student to effectively run rehearsals and productions smoothly. (It is recommended, but not required, that the student take TA353 before enrolling in this course.)

TA340 Directing (T-3 hrs) 3 hours

This course is designed to equip a student to understand his/her role as a director in four major areas: (1) play selection, (2) pre-production considerations, (3) rehearsals and performances, and (4) audience development. The course will include actual direction of a scene and/or chapel drama. It is recommended (but not required) that the student take TA250, TA251, TA353, and TA361 before enrolling in this course. (Prerequisites: TA225 and TA226)

TA341 Christ and Creativity (T-3 hrs; I-3 hrs) 3 hours

This course will center on the techniques of Jesus in his role as Creator and Master Storyteller, explore the inherent creativity in every life, and examine the role Christ plays in endowing his creation with unique and individualized gifts. Particular emphasis will be placed on the role of the arts. The course will (1) develop a scriptural foundation for the gift of creativity, (2) examine creativity in the arts by familiarizing the student with authors, artists, and different art forms, (3) lead the student to realize the potential of his own God-given creative gifts, and (4) develop Christians who will be able to lead lives of integrity and creative passion in the midst of an increasingly passionless, conformist, and egocentric culture. (This course may be taken as a Fine Arts or General Education elective.)

TA353 Theatrical Lighting (T-3 hrs) 3 hours

This course will cover lighting theory, design, and implementation. The course will have practical application to a Calvary theatrical production in progress during the semester that TA353 is offered so

that lighting design, instrument knowledge, and hang and focus will actually be implemented in the production.

TA361 Costuming (T-3 hrs)**3 hours**

This course will cover the following aspects of theatrical costuming: (1) a brief history of costume design, (2) the role and responsibility of the costume designer, and (3) working with the director, management assistants, and performers. Included will be an overview of tools of the costumer, measuring, remaking found items, simple altering and fitting, and management of costumes during and after a performance run. Students will learn how to prepare a costuming plot, develop a color palette, select fabrics and patterns for the stage, design one costume on paper, select a costume for a chosen play or musical from the costume room for a show, and form and be part of a costume team.

TA415 Shakespeare (T-3 hrs; I-3 hrs)**3 hours**

This course will focus on the Elizabethan world, authorship, language, and representative plays from the history, tragedy, comedy, and romance genres of the Shakespearean canon. The class will read and discuss these plays and watch actual performances. (This course may be taken as a General Education elective or used to fulfill the Literature requirement. Prerequisites: EN112 and EN113 or by permission of the instructor. Also listed as EN415)

TA425 Playwriting (T-3 hrs)**3 hours**

This course will focus on the creative writer as playwright and will involve the student in the creation of character, plot, dialogue, action, unity, structure, conflict, volition, and thematic statement. If selected, scenes and one acts will be produced by Acting I, Acting II, and Chapel Theatre actors. (Prerequisites: TA225 and TA226 or by permission of the instructor. This course may be taken as a General Education elective. Also listed as EN425)

TA440 Advanced Directing (T-3 hrs)**3 hours**

This course will continue the development of the student as director in the following areas: (1) in-depth text analysis, (2) the director/actor relationship, (3) the director/designer relationship, and (4) communicating through staging and style. (Prerequisite: TA340; TA250, TA251, TA353, and TA361 are strongly recommended, but not required.)

TA449 Theatre Arts Capstone (O-3 hrs)**3 hours**

In the final year of study, students majoring in Theatre Arts are required to complete the Capstone Project. This course will assess the student's cumulative ability to produce a full-length production in collaboration with other seniors, direct a one-act play, perform a one-man show, produce a short film, or present a technical project in their area of expertise. (Theatre Arts minors and students who have an interdisciplinary major with Theatre Arts as one of the components are not required to complete the Capstone Project but may elect to do so. Fee: \$125)

TADT Theatre Arts Drama Team - Reflection (T-1 hr)**1 hour**

Reflection is an audition-only performance group directed by the Theatre Arts Department to represent Calvary University, provide ministry opportunities for its students, and to tell the Story of God in unique and compelling ways.

THEOLOGY (TH)**TH100 Introduction to Bible & Theology (I-3 hrs) 3 hours**

This course is an introduction to the Bible and Christian theology. Topics covered are the background, origin, content, and message of the Bible; the methods, purposes, and practice of personal biblical and theological study; the kinds, general terms, and basic understanding of Christian theology; and an introduction to significant terms and concepts used in studying the Bible and Christian theology.

TH111 Evangelism/Spiritual Life (T-3 hrs; I-3 hrs; N-3 hrs) 3 hours

An introduction to the biblical principles of evangelism and spiritual life from a New Testament framework. Emphasis is on the practical methods of witnessing, discipleship, spiritual growth which includes our position in Christ by the Holy Spirit, and grace.

TH114 Survey of Theology (T-3 hrs; I-3 hrs; N-3 hrs) 3 hours

An introductory survey of the major areas of systematic theology from a dispensational, premillennial perspective. The course is designed to provide the basis for further study of theology. (Also listed as RP114)

TH220 Systematic Theology I (T-3 hrs; I-3 hrs; N-3 hrs) 3 hours

A study of the origin and nature of the Bible; a study of the nature and attributes of God; a study of the person and work of the Holy Spirit. (Prerequisites: COM110 or concurrent enrollment in COM110 for traditional students)

TH221 Systematic Theology II (T-3 hrs; I-3 hrs; N-3 hrs) 3 hours

A study of the origin, fall, and nature of man including hamartiology, the doctrine of sin; a study of the doctrine of the person of Christ; and a study of the doctrine of salvation. (Prerequisites: COM110 or concurrent enrollment in COM110 for traditional students)

TH222 Systematic Theology III (T-3 hrs; I-3 hrs, N-3 hrs) 3 hours

A study of the angels, including the doctrine of holy angels, Satan, and demons; a study of the Church, its beginning, nature, importance, officers, and ordinances; a study of the doctrine of prophecy and predictive revelation, both fulfilled and unfulfilled, with emphasis on the nature of the Rapture, the Tribulation, and the Millennial Kingdom. (Prerequisites: COM110 or concurrent enrollment in COM110 for traditional students)

TH330 World Religions (T-2 hrs; I-3 hrs; N-3 hrs) 2-3 hours

A study of selected major religions/cults influencing America and the world. Comparisons are made between their doctrinal tenets and those of revealed biblical truth. The practical concern of this course is to help the student discern truth from error in these religious systems and to effectively teach and witness with an adequate understanding of their beliefs and with tact and kindness reflecting the love of Christ. (Also listed as RP330)

TH341 Ethics (T-2 hrs; I-3 hrs; N-3 hrs) 2-3 hours

A general investigation into the major issues in ethics both on the individual and societal levels. Emphasis is upon a Christian critique of these issues in order to establish a proper biblical perspective of ethical inquiry. (Also listed as RP341)

TH346 Apologetics (T-2 hrs; I-3 hrs)**2-3 hours**

A study of the vindication of the Christian philosophy of life against the various forms of non-Christian philosophy of life. Presuppositional and evidential approaches to apologetics are evaluated on the basis of a study of relevant portions of Scripture. (Also listed as RP346)

TH440 Contemporary Theology (T-2 hrs; I-3 hrs)**2-3 hours**

A survey and biblical analysis of a broad range of theological issues relevant to local church ministry in the twentieth and twenty-first centuries. Classical liberalism, neo-orthodoxy, and neo-evangelicalism are studied as a backdrop to a more detailed evaluation of more recent theological systems, movements, and issues that impact the church in both American and international contexts. (Also listed as RP440)

TH442 Senior Theology (T-1 hr)**1 hour**

This course is conducted as a seminar, reviewing the major doctrines of the Bible. Group discussion, research, and oral quizzing is used to hone the student's theological skills. (Prerequisites: TH220, TH221, TH222 and second-semester junior class standing)

TH444 Theodicy (T-1 hr)**1 hour**

A general investigation into the problem of evil. Emphasis is on the philosophical and theological responses to the problem of evil considered in the light of the biblical doctrines of the goodness and omnipotence of God. (Prerequisite: junior class standing or permission of the professor. Also listed as RP444)

TH445 Great Christian Thinkers (T-1 hr)**1 hour**

A reading seminar focusing on the writings of an important Christian thinker that has influenced or continues to influence the church. The writings will be evaluated from the perspective of biblical theology. Students will read and report on selected writings of the thinker. This course may be taken four times for credit as different Christian thinkers are covered. (Prerequisite: junior class standing or permission of the professor. Also listed as RP445)

TH446 Literature of C.S. Lewis (N-3 hrs)**3 hours**

This course will explore the life of and literature produced by C.S. Lewis in order to gain perception into his theology, the various genres in which he wrote, and the principles that make his writings meaningful nearly forty years after his death. (Also listed as RP446)

YOUTH MINISTRY (YM)**YM235 Principles and Methods of Youth Ministry (T-2 hrs; I-2 hrs)****2 hours**

This course will include all aspects of youth ministry, including local church, para-church, and Christian camping. A biblical philosophy, as well as practical methods for youth ministry, will be studied. An analysis of various programs will be considered. The diversity of youth, as well as their different developmental stages, will be examined. Vocational opportunities and practical life experience in youth ministries will be discussed.

YM329 Recreational Leadership (T-2 hrs; I-2 hrs)**2 hours**

A study of recreational leadership for Christian camping, local church, and para-church ministry will be examined. Benefits and legalities of recreational programs and leadership will be discussed. A practical study of the variety of recreational activities and the organization and supervision of these activities will be studied and practiced.

YM439 Practical Youth Ministry Applications (T-2 hrs; I-2 hrs)**2 hours**

This course will focus on the specifics and details of youth ministry such as vision, planning youth events, youth missions, time management, parents, and youth staff training. It will place emphasis on the practical application of these issues in the youth ministry context.

YM453 Youth Ministry Internship (O-3 hrs)**3 hours**

This course is designed to provide the student opportunity for practical experience in a supervised internship program. During this course the student will apply academic concepts to practice. Permission of the program director is required for enrollment in this course. (Prerequisite: The student must have completed the junior year and 15 hours in the Professional Education Academic discipline of their major. Fee: \$100)

YM459 Senior Seminar-Youth Ministry (O-3 hrs)**3 hours**

An integration of the theoretical and practical skills gained in the program in order to prepare the Youth Ministry student for securing a ministry position upon graduation. The course includes an assessment of the student's cumulative biblical, theological, and practical studies through an oral examination modeled after the kinds of interviews faced in the ministry search process, the preparation of documents used in the normal job search process, and the development of a written philosophy and strategy of ministry appropriate to the kind of youth ministry sought upon graduation.

PERSONNEL

Administration	232
College Faculty	233
Adjunct Faculty	235
Board of Trustees	237



ADMINISTRATION

President

Christopher Cone, B.B.S., M.B.S., M.Ed., Th.D., Ph.D., Ph.D.

President's Cabinet

Teddy Bitner, B.S., M.A., M.M.A.S., D.Min.
Chief Academic Officer, Vice President of Academics

Randy L. Grimm, B.S.
Chief Operating Officer, Vice President of Operations

Victor (Skip) Hessel, Jr., B.S., M.B.A., D.M.
Chief Development Officer, Vice President of Development

Jeanette Regier, B.S.E., M.S.
Athletic Director

Cory Trowbridge, B.S., M.B.A.
Vice President of Student Services, Dean of Men

President's Council

Teddy Bitner
(Chief Academic Officer)

Larry Blanchard
(Director of Maintenance)

Jeff Campa
(Director of Public Relations)

Joe Dapra
(Director of Food Services)

Joe Everett
(Director of Christian Ministries)

Randy Grimm
(Chief Operations Officer)

Aaron Heath
(Director of Information Technology)

Skip Hessel, Jr.
(Chief Development Officer)

Charles Kurtz
(Institutional Research Coordinator)

Brian Mason
(Director of Admissions)

Jeanette Regier
(Athletic Director)

Gary Rogers
(Registrar)

Tressa Shoemaker
(Dean of Online Studies)

Tiffany Smith
(Librarian)

Cory Trowbridge
(Vice President of Student Services)

Merv Wagner
(Executive Director of Advancement)

Glenn Williams
(Chief of Security)

Faculty Administrators

Tom Baurain

(Director of the Seminary)

Teddy Bitner

(Vice President of Academics)

Mike Dodds

(Director of the College)

Joe Everett

(Director of Christian Ministries)

Skip Hessel, Jr.

(Vice President of Development)

Charles Kurtz

(Institutional Research Coordinator)

Arelly Perez

(Assistant Director of Student Services)

Jeanette Regier

(Athletic Director)

Gary Rogers

(Registrar)

Matt Sanders

(Assistant Athletic Director)

Tressa Shoemaker

(Dean of Online Studies)

Tiffany Smith

(Librarian)

Eric Stricker

(Director of the Graduate School)

Cory Trowbridge

(Vice President of Student Services)

Staff Administrators

Larry Blanchard

(Director of Maintenance)

Jeff Campa

(Director of Public Relations)

Bob Crank

(Director of Financial Aid)

Joe Dapra

(Director of Food Services)

Randy Grimm

(Vice President of Operations)

Ruth Grimm

(Director of Publications)

Aaron Heath

(Director of Information Technology)

Brian Mason

(Director of Admissions)

Jolayne Rogers

(Human Resources Coordinator)

Merv Wagner

(Executive Director of Advancement)

Glenn Williams

(Chief of Security)

UNIVERSITY FACULTY

An, Haekyung

Assistant Professor; Music Department; B.Mus. and M.Mus., New England Conservatory of Music; M. Mus., Southern Illinois University; D.M.A., University of Missouri-Kansas City. 2010

Baurain, Thomas S.

Professor; B.A., Lawrence College; Th.M., Dallas Theological Seminary; D.Min., Trinity Evangelical Divinity School; Ph.D. (ABD), Loyola University, Chicago. 2000

Bitner, Teddy D.

Professor; Chief Academic Officer, Vice President of Academics; B.S., Central Missouri State University; M.A., Wheaton College; M.M.A.S., U.S. Army Command and General Staff College; D.Min., Trinity College and Seminary. 2000

Bonine, Tom J.

Part-Time Professor; Education Department; B.A., Calvary Bible College; M.A. and Ph.D., University of Missouri-Kansas City. 1980

Christopher, Un Chong

Associate Professor; Music Department; B.Mus. and M.Mus., University of Missouri-Kansas City Conservatory of Music. 2008

Dodds, Michel L.

Associate Professor; Chairman, Ministry Studies Department; B.A., Asbury College; Th.M. and D.Min., Dallas Theological Seminary. 2007

Heness, Rose

Assistant Professor; Chairman, Education Department; B.S. and M.A., Western Illinois University; M.A.C.E., Dallas Theological Seminary; M.S., Calvary Theological Seminary. 2009

Hessel, Victor E. Jr.

Assistant Professor; Vice President of Development; B.S., Calvary Bible College; M.B.A., University of Missouri-Kansas City; D.M., University of Phoenix. 2002.

Jeffrey, Bobbie A.

Professor; Chairman, Theatre Arts Department; B.S., University of Wisconsin, Stevens Point; M.A., University of Missouri-Kansas City. 2004

Krahn, Kaleb

B.S., Calvary Bible College; M.A., University of Missouri-Kansas City. 2015

Miller, Keith R.

Professor; Chairman, Bible and Theology Department; B.A., Calvary Bible College; Th.M. and D.Min., Dallas Theological Seminary. 1994

Miller, Patricia A.

Assistant Professor; Chairman, Biblical Counseling Department; B.A., Western Illinois University; M.S., Calvary Theological Seminary. 1994

Nelson, Neil D.

Professor; New Testament Studies; B.S., University of Wisconsin-Madison; M.Div., North American Baptist Seminary; S.T.M. and Ph.D., Dallas Theological Seminary. 1996

Paxton, Joshua

Assistant Professor, Intercultural Studies Chairman, B.S., Calvary Bible College; M.Div., Calvary Theological Seminary. 2013

Regier, Jeanette L.

Assistant Professor; Athletic Director; B.S.E. and M.S., Emporia State University. 1996

Russo, Maria

B.S., Central Missouri State University; M.S., University of Kansas. 2012

Stolberg, Tom A.

Professor; Chairman, Music Department; B.M.E., University of Illinois-Normal; M.Mus., New Mexico State University; D.M.A., University of Missouri-Kansas City Conservatory of Music. 2010

Stricker, Eric C.

Professor; Masters Education Program; B.S.E., John Brown University; M.A.B.S., Dallas Theological Seminary; M.Ed., Ed.S., and Ed.D., University of Arkansas. 2011

Stricker, Terri L.

Professor; The Learning Center Director; B.S.E., M.A., and Ph.D., University of Arkansas. 2012

Trowbridge, Coral D.

Associate Professor; Vice President of Student Services, Dean of Men; B.A., Frontier School of the Bible; B.S., Calvary Bible College; M.B.A., MidAmerica Nazarene University. 2011

ADJUNCT FACULTY

(This list is subject to change each semester)

Baker, Norm

B.A., Calvary Bible College; M.Div., Trinity Theological Seminary; Th.M., Dallas Theological Seminary. 2012

Basel, Chris

B.A., William Jewell College; M.S., University of Kansas. 2013

Basham, Melanie

B.M., University of New Mexico; M.M., University of Missouri-Kansas City. 2015

Blanchard, Larry

B.A., Calvary Bible College; M.Div., Capital Bible Seminary. 2014

Braga, Joaquim

B.S., Calvary Bible College; M.A., Dallas Theological Seminary; M.Div., Calvary Theological Seminary; Ph.D. (in progress), Texas Woman's University. 2011

Bridges, Barbara

B.A., University of Kansas; M.S., Calvary Theological Seminary. 2012

Campa, Jeff

B.S., Calvary Bible College; M.S., Calvary Bible College; M.Div., Calvary Bible College; M.A., Calvary Bible College. 2015

Cary, Jessica

B.M., Concordia College; M.Mus., University of Missouri-Kansas City; D.M.A. (in progress), University of Missouri-Kansas City. 2015

Costabile, Cheryl

B.S. Calvary Bible College; M.A. and RPT, Mid-America Nazarene University. 2012

Crank, Thomas

B.A., College of the Ozarks; M.A., Missouri State University. 2015

Gibbs, William F.

B.A., University of Missouri-Kansas City; M.S., Calvary Theological Seminary. 2006

Gibson, Keith

B.S., Palm Beach Atlantic University; M.A., Liberty University. 2015

Gorman, William

B.A., Calvary Bible College; M.Div., Trinity Evangelical Divinity School. 2014

Haislip, Matthew

B.S., Texas A&M University-Commerce, TX; M.Mus., University of Cincinnati; D.M.A., UMKC. 2013

Heath, K. Aaron

B.A., Calvary Bible College; M.Div., Calvary Theological Seminary. 1994

Justus, Jeffrey

B.B.A., University of Texas-Arlington; M.S., Calvary Theological Seminary; M.S. (in progress), Calvary Theological Seminary. 2014

Kim, Sarah

B.Mus., Indiana University; M.Mus., Yale School of Music; D.M.A., Stony Brook University. 2014

Mason, Brian

B.S., Calvary Bible College, M.A., Calvary Bible College. (2015)

Paycke, Will

B.A., Calvary Bible College; M.A., M.Div., Calvary Theological Seminary. 2006

Rogers, Ken

B.A. and M.B.A., Syracuse University; M.S., Calvary Theological Seminary. 2010

Schell, Jeremy

B.A. and M.A. University of Missouri-Kansas City Conservatory of Music and Dance. 2013

Schlacks, Bill

B.A., Western State College; M.S., Indiana State University. 2011

Shoemaker, Tressa

B.S., Calvary Bible College. 2012; M.S., Emporia State University, 2016

Williamson, Joel T. Jr.

Professor; Old Testament Studies; B.A., University of Texas at El Paso; Th.M. and Ph.D. (in progress), Dallas Theological Seminary. 1982

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Rev. Darrell Godfrey
Overland Park, Kansas

Mr. Scott Wright
Belton, MO

Mr. John Goodbrake
Overland Park, Kansas

Rev. Tom Zobrist
Eureka, Illinois

Dr. Richard Grubbs
Lubbock, TX

NOTICES & POLICIES

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NOTICES

Promotional Materials

From time to time, candid, posed, or staged photographs and/or videos of students are taken. Students are asked to release Calvary University from any and all claims of use of these so that the College or Seminary may, at its discretion, use them in promotional materials such as publications, brochures, and press releases.

The Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal act that prohibits the release of any educational records except those listed as Directory Information (see below) as defined by the act without the express written authorization of the student involved. Forms are available in the Registrar's Office to allow the release of information to the person(s) designated on the form.

Inspect and Review

The student has the right to inspect and review the student's education records within 45 days of the day Calvary receives a request for access. Students should submit to the Registrar, Chief Academic Officer, head of the Academic Department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The Calvary official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Calvary official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

Request Amendment

Students have the right to ask Calvary to amend any part of their education record that they believe is inaccurate or misleading. They should write the Calvary official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If Calvary decides not to amend the record as requested by the student, Calvary will notify the student of the decision and advise the student of his/her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

Consent to Disclosures

The student has the right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by Calvary in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom Calvary has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official

has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility.

File a Complaint

The student has the right to file a complaint with the U.S. Department of Education concerning alleged failures by Calvary to comply with the requirements of FERPA. The name and address of the office that administers FERPA is listed below.

*Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, DC 20202-4605*

Directory Information

The following information is considered to be directory information by Calvary and, therefore, information that is generally not considered harmful or an invasion of privacy if disclosed.

*Name, address, and telephone listing
Date and place of birth
Dates of attendance, degrees, and awards
Most recent previous school attended
Field of study (major)
Participation in officially recognized activities and sports
Weight and height of athletes
Photographs
E-mail addresses
Full- or part-time status*

If the student does not wish any one or all of the above items to be released to anyone who does not have an authorized and/or legitimate need to know the above information, the student must notify the Registrar’s Office in writing of this desire, and the noted information will not be released. (Note: specifying that your address and phone number not be released will prohibit even friends and relatives from being able to obtain that information from Calvary.)

POLICIES

ZERO TOLERANCE POLICY

Alcohol Policy

Calvary University (the “College”), in order to promote its fundamental mission, has adopted a zero tolerance policy for the use, consumption, possession, or distribution of alcohol on College property or at any College sponsored or sanctioned event, regardless of the age of the student. Participation in any of the above activities is strictly prohibited.

Any student under the legal age for consumption of alcohol that is unlawfully using, consuming, possessing, or distributing alcohol will be subject to disciplinary sanctions including, but not limited to, disciplinary dismissal. Any student over the age for legal consumption of alcohol that is using, consuming, possessing, or distributing alcohol may be subject to disciplinary sanctions including, but not limited to, disciplinary dismissal.

In addition to any punishment imposed by the College, any student suspected of violating any federal, state, or local law proscribing the use, possession, or distribution of the unlawful consumption or possession of alcohol will be referred to the appropriate law enforcement agency.

The display of any advertising of alcoholic beverages, including containers, is not allowed at the College. This includes, but is not limited to: clothing, signs, lamps, posters, etc.

Legal Sanctions for Use, Possession, or Distribution of Alcohol

Missouri laws prohibit people under 21 years of age from purchasing, attempting to purchase, or possessing alcoholic beverages. (RSMo. 311.325) Anyone who sells or gives any alcoholic beverages to people under 21 years of age violates RSMo. 311.310. It is unlawful to obtain or attempt to obtain alcoholic beverages by using a fake or fraudulent identification. (RSMo. 311.328(3)) Anyone convicted of using fraudulent identification per RSMo. 311.320 is subject to penalties, including fines of up to \$1,000 and one year imprisonment. Conviction of any offense involving the possession or use of a controlled substance; the alteration, modification, or misrepresentation of a license to operate a motor vehicle; or the possession or use of any alcohol while operating a motor vehicle will require the surrender of a driver's license for a minimum of 90 days to a maximum of one year.

Drug Policy

Calvary University, in order to promote its fundamental mission, has adopted a zero tolerance policy for the use, consumption, possession, distribution, or manufacture of illicit or illegal drugs. The College will not tolerate any of the above activities by any student, and any such activities are cause for dismissal from the college.

The College reserves the right to require a drug test from a student where there is a reasonable suspicion that the College's drug free policy has been violated. Failure to submit to a drug test is a major violation of the disciplinary rules and will result in dismissal from the College.

In addition to any punishment imposed by the College, any student suspected of violating any federal, state, or local law proscribing the use, possession, distribution, or manufacture of illicit or illegal drugs will be referred to the appropriate law enforcement agency.

Legal Sanctions for Use, Consumption, Possession, or Distribution of Illicit or Illegal Drugs

Local, state, and federal laws provide specific penalties for drug and narcotic offenses. Title 12 of chapter 195 of the Missouri Revised statutes makes it unlawful for any person to manufacture, sell, or deliver or possess with the intent to manufacture, sell, or deliver those drugs designated collectively as controlled substances. The punishment includes a term of imprisonment as well as a substantial fine.

The federal law makes it unlawful for any person to manufacture, distribute, create, or dispense or to possess with the intent to manufacture, distribute, create, or dispense controlled substances. Title 21 of United States Code provides terms of imprisonment and fines for violations of this Act. The nature of the offense and whether the person has committed any previous unlawful acts under this statute will determine the term of imprisonment as well as the amount of the fine.

Federal Trafficking Penalties

DRUG/SCHEDULE	QUANTITY	PENALTIES	QUANTITY	PENALTIES
Cocaine (Schedule II)	500-4999 gms mixture	<p>First Offense: Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine not more than \$5 Million if an individual, \$25 Million if not an individual.</p> <p>Second Offense: Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 Million if not an individual.</p>	5 kgs or more mixture	<p>First Offense: Not less than 10 years, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$10 million in an individual, \$50 million if not an individual</p> <p>Second Offense: Not less than 20 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.</p>
Cocaine Base (Schedule II)	28-279 gms mixture		280 gms or more mixture	
Fentanyl (Schedule II)	40-399 gms mixture		400 gms or more mixture	
Fentanyl Analogue (Schedule I)	10-99 gms mixture		100 gms or more mixture	
Heroin (Schedule I)	100-999 gms mixture		1 kg or more mixture	
LSD (Schedule I)	1-9 gms mixture		10 gms or more mixture	
Methamphetamine (Schedule II)	5-49 gms pure or 50-499 gms mixture		50 gms or more pure or 500 gms or more mixture	
PCP (Schedule II)	10-99 gms pure or 100-999 gms mixture	100 gms or more pure 1 kg or more mixture		
				<p>2 or More Prior Offenses: Life Imprisonment</p>

Federal Trafficking Penalties

DRUG/SCHEDULE	QUANTITY	PENALTIES
Other Schedule I & II drugs (and any drug product containing Gamma Hydroxybutyric Acid)	Any amount	<p>First Offense: Not more than 20 yrs. If death or serious injury, not less than 20 yrs, or more than life. Fine \$1 million if an individual, \$5 million if not an individual.</p> <p>Second Offense: Not more than 30 yrs. If death or serious injury, not more than 15 yrs. Fine \$2 million if an individual, \$10 million if not an individual.</p>
Other Schedule III drugs	Any amount	<p>First Offense: Not more than 10 yrs. If death or serious injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual.</p> <p>Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1.5 million if an individual, \$5 million if not an individual.</p>
All other Schedule IV drugs	Any amount	<p>First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.</p>
Flunitrazepam (Schedule IV)	Less than 1 gm	<p>Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if not an individual.</p>
All Schedule V Drugs	Any amount	<p>First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.</p> <p>Second Offense: Not more than 4yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.</p>

Federal Drug Trafficking Penalties - Marijuana

Drug	Quantity	1st Offense	2nd Offense
Marijuana (Schedule I)	1,000 kg or more mixture; or 1000 or more plants	> Not less than 10 years, not more than life > If death or serious injury, not less than 20 years, not more than life > Fine not more than \$4 million if an individual, \$10 million if other than an individual	> Not less than 20 years, not more than life > If death or serious injury, mandatory life > Fine not more than \$8 million if an individual, \$20 million if other than an individual
Marijuana (Schedule I)	100 kg to 999 kg mixture or 100 to 999 plants	> Not less than 5 years, not more than 40 years > If death or serious injury, not less than 20 years, not more than life > Fine not more than \$2 million if an individual, \$5 million if other than an individual	> Not less than 10 years, not more than life > If death or serious injury, mandatory life > Fine not more than \$4 million if an individual, \$20 million if other than an individual
Marijuana (Schedule I)	More than 10 kgs Hashish; 50 to 99 kg mixture More an 1 kg of hashish oil; 50 to 99 plants	> Not more than 20 years > If death or serious injury, not less than 20 years, not more than life > Fine \$1 million if an individual, \$5 million if other than an individual	> Not more than 30 years > If death or serious injury, mandatory life > Fine \$2 million if an individual, \$10 million if other than an individual

Federal Drug Trafficking Penalties – Marijuana (continued)

Drug	Quantity	1st Offense	2nd Offense
Marijuana (Schedule I)	1 to 49 plants; less than 50 kg	> Not more than 5 years > Fine not more than \$250,000, \$1 million if other than individual	> Not more than 10 years > Fine \$500,000 if an individual, \$200,000 if other than an individual
Hashish (Schedule I)	10 kg or less		
Hashish Oil (Schedule I)	1 kg or less		

Health Risks Associated with the Use of Illicit or Illegal Drugs or Alcohol

Medical studies indicate that users of illicit or illegal drugs or alcohol can suffer from a wide range of medical and psychological problems. Those problems can be as mild as depression or as severe as permanent brain damage or death. At the very least, use promotes poor application to academics as shown by poor study habits, lack of concentration, and loss of self-esteem. Additional information on the health risks associated with the use of illicit or illegal drugs or alcohol is available through the Student Deans Office.

Drug and Alcohol Programs

All students are informed of Calvary’s Zero Tolerance Policy; the standards of conduct, applicable legal sanctions, a description of the related health risks, resources for counseling, treatment, rehabilitation, and re-entry, and a clear description of the disciplinary sanctions.

As there is no alcohol allowed on campus, Calvary offers a wide variety of alcohol-free events. The Student Lounge and the KA-Bar Cafe are relaxed places for students and faculty/staff to congregate. The Lounge features a movie room and games (pool, ping-pong, etc.). The KA-Bar Cafe features a TV, board games, and a coffee shop. Intramural sports, athletic events, and our variety of academic and personal enrichment activities are all healthy alternatives to drinking.

Counseling is available with the Student Deans for no fee. Other local options for individual counseling are available with:

Bill Gibbs, M.S., Biblical Counseling
Calvary Biblical Counseling Center
15800 Calvary Rd
Kansas City, MO 64147
816-322-0110 ext. 1349

Cam Meers, M.S., LMFT, CADC
Legacy Family Counseling Center
632 SE 4th Street
Lee’s Summit, MO 64063

Options for drug/alcohol treatment, including inpatient and/or outpatient treatment include:

Pathways
201 Main Street
Belton, MO 64012
816-322-4332
816-322-5445 (fax)

Shelterwood
3205 N. Twyman Road
Independence MO, 64058
800-584-5005
info@shelterwood.org

The following steps will be used for re-entry from drug/alcohol related issues that students must fulfill.

The student will:

- Be placed on Disciplinary Probation for a minimum of one year.
- Participate in regular counseling with an approved counselor specializing in drug/alcohol recovery.

- Re-entry counseling may be done with:
Cam Meers, M.S., LMFT, CADC
Legacy Family Counseling Center
632 SE 4th Street
Lee's Summit, MO 64063
- Allow open communication between the Counselor and the Student Deans Officet.
- Have regular meetings with the Student Deans Office.

The Student Deans Office will meet after one year to review the student's progress and status. At that time the department will decide on an appropriate course of action.

GENDER-BASED MISCONDUCT POLICY

Statement of Policy

It is the policy of Calvary University to promote a learning, living, and work environment that is free of all forms of harassment. Harassment on the basis of race, color, sex, sexual orientation, gender identity or expression, condition of pregnancy, religion, national and ethnic origin, age, disability, and military or veteran status undermines the basic principles of the community, biblical teachings, and applicable laws. It is not acceptable behavior at Calvary University and will not be tolerated.

If a student requires extended class absences due to pregnancy or childbirth as deemed necessary by the student's doctor, the student may request an "I" incomplete (6 week) extension and/or Leave of Absence without reduction of grade or additional cost.

Harassment is defined as the use of derogatory comments or acts directed toward an individual's race, color, sex, sexual orientation, gender identity or expression, condition of pregnancy, religion, national and ethnic origin, disability, or military or veteran status that:

1. Humiliate and/or intimidate an individual;
2. Have the purpose or effect of creating a hostile or offensive working or educational environment;
3. Impede and/or interfere with work performance, academic status, or campus life.

Sexual Harassment

Sexual harassment is a form of sex discrimination and is a violation of Calvary University policy as well as federal and state statutes. Calvary University views with the utmost seriousness offenses against an individual such as stalking, inappropriate sexual touching, sexual assault, and any other form of non-consensual sexual activity.

For the purposes of this policy, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, sexual assault, and all other verbal and physical conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic status.

2. Submission to or rejection of such conduct by an individual is used as a basis for employment or academic decisions affecting an individual.
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive environment in which to work or learn.

Calvary University considers harassment a very serious matter. Any person found to be engaging in sexual harassment will be subject to disciplinary action, up to and including expulsion from Calvary University or its residence halls.

Examples of Sexual Harassment

Sexual harassment can be directed toward a person of the opposite sex or same sex and can take many forms. Sexual harassment may occur regardless of the intention of the person engaging in the conduct. The following are some examples of conduct which, if unwelcome, may constitute sexual harassment, depending upon the totality of the circumstances, including the severity of the conduct and its pervasiveness:

- Sexual advances (whether they involve physical touching or not).
- Requests for sexual favors in exchange for actual or promised academic or job benefits such as favorable grades or continued employment.
- Sexual jokes.
- Use of sexual epithets, written or oral references to sexual conduct, gossip regarding one's sex life, and comments on an individual's body, sexual activity, deficiencies, or prowess.
- Displaying sexual objects, pictures, written materials, or cartoons.
- Leering, brushing against the body, sexual gestures or suggestive or insulting comments.
- Sexual exhibitionism.
- Inquiries into one's sexual activities.
- Cyber-harassment including non-consensual videos or audio recordings of sexual activity.
- Sexual assault or coerced sexual acts.

Sexual Assault

The most egregious form of sexual harassment is sexual assault which will not be tolerated at Calvary University. Not only does any form of sexual assault violate Calvary's institutional policies of purity, it also violates federal and state laws.

For the purposes of sexual assault violations, the following definitions apply:

A person who attempts to or knowingly causes another person to engage in a sexual or deviate sexual act—

1. By using force against that other person; or
2. By threatening or placing that other person in fear that any person will be subjected to death, serious bodily injury, or kidnapping; or
3. By rendering another person unconscious and thereby engaging in a sexual act with that other person; or

4. By administering to another person by force or threat of force, or without the knowledge or permission of that person, a drug, intoxicant, or other similar substance and thereby—
 - A. Substantially impairing the ability of that other person to appraise or control conduct; and
 - B. Engages in a sexual act with that other person; or
5. By causing another person to engage in a sexual act by threatening or placing that other person in fear (other than by threatening or placing that other person in fear that any person will be subjected to death, serious bodily injury, or kidnapping); or
6. By engaging in a sexual act with another person if that other person is—
 - A. Incapable of appraising the nature of the conduct; or
 - B. Physically incapable of declining participation in, or communicating unwillingness to engage in that sexual act; commits sexual assault.¹

Calvary University defers to current Missouri Revised Statutes (RSMO) Chapter 566 regarding specific definitions of sexual assault.

Although ANY sexual activity is prohibited by Calvary's institutional purity policies, please be informed of the following definitions and guidelines as defined by federal and/or state law.

Consent and Communication

Consent is an understandable exchange of affirmative words or actions that indicate a willingness to participate in mutually agreed upon sexually explicit touching or sexual penetration. Consent must be informed and freely and actively given. It is incumbent upon each individual involved in the activity to either obtain or give consent prior to any sexual activity, and again, prior to sexual penetration. If at any time during the sexual interaction any confusion or ambiguity should arise on the issue of consent, it is incumbent upon each individual involved in the activity to stop and clarify, verbally, the other's willingness to continue.

- A verbal "no," even if it may sound indecisive or insincere, constitutes lack of consent.
- When consent is requested verbally, absence of any explicit verbal response constitutes lack of consent.
- It is expected that, after consent has been established, a person who changes his/her mind during the sexual activity will communicate through words or actions his/her decision to no longer proceed.
- Past consent to sexual activity does not imply future on-going consent, and the fact that two persons are in an on-going relationship does not preclude the possibility that sexual misconduct or sexual assault might occur within that relationship.
- A student's use of alcohol and/or other drugs does not diminish a student's responsibility to obtain consent.

Sexually explicit touching is the unwanted touching of another person in a sexual

¹ Revised from Missouri Revised Statutes Chapter 566.

manner. Examples of sexually explicit touching include, but are not limited to, the touching, either directly or through clothing, of another person's genitalia, breasts, inner thigh, or buttocks of any person with a clothed or unclothed body part or object. Sexually explicit touching through the use of coercion or where the person is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity is considered sexual assault.

Coercion is the use of force, or the threat of force; the use of a threat of immediate or future harm; or the use of physical or severe and/or pervasive emotional intimidation to cause or attempt to cause another person to engage in or submit to certain activities. Coercion also includes the administration of a drug, intoxicant, or similar substance that impairs the faculties of a person.

Incapacity is defined as a person incapable of giving consent because he/she is asleep, unconscious, losing or regaining consciousness, or clearly mentally or physically incapacitated. Signs of being incapacitated include, but are not limited to, difficulty walking, inability to speak in a coherent manner, and vomiting or the presence of vomit.

Clear communication is required by Sexual Assault definitions, which require each participant to obtain and give consent before engaging in any sexual activity. Relying solely upon nonverbal communication is not sufficient. Communication is a foundational process that affects all of our relationships and interactions. Any sign of reservation or hesitation should be clarified verbally before proceeding.

Alcohol and Other Drugs

In addition to it being a violation of Calvary University's institutional rules and regulations, the consumption of alcohol and/or the use of drugs often lowers inhibitions, can cause some people to become more aggressive, and always impairs judgment. Sexual activity with someone who has consumed alcohol or drugs creates the potential for later dispute over questions of consent. Sexual activity with a person who is thus impaired may be considered a violation of the law and the Student Code of Conduct. Conversely, being under the influence of alcohol is not an excuse for committing sexual assault.

It is a violation of Calvary University's policy and Missouri law to have any sexual activity with someone who is unable to give consent because of alcohol or drugs or other impairment. If your partner is very drunk, you may be guilty of sexual misconduct even if your partner said yes.

Procedures and Resources

When a student is sexually assaulted, he/she has reporting options. If a student has just experienced an assault and needs immediate assistance, he/she should get to a safe place. A student should then:

1. Call Calvary Security at 816-898-2989 or the South Kansas City Police Department at 911. Either will help whether or not a student chooses to prosecute the assailant. Reporting a sexual assault to the police does not commit someone to further legal action. In an off-campus emergency, the student is encouraged to call 911 or the police department in the city or town where he/she is located.
2. The student is also encouraged to call a friend, family member, or someone he/she trusts and can talk with (e.g., Residence Director (RD), Resident Assistant (RA),

Vice President of Student Services (Dean of Men), or Assistant Director of Student Services (Dean of Women).

3. Get medical attention immediately. St. Luke's East Hospital, St. Joseph's Medical Center, Truman Medical Center – Lee's Summit, and Research Medical Center are experienced and prepared to help sexual assault victims. A prompt medical examination will test for pregnancy (where applicable) and STDs and can secure valuable evidence that can be used later, should the student wish to have the assailant prosecuted.
4. Seek counseling. Regardless of whether a student reports the assault, it is often helpful to seek counseling to cope with the traumatic experience. The counseling services provided by Calvary University are available regardless of where or when the assault may have occurred.
5. File a complaint with the appropriate Calvary University employee (see Reporting Harassment and Harassment Investigation).
6. Upon receipt of a sexual assault complaint, the designated CBC employee will provide the options of pursuing a criminal complaint with the Kansas City Police Department or other jurisdiction (i.e., State Police, or other local police departments), pursuing Calvary's investigation, or pursuing both options at the same time.

Reporting Gender-Based Misconduct

Calvary University is committed to stopping misconduct in all of its forms. Any CBC student who believes that he/she has been subjected to misconduct has the right to file a complaint through the procedures delineated below.

Calvary University encourages individuals to report incidents of misconduct, regardless of who the alleged offender may be. Calvary will not pursue disciplinary action against a student who claims to be a victim of misconduct in connection with reporting that misconduct or against students named as witnesses.

Student complaints about a Calvary student, faculty, or staff member can be made to:

Moriah Roberts, Title IX Coordinator

Email: moriah.roberts@calvary.edu

Phone: 816-322-0110 ext 1304

Cory Trowbridge, Dean of Men, Title IX Investigator

Email: cory.trowbridge@calvary.edu

Phone: 816-322-0110 ext 1309

Arely Perez, Dean of Women, Title IX Investigator

Email: arely.perez@calvary.edu

Phone: 816-322-0110 ext 1329

Each of the above Calvary officials is available to discuss any concerns you may have and to provide information to you about Calvary University's policy on misconduct and the complaint process.

After reporting an incident of misconduct, students may request alterations related to academic classes, housing and/or dining services, Student Life activities, or other

accommodations based on the circumstances. Decisions regarding such requests will be made by the designated Calvary official after consultation with appropriate Calvary University faculty and/or staff while preserving confidentiality to the extent possible.

Depending upon the circumstances, both students in a case may be issued administrative orders to have no contact with each other. This allows the matter to proceed without any possible harassment or miscommunication between parties.

While Calvary University has an obligation to investigate every complaint of misconduct, if a student wishes the details of an incident to be kept strictly confidential, he/she may speak privately with the Director of Calvary's Biblical Counseling Center (or designee) or a counselor at the Metropolitan Organization to Counter Sexual Assault (MOCSA) 816-531-0233. Requests for confidentiality will be honored unless there is an imminent danger to the student or to others.

Misconduct Investigation

Except in extraordinary circumstances, all misconduct complaints will be investigated and a decision made and communicated within 60 business days of receiving the complaint. Individuals are assured that complaints will be treated as confidentially as possible, subject to Calvary University's obligation to investigate and respond appropriately to any and all allegations of misconduct.

Complainants are also advised that Calvary will investigate allegations of misconduct and take appropriate action, even if the complainant does not wish to pursue or participate in the disciplinary process, but any response by Calvary may be hindered by the complainant's wishes for anonymity and/or inaction. Calvary University has adopted both informal and formal resolution procedures to deal with misconduct complaints. Calvary will also ensure that no person who is the subject of a complaint will be assigned to investigate the complaint.

Informal Resolution

After discussion and investigation, some complaints may be resolved informally. With the assistance of the designated Calvary official, the complainant may choose to write or speak with the offending person directly, which may be sufficient to bring a satisfactory response. Or, the designated official may speak with the offending person or facilitate a meeting between the complainant and the offending person. Individuals sometimes find that through these informal procedures they are able to reach an acceptable resolution.

Formal Resolution

The formal complaint procedure is initiated after a written complaint has been filed with the designated official asking for a formal investigation to be conducted.

If the offending party is a student, the case will be heard by the Calvary University Judicial Board according to judicial procedures outlined in the Gender-Based Misconduct Procedures Manual.

A student judicial hearing may accommodate concerns for the personal safety, well-being, or fears of confrontation of the charged student, complainant, or witnesses during the hearing by providing alternate means of communication when it is determined to be appropriate by the Judicial Officer.

If the offending party is a faculty or staff member, a formal investigation will be held by the designated Calvary official and another senior level Calvary administrator. All investigations will include private interviews with the individual filing the complaint, the

person alleged to have committed the misconduct, as well as third-party witnesses, and will also include consideration of other relevant evidence. When the investigation has been completed, the designated official will inform both the complainant and the subject of the complaint of the outcome.

Retaliation or False Reporting

A retaliatory action or behavior taken toward an individual as a consequence of his/her decision to report a violation or pursue action or criminal prosecution or a retaliatory action or behavior taken toward an individual who cooperates in an investigation is prohibited. Retaliatory acts may include, but are not limited to, threats, intimidation, or harassment. Such retaliation shall be considered a serious violation of policy and shall be independent of whether a charge of harassment is substantiated. Encouraging others to retaliate also violates the policy.

Calvary University also considers filing an intentionally false report of misconduct a violation of this policy.

Prevention

Calvary University endeavors to proactively prevent gender-based misconduct, specifically sexual assaults, by implementing the following:

- Escort Program
- Deterrent Signage
- Deterrent Camera Surveillance
- Armed Security Officers
- Defense Training
- Education for Men and Women

Education

Calvary University endeavors to educate students, faculty, and staff about gender-based misconduct in a variety of ways:

- Incoming students are required to attend Orientation, which includes training on sexual violence prevention and bystander intervention. This course is available for all continuing students, as well.
- Calvary's Biblical Counseling Center's library contains a variety of titles addressing sexual harassment (including sexual assault) which are available to all students.
- Training on harassment is held for faculty, staff, and student staff (RAs and Orientation Leaders).
- Training on misconduct and conducting misconduct investigations is held for designated Calvary officials.
- The Student Deans Office and Calvary Security provide on-campus programming relating to sexual harassment (including sexual assault).
- Calvary University's Gender-Based Misconduct policy, Title IX Policy, and related resources are communicated to in-coming students during New Student Orientation, to returning students in their registration packets, and to new faculty and staff members at their Orientation.

Student Support and Resources

Calvary University encourages students to make use of appropriate resources and will assist all persons involved in an allegation of misconduct. Support structures include the Dean of Men, Dean of Women, the Director of Calvary's Biblical Counseling Center (or designee), the Resident Assistants, the Resident Directors, and the Chief of Security (or designee). Each office is prepared to offer assistance to students both in an emergency and on an on-going basis. In addition to these on-campus resources, referrals for off-campus counseling and support services can be provided for both the student complainant and the accused student at the student's request.

Kansas City community resources include:

- **National Sexual Assault Hotline:** 800-656-HOPE (4673)
www.rainn.org/get-help/national-sexual-assault-hotline
- **Metropolitan Organization to Counter Sexual Assault (MOCSA)** 24/7 crisis line 816-531-0233 or 913-642-0233 www.mocsa.org/ndhlp_sxa.php
- **SAFEHOME Shelter** 24-Hour Crisis Hotlines
913-262-2868 or 888-432-4300

State and Federal Remedies

In addition to the above, if you believe you have been subjected to misconduct, you may file a formal complaint with the following government agencies:

- **United States Equal Employment Opportunity Commission (EEOC)**
John F. Kennedy Federal Building, 475 Government Center
Boston, MA 02203
1-800-669-4000
www.eeoc.gov
- **Missouri Commission on Human Rights**
3315 W. Truman Blvd., Room 212, P.O. Box 1129
Jefferson City, MO 65102-1129
Toll Free Complaint Hotline: 1-877-781-4236
E-mail: mchr@labor.mo.gov
www.labor.mo.gov/mohumanrights
- **Office for Civil Rights (OCR)**
United States Department of Education
33 Arch Street, Suite 900
Boston, MA 02110-1491
617-289-0111
E-mail: ocr.Boston@ed.gov
www.ed.gov/ocr

GRIEVANCE PROCEDURES

A student may wish to present a grievance against a faculty or staff member, or another student, when the issues cannot be resolved informally or by use of other regular College procedures. A grievance is a concern related to an alleged illegal or improper action not otherwise addressed in policies contained within the College Student, Staff, or Faculty Handbooks. Calvary has set procedures for students who wish to present grievances and are

listed below. Academic related grievances (i.e., appealing a course grade) should go through the Chief Academic Office.

1. Any student who would like to file a formal grievance must submit a written report to the Student Deans Office as promptly as possible, within 12 months of the occurrence of the incident, and should include the following information:
 - A. The date and place of the incident.
 - B. A description of what took place.
 - C. Why it is considered a grievance.
 - D. The date on which the grievance was recorded.
 - E. The name and signature of the grievant.
2. A thorough investigation of the grievance will be conducted, and Calvary may take disciplinary action up to and including dismissal.
3. Should anyone be dissatisfied with an imposed sanction as a result of the investigation, an appeal may be made to the Chief Academic Officer and eventually the President.
4. If the complaint is with or against the Dean of Men or the Dean of Women, then the complaint should be reported to the Chief Academic Officer.

Students filing a written grievance with the Deans Office may be required to meet with a staff member face-to-face to answer questions and provide more contextual information related to the alleged incident. If the student chooses not to submit their grievance in writing and/or chooses not to meet with College staff when requested to do so, the College reserves the right to not respond to the filed grievance (except in gender-based misconduct), although a copy of the report will be left in the student's file in the Deans Office.

When filing a complaint, it is important that the accuser state the nature of the grievance, bring witnesses (if able), and be able to clearly state the facts, accusations, and situations. If the accusation against another student, staff, or faculty member is determined false or malicious, the student may be subject to discipline or dismissal. In all cases, confidentiality of the accuser and accused will be strictly adhered to except as required by applicable law. Any crimes violating federal, state, or local law will be referred to the appropriate enforcement agency.

The College is committed to the scriptural principles found in Matthew 18:15-17. However, the College understands the difficulty inherent in discussing an offense with persons in a position of authority. Therefore, the student is encouraged, but not required, to discuss the matter privately with the person in an effort to resolve the matter. If the student is in a situation where they are unsure how to proceed, please seek counsel from the Deans Office. The Deans Office is always available to provide advice and support for students who are uncertain as to how they should proceed in confronting someone.

At Calvary we believe we are in a partnership with parents as we aid students in their developmental process. Therefore, parents of dependent children may be notified when their student is subject to significant disciplinary actions.

The State of Missouri's Student Complaint Process

Students and prospective students of Calvary University may file complaints with our Accreditors: 1) HLC: <http://www.hlcommission.org/HLC-Institutions/complaints.html>, 2) ABHE: <http://www.abhecoa.org/forms.abhe.org/webdocs/Policy%20on%20Complaints.pdf>,

or the State's designated agency.

The Missouri Department of Higher Education (MDHE) has been assigned to serve as the clearinghouse for complaints concerning colleges and universities.

The State of Missouri recognizes that, "many issues fall within areas that generally are within the sole purview of an institution and its governing board." Furthermore, "issues or complaints are generally more speedily and appropriately resolved within the grievance channels available at the institution".

Missouri encourages students and prospective students with complaints to use all available informal means to resolve them. In other words, a complainant should first follow scriptural principles found in Matthew 18: 15-17, before proceeding to more formal steps

According to the State of Missouri, "Exhaustion of all informal and formal institutional processes, including both campus processes and any applicable system processes, is a prerequisite to filing any formal complaint with the MDHE". Simply stated, the MDHE expects you to have followed Calvary's procedures, prior to contacting them.

In the event that, "a mutually agreeable resolution can't be reached at the institutional level, the student or prospective student may proceed with the MDHE's formal complaint process. Prior to initiating this formal process, complainants must first call the MDHE at 573-526-1577 to indicate their desire to file a complaint."

The MDHE will screen calls to ensure that Calvary's complaint process has been followed. If the MDHE accepts the complaint, a complainant will be sent a form to be filled out and returned. Supporting documentation should be included in the formal complaint.

The MDHE will acknowledge receipt of your complaint. "If there is no indication that institutional remedies have been exhausted, the complaint will be returned for that purpose".

Complaints that fall within jurisdiction will be investigated and resolved by the MDHE. Some complaints may need to be forwarded to another State Agency, or Calvary's accrediting body. "All parties to the complaint will be notified of its resolution by mail."

GRIEVANCE PROCEDURES FOR STUDENTS ENROLLED IN DISTANCE EDUCATION UNDER THE STATE AUTHORIZATION RECIPROCIITY AGREEMENT (SARA)

Students enrolled in distance education courses (online classes) or online programs, who are residents of states other than Missouri, and when such state is a SARA participating state, may, after exhausting their options under Calvary's grievance procedures, appeal the institution's decision to the Missouri Department of Higher Education (MDHE). Only complaints that do not involve grades or student conduct may be appealed within two years of the incident to the Missouri Department of Higher Education.

- **Missouri Department of Higher Education**
P.O. Box 1469
Jefferson City, MO 65102-1469
1-573-751-2361

If MDHE receives a complaint about a Missouri institution, the complainant will be contacted by MDHE staff to determine if the complainant has exhausted the grievance process at Calvary University. If the institutional grievance process has been completed, MDHE will provide appropriate forms to file a formal complaint against the institution. If the complainant has not utilized the institutional remedies available, the individual will be directed to contact Calvary University to seek resolution.

The formal complaint must be submitted in writing using the form provided by MDHE. The complaint may be mailed or faxed and must include supporting materials as well as documentation verifying that all institutional remedies have been exhausted. MDHE staff will acknowledge receipt of the formal complaint in writing.

SARA-related complaints that fall within the jurisdiction of MDHE will be investigated and resolved as appropriate by MDHE. SARA applies only to those complaints resulting from distance education courses offered by participating institutions to students in other SARA states. It does not apply to distance education activity inside Missouri or to on-ground campuses. Complaints concerning criminal misconduct will be referred to local law enforcement authorities. Complaints relating to violations of federal law will be referred to the federal agency having jurisdiction over the matter in question.

Calvary University will provide a response to the complaint within ten working days of official notification by MDHE. All parties to the complaint will be notified of its resolution by mail. MDHE will keep a log of all complaints, record the date received, the name of the complainant, the institution against which the complaint is made, a brief description of the complaint, and the date and nature of its disposition.

State Authorization of Distance Education

Calvary is authorized to offer distance education in most states. Please consult with your Admissions contact to confirm that Calvary is authorized to offer distance education and your desired program in your state of residence.

PRESIDENTIAL TREATMENT OF STUDENTS

With respect to interactions with students or those seeking to be such, the President shall not cause or allow conditions, procedures, or decisions that are unbiblical, unsafe, undignified, or unnecessarily intrusive.

Further, without limiting the scope of the foregoing by this enumeration, the President shall not:

- A. Request information for which there is no clear necessity.
- B. Use methods of collecting, reviewing, transmitting, or storing student information that fail to protect against improper access to the material elicited.
- C. Fail to operate facilities with appropriate safety, accessibility, and privacy.
- D. Fail to establish with students a clear understanding of what may be expected and what may not be expected from the service(s) offered.
- E. Fail to use biblical principles in regulating student conduct or in counseling and discipline of students.

- F. Fail to inform students of this policy as applicable, or to provide a way to be heard for persons who believe they have not been accorded a reasonable interpretation of their protections under this policy.
- G. Graduate any student who fails to possess a foundational understanding of the Holy Scripture and Calvary's Doctrinal Statement.

Procedure for Grievances

Any grievances that a student would have regarding the president, faculty, or staff should be submitted in written form explaining the grievance. This appeal should be given to the Vice President of Student Services with explanation deemed necessary. The Vice President of Student Services will then submit the grievance to the appropriate vice president. Grievances will be submitted as follows: concerning staff to the Chief Operations Officer; concerning faculty to the Chief Academic Officer; concerning the President to a President's cabinet member; concerning a Vice President to the President.

CLERY ACT

The annual crime index report is made available in accordance with the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act." The report is available in the following offices: Student Deans, Business, and Security. The report is also available on reserve in the Library. Any further questions should be directed to the Chief of Security.

Report on Athletic Program Participation Rates and Financial Support Data (EADA)

In accordance with the Equity in Athletics Disclosure Act, an annual report pertaining to Calvary's athletic programs is available to prospective students, students, and to the public in the following locations:

- ✓ Admissions Office
- ✓ Financial Aid Office
- ✓ Athletic Director's Office
- ✓ Institutional Research Office

Any questions regarding the Equity in Athletics Disclosure Act should be directed to the Institutional Research Office.

SEXUAL OFFENDER INFORMATION

The "Campus Sex Crimes Prevention Act" is a federal law enacted on October 28, 2000, which provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, or working or volunteering on campus.

The Act amends the "Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act" to require sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student.

In the event Calvary University determines that an applicant for admission or existing student is listed on a Sex Offender Registry, the following procedures shall apply:

- A. The applicant will be denied admission to Calvary University. This is defined as:

Admission Denied/Revoked: Admission to the college, or to college functions or activities, may be denied or revoked to individuals who are unable to demonstrate safe and/or non-disruptive conduct.

- B. If the applicant registers for classes and/or becomes a student before the College receives notification that such student is a registered sex offender, the student will be immediately informed that he/she is being administratively withdrawn from classes and will receive a refund according to the refund schedule.
- C. An applicant may invoke his/her right to an appeal process.

Appeal Process for Denial of Admission or Withdrawal for Convicted Sex Offender

When a convicted sex offender is denied admission to or is administratively withdrawn from classes at Calvary University, he/she may invoke the following appeal process:

- A. The applicant or withdrawn student will receive a letter from the Student Deans, stating his/her denial of admission or administrative withdrawal.
- B. The applicant/withdrawn student may write a letter of appeal to the President's Cabinet in which he/she provides the following information:
 - 1. Disclosure of the nature of the offense for which he/she has been convicted.
 - 2. Justification for consideration of admission/reinstatement.
 - 3. Statement acknowledging his/her understanding that his/her identity and status as a convicted sex offender will be publicized on the College campus in accordance with federal and state law if he/she is admitted or reinstated.

Note: If a student is appealing a denial of admission or an administrative withdrawal, he/she must submit the letter of appeal to the President's Cabinet within seven (7) calendar days of the denial of admission/administrative withdrawal.

- C. A panel of the President's Cabinet and two other full-time faculty or administrators will review the information submitted and make a decision by a simple majority vote within fourteen (14) calendar days of receiving the letter of appeal. The Chief Academic Officer will serve as the convener of the panel.
- D. The Chief Academic Officer will inform the applicant/withdrawn student by letter of the decision of the appeals panel. The decision of the appeals panel shall be final.

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