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# 2012–2014 CATALOG



**CALVARY**  
BIBLE COLLEGE & THEOLOGICAL SEMINARY

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This catalog contains information regarding the College calendar, student life, admissions, fees, degree requirements, and course offerings for the 2012-2014 academic years. The College reserves the right to make changes in these and other matters described herein, without prior notice, in accordance with established policies and procedures.

### College Calendar 2012-2013

(Dates subject to change. All events on website calendar – [www.calvary.edu](http://www.calvary.edu))

#### FALL SEMESTER 2012 (Aug. 28-Dec. 19)

Dorms Open/Registration/Faculty Reception	Thursday	Aug. 23
Orientation for New College Students	Thursday-Monday	Aug. 23-27
Dorms Open for Continuing Students	Sunday	Aug. 26
Late Registration Begins	Monday	Aug. 27
Classes Begin	Tuesday	Aug. 28
Last Day to Add a Class	Tuesday	Sep. 4
Labor Day—No Classes, Offices Closed	Monday	Sep. 3
Last Day—100% Ref./App. Fall Grad.	Tuesday	Sep. 11
Spiritual Emphasis Week	Tuesday-Friday	Sep. 11-14
Day of Prayer—No Day Classes	Wednesday	Sep. 12
All-Calvary Work Day—No Day Classes	Tuesday	Sep. 18
President's Dinner	Thursday	Sep. 27
Fall Study Break	Thursday-Friday	Oct. 18-19
Last Day to Drop a Class with a "W"	Tuesday	Oct. 30
Early Registration for Spring Semester	Monday-Friday	Nov. 1-15
Scholarship Application Deadline for Spring	Friday	Nov. 9
Spring Financial Arrangement Deadline	Friday	Nov. 30
Thanksgiving Break—No Classes, Offices Closed	Wednesday-Friday	Nov. 21-23
Enrollment Deposit Deadline for Spring Semester	Friday	Dec. 7
Semester Exams	Monday-Wednesday	Dec. 17-19
Classes End	Wednesday	Dec. 19

#### SPRING SEMESTER 2013 (Jan. 15-May 15)

J-Term	Monday-Friday	Jan. 7-11
Dorms Open for All Students	Sunday	Jan. 13
Orientation for New Students	Sunday-Monday	Jan. 13-14
Faculty Reception for New Students/Registration	Monday	Jan. 14
Classes Begin	Tuesday	Jan. 15
M.L. King Holiday—No Classes, Offices Closed	Monday	Jan. 21
Last Day to Add a Class	Tuesday	Jan. 22
Last Day—100% Ref./App. Spring Grad.	Tuesday	Jan. 29
Missions Emphasis Week	Tuesday-Friday	Jan. 29-Feb. 1
Missions Seminar Day—No Day Classes	Thursday	Jan. 31
Day of Prayer—No Day Classes	Wednesday	Feb. 6
Scholarship Application Deadline for Fall (early)	Thursday	Mar. 1
Spring Break—No Classes	Friday-Monday	Mar. 15-25
Last Day to Drop a Class with a "W"	Tuesday	Mar. 26
Good Friday—No Classes, Offices Closed	Friday	Mar. 29
Early Registration for Fall Semester	Friday-Friday	Apr. 1-Apr. 15
Scholarship Application Deadline for Fall (late)	Friday	Apr. 1
All-Calvary Work Day—No Day Classes	Thursday	Apr. 18
Spring Banquet	Friday	Apr. 19
Fall Financial Arrangements deadline	Tuesday	Apr. 30
Exams for Graduating Students	Monday-Tuesday	May 6-7
Honors Chapel/Alumni Induction & Luncheon	Thursday	May 9
Baccalaureate Chapel/Commencement Concert	Friday	May 10
Commencement	Saturday	May 11
Semester Exams	Monday-Wednesday	May 13-15
Classes End	Wednesday	May 15

**College Calendar 2013-2014**

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

**FALL SEMESTER 2013** (Aug. 27-Dec. 18)

Dorms Open/Registration/Faculty Reception	Thursday	Aug. 22
Orientation for New College Students	Thursday-Monday	Aug. 22-26
Dorms Open for Continuing Students	Sunday	Aug. 25
Late Registration Begins	Monday	Aug. 26
Classes Begin	Tuesday	Aug. 27
Last day to Add a Class	Tuesday	Sep. 3
Labor Day—No Classes, Offices Closed	Monday	Sep. 2
Last Day—100% Ref./App. Fall Grad.	Tuesday	Sep. 10
Spiritual Emphasis Week	Tuesday-Friday	Sep. 10-13
Day of Prayer—No Day Classes	Wednesday	Sep. 11
All-Calvary Work Day—No Day Classes	Tuesday	Sep. 17
President's Dinner	Thursday	Sep. 26
Fall Study Break	Thursday-Friday	Oct. 17-18
Last Day to Drop a Class with a "W"	Tuesday	Oct. 29
Early Registration for Spring Semester	Tuesday-Tuesday	Nov. 1-15
Scholarship Application Deadline for Spring	Monday	Nov. 14
Thanksgiving Break—No Classes, Offices Closed	Wednesday-Friday	Nov. 27-29
Financial Arrangements Deadline for Spring	Friday	Nov. 29
Semester Exams	Monday-Wednesday	Dec. 16-18
Classes End	Wednesday	Dec. 18

**SPRING SEMESTER 2014** (Jan. 14-May 14)

J-Term	Monday-Friday	Jan. 6-10
Dorms Open for All Students	Sunday	Jan. 12
Orientation for New Students	Sunday-Monday	Jan. 12-13
Faculty Reception for New Students/Registration	Monday	Jan. 13
Classes Begin	Tuesday	Jan. 14
M.L. King Holiday—No Classes, Offices Closed	Monday	Jan. 20
Last Day to Add a Class	Tuesday	Jan. 21
Last Day—100% Ref./App. Spring Grad.	Tuesday	Jan. 28
Missions Emphasis Week	Tuesday-Friday	Jan. 28-31
Missions Seminar Day—No Day Classes	Thursday	Jan. 30
Day of Prayer—No Day Classes	Wednesday	Feb. 5
Scholarship Application Deadline for Fall (early)	Thursday	Mar. 1
Last Day to Drop a Class with a "W"	Tuesday	Mar. 18
Spring Break—No Classes	Friday-Monday	Mar. 21-31
Early Registration for Fall Semester	Monday-Friday	Apr. 1-15
Scholarship Application Deadline for Fall (late)	Monday	Apr. 1
All-Calvary Work Day—No Day Classes	Thursday	Apr. 10
Good Friday—No Classes, Offices Closed	Friday	Apr. 18
Spring Banquet	Friday	Apr. 18
Fall Financial Arrangement Deadline	Wednesday	Apr. 30
Exams for Graduating Students	Monday-Tuesday	May 5-6
Honors Chapel/Alumni Induction & Luncheon	Thursday	May 8
Baccalaureate Chapel/Commencement Concert	Friday	May 9
Commencement	Saturday	May 10
Semester Exams	Monday-Wednesday	May 12-14
Classes End	Wednesday	May 14



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# COLLEGE PROFILE

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## Letter from the President

So, you're considering college. What kind of college? Why consider Calvary? Such questions and many more might be swirling in your mind as you sort through all the issues in choosing a college.



As you thumb through this catalog, you'll notice that no matter what field of study you choose, you will get lots of Bible courses! Notice our school motto, "A biblical foundation for a life of service," or read our statement of faith, convictions, and core values. Notice also our high academic standards that meet accreditation criteria.

Calvary's mission is "to provide undergraduate and graduate education which prepares Christians to live and serve in the church and the world according to a biblical worldview." Is this the kind of college you're looking for?

Here are a few more things to consider. Calvary provides a Christian environment for our students, who are committed to be used by God in service in the local church and in the community. Our students are also actively involved in many extracurricular activities such as music, sports, and drama, to name a few. We're a caring community, where relationships are developed for a lifetime.

Finally, God has provided Calvary with a campus to meet your needs when you become a student. We are committed to growth. The administration and board of trustees have developed a ten-year plan for campus expansion. It's truly exciting to be at Calvary and to see what God is doing on our behalf.

So, is Calvary for you? I think so! But this is now up to you. Pray and ask God for guidance and wisdom in making life decisions. As Proverbs 16:3 states, "Commit to the Lord whatever you do, and your plans will succeed."

Thank you for reading my thoughts. See you at Calvary!

A handwritten signature in black ink that reads "James L. Clark". The signature is written in a cursive, flowing style.

James L. Clark, PhD  
President

## WHY CALVARY IS FOR YOU

### **Bible Education Combined With Christian Service**

At Calvary Bible College you will find "Excellence in Bible Education and Competence in Christian Service." You will learn not only how to minister to others but also how to function effectively in the work place. Practical, hands-on training in your courses will give you confidence in your work and a means of discovering your career interests. Constructive input from your professors will equip you with the skills you need to grow in your abilities.

### **Emphasis on Building Christian Character**

Christ never spoke of what we must do for employment, but of what we should be. Calvary's emphasis on Christian character will help you develop a scripturally healthy lifestyle and give you wisdom in choosing the vocation God desires for you.

### **Doctrinal Soundness**

Our reliable position on the fundamentals of the faith will give you confidence that your education will be based on sound doctrinal tenets of faith taught with conviction and love by a dedicated, qualified faculty.

### **Focus on Ministry**

Our objective is to serve the Lord. Since the Lord leads many of our alumni to missions, pastorates, and other areas of ministry, you will be challenged and motivated by the number of opportunities for service while you study at Calvary.

### **Reasonable Cost**

The cost of tuition, board, and room is competitive with any college of comparable size in the Midwest. Our financial aid director is available to help arrange the best financing obtainable for you.

### **Central 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. You will be close to a large number of job opportunities. In fact, there are many employers who prefer to hire Calvary students because of their known reliability and initiative.

### **Suburban Campus**

God has provided a sprawling campus on a former Air Force base and new facilities in former Marine housing. On the campus you will enjoy dormitory facilities, an outdoor pool and sand volleyball court, a student lounge, and "The KA-Bar Cafe" with large screen television and game room facilities.

### **Qualified Faculty**

Our faculty are not only well trained in their fields of expertise but also experienced in performance and ministry. They live what they teach. You will find them available and concerned for your well-being and development.

### Concern for Students

You are our reason for being here. Our prayer is that God will help us be a blessing to you. We want to work with you to develop your greatest potential, whether that would be in one of our four- or five-year baccalaureate degree programs, associate degree programs, or one-year certificate program. Each program of study helps you discover not only what the Bible has to say but also how to live its truths effectively in your own life.

## THE ADVANTAGES OF CALVARY BIBLE COLLEGE

Whether you know God's direction for your life's work or are still seeking God's leading, Calvary Bible College is an ideal place for you. God has a calling and ministry for every Christian, and He wants us to serve Him in a manner consistent with Scripture.

As a Bible college, Calvary is a professional college specializing in biblical and theological studies as well as training for Christian service and ministry in today's world. Your education is based on a solid core of biblical and theological studies that are integrated into every professional major and the general education requirements. You learn how to be an effective Christian—to determine the priorities of God's plan for your life and how to utilize your education in your career, your personal relationships, and your spiritual life.



You may come to Calvary to be trained for a career in full-time Christian service, or you may come for the Bible education that will benefit you no matter what you choose to do for employment. The many opportunities for Christian ministry will help you explore the various exciting fields available.

If you want to have more than just a job, if you want to discover what God's plan for your life entails, if you want to develop the spiritual gifts He has given you, if you want to make a real contribution to others, if you want to make a difference for yourself and Christ, then Calvary is the college for you! We don't just teach you how to make a living; we help you learn how to live!

## MISSION

### Institutional Mission

Calvary Bible College and Theological Seminary 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**

The College 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.

The mission of the College 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 Bible College 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:

Biblically–Sound  
Culturally–Relevant  
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.
- Recognizing 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 Bible College 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; 2 Cor 2:9-17; 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 (Deut 6:4), Creator of all (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 (Isa 7:14; Matt 1:23); that He is truly God and truly man; that He lived a perfect, sinless life; that all His teachings and utterances are true. 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 1:17); 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 (Rom 12:2; 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; Eph 4:7). 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 4:7-12).

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; 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).

### **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. We believe that man inherited a sinful nature, that he became alienated from God, 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).

### **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 Cor 4:8; 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 Tim 1:12; 1 John 5:13). We also believe that Christian liberty should never serve to give 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 (2 Tim 2:13), the sinner 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). Some day 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 (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; 28:32; 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, pretribulational, and premillennial 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 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 Bible College 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).

1. 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).

2. 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).

3. 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, premillennial, 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 maintains a good relationship with independent and denominational churches and individuals that uncompromisingly hold the historic fundamentals of the faith.

### **Institutional Position on the Tongues Movement**

Calvary Bible College does not foster, teach, or provide a hospitable atmosphere for the “tongues” movement. If one of tongues persuasion desires to enter Calvary as a student and is willing to study with an open mind, he is welcome. However, he is definitely prohibited from practicing or propagating his belief concerning the tongues doctrine and is carefully helped to understand the institution’s position on this important issue. The institution’s position is clear. Tongues is not a part of our ministry, nor is it beneficial or necessary to our Christian life. It is neither sought nor encouraged. We are noncharismatic. Furthermore, each entering student should realize that Calvary Bible College will graduate only those who possess a foundational understanding of the Holy Scripture and Calvary’s Doctrinal Statement.

### **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 (Christlike 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.

## **HISTORY**

The roots of Calvary Bible College go back over 75 years. In 1932 Dr. Walter Wilson, along with Dr. R. Fuller Jaudon and Dr. David B. Bulkley, co-founded the Kansas City Bible Institute in Kansas City, Missouri. Dr. Wilson served as its first president. Six years later, in 1938, Dr. Nye J. Langmade founded the Midwest Bible and Missionary Institute in Salina, Kansas; it later moved to St. Louis, Missouri. In 1947 Rev. A. H. Levin founded the Ozark Bible Institute near Ozark, Arkansas.

All three schools became colleges offering baccalaureate degrees. The Kansas City Bible Institute and the Midwest Bible and Missionary Institute received national and professional accreditation through the Accrediting Association of Bible Colleges. In 1961 these two colleges merged to become Calvary Bible College, located in Kansas City, Missouri.

The Ozark Bible College and Institute changed its name in 1976 to Citadel Bible College to avoid confusion with a nearby college with a similar name. In 1987 Citadel Bible College merged with Calvary Bible College, which has continued its operation in Kansas City.

## ACCREDITATION

Calvary Bible College is regionally accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools (NCA), 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](mailto:info@hlcommission.org). The NCA webpage address is [www.ncahlc.org](http://www.ncahlc.org).

Calvary Bible College 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](mailto:info@abhe.org). The ABHE webpage address is [www.abhe.org](http://www.abhe.org).

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

### Approval for Degrees

The College 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 College is also listed in the Higher Education Directory published by the United States Department of Education.

### Associations

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

The teacher education programs of Calvary Bible College are certified by the Association of Christian Schools International (ACSI) for the preparation of teachers for ministry in Christian school education.

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

## CALVARY THEOLOGICAL SEMINARY

Calvary Theological Seminary began as a graduate division of Calvary Bible College. It was established in 1966 to offer a program of study for graduates of accredited Bible colleges. In 1992 it became a separate school, and the name was changed to Calvary Theological Seminary. Programs of study are offered in biblical and theological studies, biblical counseling, organizational development, education, and pastoral studies leading to the Master of Arts, Master of Science, and Master of Divinity degrees.

Calvary Theological Seminary is regionally accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools (NCA), 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](mailto:info@hlcommission.org). The NCA webpage address is [www.ncahlc.org](http://www.ncahlc.org).

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

## **LIBRARY**

The Hilda Kroeker Library serves both Calvary Bible College and Calvary Theological Seminary. Approximately 50 percent of the 60,000-volume resource center is devoted to Bible and theology. The collection includes not only the works of classical and contemporary Bible scholars but also important primary source materials and technical biblical language tools. The Library has access to periodical databases, both secular and theological. The Library is a member of the Kansas City Public Library-Library Services (KCPL-LS). The membership in this consortium gives students access to over 2.5 million resources. Calvary also has membership in the Mid-America Library Alliance (MALA). These memberships provide access to the resources available in over 22 public and private libraries in the Kansas City area, including the online search services of the KCPL-LS. Online catalog service to consortium members is provided through computers in the Library, and courier service brings the resources to the Calvary campus two days a week.

## **CULTURAL CLIMATE**

### **Population**

Kansas City and its surrounding suburbs have a population of more than 2 million people. Widely known as "The Heart of America," Kansas City offers all the advantages inherent to a metropolitan area.

### **Agriculture**

Kansas City is the natural center of a large agricultural area. The Agricultural Hall of Fame, with its interesting exhibits and machinery, is located nearby.

### **Arts**

The city has many cultural attractions, among them The Nelson-Atkins Museum of Art and the Kansas City Symphony Orchestra.

## **Education**

There are many schools of higher education in the area, including the University of Missouri at Kansas City, Kansas University Medical School, William Jewell College, Rockhurst College, Avila College, Mid-America Nazarene College, Kansas City Conservatory of Music, Metropolitan Community College, and Johnson County Community College. Calvary Bible College has a number of articulation agreements with other colleges which allow students to seek degrees not completely offered at Calvary. Calvary has articulation agreements with:

Children's Ministries Institute; Warrenton, MO

Graduate Institute of Applied Linguistics; Dallas, TX

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

US Army Training & Doctrine Command; Fort Eustis, VA

## **Industry**

Greater Kansas City is a large, diversified industrial area with major industries in food processing, communications, manufacturing of pharmaceuticals, greeting cards, clothing, petroleum products, automobile assembly plants, and conference/convention centers.

## **Sports**

Professional athletic teams represent Kansas City in major sports, including the Royals in the American Baseball League, the Chiefs in the National Football League, and the Sporting Kansas City in Major League Soccer. Kansas City also is the home of the T-Bones, a minor league baseball team, and the Missouri Mavericks, a minor league hockey team. Kansas Speedway in Wyandotte County hosts a number of racing events throughout the year, including NASCAR and Indy Racing League events. The College Basketball Hall of Fame is also located in Kansas City in the Sprint Center.



**President's Cabinet**

**Standing (left to right) Dr. Thomas Baurain, Dr. James Clark**

**Seated (left to right) Dr. Teddy Bitner, Rev. Randy Grimm**

**Not pictured Rev. Michael Piburn**



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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 Bible College 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. Non-Traditional Studies 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 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 from 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 Bible College 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.

The College 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 College 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 Department 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 Bible College is a privilege, not a right. The College may insist on the withdrawal of a student at any time that the student, in the opinion of the College, 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 College housing in the dorm should be directed to the Student Deans Office.

The College 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 College dorm. The only exception is for students living with their families (parents or grandparents) who reside in the Greater Kansas City area. Students who are 23 years of age and older may choose to live in non-dorm housing on campus. 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 Students 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 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**

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

### **GRADUATION RATE**

The current graduation rate, based on the Fall 2005 entering class, is 49%. 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. The College has no statute of limitations regarding completion of associate or baccalaureate degrees. For a more complete analysis by demographic factors, contact the Institutional Research Office.

### **PLACEMENT RATE**

The 2011 undergraduate spring graduating class reported the following career objective and placement expectations during their final semester:

<b>Placement Response Category</b>	<b>Senior Response (listed by percentage)</b>
Pursue Travel	8.5%
Pursue Additional Education	36.1%
Pursue non-employment activities (i.e., marriage, volunteer opportunities, etc.)	17.0%
Pursue employment in my vocational or professional field	6.4%
Pursue employment based on location, compensation, or other reason than by vocational or professional field	25.5%
Already employed in my vocational or professional field	6.4%

# ADMISSIONS

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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 College is therefore asked to confirm by personal action and written testimony: trust in the Lord Jesus Christ as personal Savior, a life of commendable Christian character, and a desire to serve God.

Those who have been recently saved or rededicated are strongly encouraged to be mentored by a godly pastor for one year before they make application. Additionally, regular attendance and involvement in a local church is expected.

Calvary Bible College 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 home schooling at the secondary level
- Passed an "ability-to-benefit" test (Department of Education approved)

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:

<b>ACT:</b> <a href="http://www.act.org">www.act.org</a> 319-337-1270 ACT code for Calvary Bible College: <b>2312</b>	<b>SAT:</b> <a href="http://www.collegeboard.com">www.collegeboard.com</a> 866-756-7346 SAT code for Calvary Bible College: <b>6331</b>
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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.

**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** either have 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 as a degree or certificate student. "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 do not qualify to receive financial aid.**

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.

**Dual Enrollment** allows home school students, Christian school students, and others 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.

**International Applicants** can be new or re-enrolling. Calvary Bible College 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](http://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](http://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 wrong application or making errors and omissions delay 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, application fee, 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](http://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 College. 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 Bible College 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 College. 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, the College reserves the right to exercise preference on the basis of religion in all of its student admissions.

### **Disabilities**

Calvary promotes inclusion of individuals with disabilities. It is our policy to comply with the Americans with Disabilities Act and other applicable laws that prohibit disability discrimination. Calvary provides reasonable academic and physical access accommodation (call 816-322-0110 and ask for the Academic Accommodations Coordinator).

## **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 and October. 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.

## **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 Bible College and Theological Seminary 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)**

FERPA affords students certain rights with respect to their education records:

### **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, Academic Dean, 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*

*Class schedule/roster*

*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.)

**Zero Tolerance Policy****Alcohol Policy**

Calvary Bible College (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 Bible College, 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	<b>First Offense:</b> 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. <b>Second Offense:</b> 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.	5 kgs or more mixture	<b>First Offense:</b> 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 <b>Second Offense:</b> 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.
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 or 1 kg or more mixture		
				<b>2 or More Prior Offenses:</b> Life Imprisonment

## Federal Trafficking Penalties

DRUG/SCHEDULE	QUANTITY	PENALTIES
Other Schedule I & II drugs (and any drug product containing Gamma Hydroxybutyric Acid)	Any amount	<p><b>First Offense:</b> 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><b>Second Offense:</b> 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><b>First Offense:</b> 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><b>Second Offense:</b> 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><b>First Offense:</b> 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><b>Second Offense:</b> 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><b>First Offense:</b> Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.</p> <p><b>Second Offense:</b> 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	<ul style="list-style-type: none"> <li>&gt; Not less than 10 years, not more than life</li> <li>&gt; If death or serious injury, not less than 20 years, not more than life</li> <li>&gt; Fine not more than \$4 million if an individual, \$10 million if other than an individual</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Not less than 20 years, not more than life</li> <li>&gt; If death or serious injury, mandatory life</li> <li>&gt; Fine not more than \$8 million if an individual, \$20 million if other than an individual</li> </ul>
Marijuana (Schedule I)	100 kg to 999 kg mixture or 100 to 999 plants	<ul style="list-style-type: none"> <li>&gt; Not less than 5 years, not more than 40 years</li> <li>&gt; If death or serious injury, not less than 20 years, not more than life</li> <li>&gt; Fine not more than \$2 million if an individual, \$5 million if other than an individual</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Not less than 10 years, not more than life</li> <li>&gt; If death or serious injury, mandatory life</li> <li>&gt; Fine not more than \$4 million if an individual, \$20 million if other than an individual</li> </ul>
Marijuana (Schedule I)	More than 10 kgs Hashish; 50 to 99 kg mixture More an 1 kg of hashish oil; 50 to 99 plants	<ul style="list-style-type: none"> <li>&gt; Not more than 20 years</li> <li>&gt; If death or serious injury, not less than 20 years, not more than life</li> <li>&gt; Fine \$1 million if an individual, \$5 million if other than an individual</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Not more than 30 years</li> <li>&gt; If death or serious injury, mandatory life</li> <li>&gt; Fine \$2 million if an individual, \$10 million if other than an individual</li> </ul>

## 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 Department.

**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. There is also a pool on campus that’s open as weather permits. 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 Dean's Department.
- Have regular meetings with the Student Deans Department.

The Deans Department 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 Bible College to promote a learning, living, and work environment that is free of all forms of harassment. Harassment on the basis on race, color, sex, sexual orientation, gender identity or expression, 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 Bible College and will not be tolerated.

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, 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 Bible College policy as well as federal and state statutes. Calvary Bible College 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 Bible College 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 dismissal from Calvary Bible College 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 Bible College. 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<sup>1</sup>

Calvary Bible College 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 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

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<sup>1</sup> Revised from Missouri Revised Statutes Chapter 566.

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 Bible College'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 Bible College'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), Dean of Students, or 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 Bible College are available regardless of where or when the assault may have occurred.
5. File a complaint with the appropriate Calvary Bible College 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 CBC's investigation, or pursuing both options at the same time.

### **Reporting Gender-Based Misconduct**

Calvary Bible College 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 Bible College encourages individuals to report incidents of misconduct regardless of who the alleged offender may be. CBC 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 CBC student, faculty, or staff member can be made to:

**Jolayne Rogers, Human Resources/Title IX Coordinator**

E-mail: [jolayne.rogers@calvary.edu](mailto:jolayne.rogers@calvary.edu)

Phone: 816-322-0110, ext. 1311

**Cory Trowbridge, Dean of Students, Title IX Investigator**

E-mail: [cory.trowbridge@calvary.edu](mailto:cory.trowbridge@calvary.edu)

Phone: 816-322-0110, ext. 1309

**Kim Bailey, Dean of Women, Title IX Training Coordinator**

E-mail: [kim.bailey@calvary.edu](mailto:kim.bailey@calvary.edu)

Phone: 816-322-0110, ext. 1329

Each of the above CBC officials are available to discuss any concerns you may have and to provide information to you about Calvary Bible College'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 CBC official after consultation with appropriate Calvary Bible College 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 Bible College 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 Bible College's obligation to investigate and respond appropriately to any and all allegations of misconduct.

Complainants are also advised that CBC 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 CBC may be hindered by the complainant's wishes for anonymity and/or inaction.

Calvary Bible College has adopted both informal and formal resolution procedures to deal with misconduct complaints. CBC 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 CBC 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 Bible College 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 CBC official and another senior level CBC 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 Bible College also considers filing an intentionally false report of misconduct a violation of this policy.

## Prevention and Education

Calvary Bible College 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 (RA's and Orientation Leaders).
- Training on misconduct and conducting misconduct investigations is held for designated Calvary officials.
- The Dean's Department and Calvary Security provide on-campus programming relating to sexual harassment (including sexual assault).
- Calvary Bible College'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 Bible College 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 Students, 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:** 1-800-656-HOPE (4673)  
[www.rainn.org/get-help/national-sexual-assault-hotline](http://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](http://www.mocsa.org/ndhlp_sxa.php)
- **SAFEHOME Shelter** 24-Hour Crisis Hotlines  
913-262-2868 or Toll Free 1-888-432-4300

## 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](http://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. CBC 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 Academic Dean's office.

1. Any student who would like to file a formal grievance must submit a written report to the Dean's Department 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; and
  - E. The name and signature of the grievant.
2. A thorough investigation of the grievance will be conducted, and CBC 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 Academic Dean and eventually the President of the College.
4. If the complaint is with or against the Dean of Students or the Dean of Women, then the complaint should be reported to the Academic Dean.

Students filing a written grievance with the Dean's Department 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 Dean's Department.

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 Dean's Department. The Dean's Department is always available to provide advice and support for students who are uncertain as to how they should proceed in confronting someone.

At CBC 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.

### **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 Dean of Students with explanation deemed necessary. The Dean of Students will then submit the grievance to the appropriate Vice President. Grievances will be submitted as follows: concerning staff to the Vice President of Operations; concerning faculty to the appropriate Academic Dean; concerning the President to the first Vice President; 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, Non-Traditional Studies, Business, and Security. The report is also available in the Library. A copy should be on reserve—if not, ask any Library staff member. Any further questions should be directed to the Chief of Security.

### Sexual Offender Information

The "Campus Sex Crimes Prevention Act" is a federal law enacted on October 28, 2000, that 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 Bible College 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 Bible College and Theological Seminary. 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 Bible College and Theological Seminary, 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 Academic Dean will serve as the convener of the panel.
- D. The Academic Dean will inform the applicant/withdrawn student by letter of the decision of the appeals panel. The decision of the appeals panel shall be final.

# FINANCES

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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 Non-Traditional Courses

#### Tuition:

Credit: (per hour Traditional, Non-Traditional, and Online)	
1-15 hours .....	310.00
Credit: (per hour Traditional, Non-Traditional, and Online)	
16 hours and above .....	232.50
Audit: (per hour) .....	50.00
Personal Enrichment:	
Non-Student or Non-degree Student (per course) .....	150.00
Degree Student (per course) .....	50.00
Dual Enrollment (per hour).....	119.00
Dual Enrollment Online (per hour).....	129.00

#### Student Services Fee:

1-12 hours (per hour, \$288.00 maximum).....	24.00
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#### Student Accident Fee:

1+ hours (per semester) .....	60.00
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#### Student Social Activity/Project Fee:

1-12 hours (per hour, \$60.00 maximum) * .....	5.00
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Technology Fee (per online course).....	125.00
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*\*The Social Activity Fee does not apply to NTS or Seminary Students.*

### Additional Charges, as Applicable

Application Fee .....	25.00
Athletic Participation Fee (per varsity sport) .....	100.00
Books and Supplies (average estimated cost per course).....	50.00
Change of Final Exam Period Fee (per course, \$45.00 maximum) .....	15.00
Course Fees .....	See course descriptions
Enrollment Fee .....	75.00
Graduation Fees:	
Associate & Baccalaureate Degrees .....	85.00
Certificate .....	65.00
ACSI Teaching Certificate.....	25.00

#### Housing:

Dorm Room and Board (per semester; with 20 meals/wk):

Double room .....	2,400.00
Single room .....	2,600.00

Philadelphia Hall Apartment (per month):	One bedroom.....	440.00
	Two bedrooms .....	495.00
Duplex House (per month):	Two bedrooms .....	515.00
	Three bedrooms.....	540.00
<b>Housing Deposits:</b>		
Key Deposit for dorm room .....		10.00
Dorm Room.....		125.00
Philadelphia Hall Apartment .....		250.00
Duplex House.....		250.00
Pet Deposit (Duplex only).....		250.00
Late Registration Fee (per semester, if applicable) .....		100.00
Laundry and Technology Fee (per semester, dorm students).....		100.00
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
Portfolio Evaluation (per credit hour assessed) .....		25.00
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 .....	\$3720.00.....	\$3720.00
Student Services Fee.....	288.00.....	288.00
Social Activity and Project Fee: .....	60.00.....	60.00
Student Accident Fee: .....	60.00.....	60.00
Dorm (dbl) Room and Board (dining hall).....	2,400.00	
Laundry and Technology Fee: .....	100.00	
Total Per Semester .....	\$6,628.00.....	\$4,228.00
Total Per Year .....	\$13,256.00.....	\$8,456.00

Transportation costs for commuting students are estimated to be \$500 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**

**Application Fee** (non-refundable, even before classes begin)—Required of all certificate or degree-seeking students applying to Calvary. It is due when the application is submitted.

**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.

**Board** (prorated refund through the end of the sixth week of classes, after which 0% is refunded)–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.

**Books and Supplies** (non-refundable)–The cost for books and/or supplies required for class assignments. The average estimated cost is \$270 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 Dual Enrollment 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.

### **Graduation Fees:**

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

ACSI (non-refundable)–The Association of Christian Schools International teacher certification fee; it pays for fees associated with being certified.

### **Housing:**

Dorm Room and Board (the dorm room is prorated; see above for 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 pick up; primarily for married students.

**Housing Deposits:**

Key Deposit (refundable)—Due upon receipt of key(s) for those living in the dorm. It is retained until the student checks out and returns the key(s).

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 Dean of Students 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 Vice President of Operations 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 Vice President of Operations Office 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.

**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 fee is to cover the rental of the washers and dryers in the dorm and cover 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.

**Portfolio Evaluation Fee** (non-refundable)—The cost of having portfolio work assessed. This fee is charged even if no credit is granted.

**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)—A semester fee 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)—A semester fee assessed to all students taking one or more credit hours. This accident coverage does not cover illness or any event unrelated to Calvary Bible College or Calvary Theological Seminary. The student's personal

accident/sickness insurance coverage will be primary. When an accident occurs, report it to the Human Resources Office within three business days. This coverage will provide up to but not exceeding \$1000 per occurrence. This fee is also used to help offset the deductibles of personal insurance plans.

**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 13 hours or who drops below 13 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 Bible College 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.

### **Withdrawal from College**

Withdrawal during the semester is generally inadvisable. However, unavoidable circumstances occasionally make it necessary. Students who withdraw from the College during the semester are required to obtain, complete, and return an official withdrawal form to the Registrar’s Office. The date of withdrawal is determined by the date the completed withdrawal form is received in the Registrar’s Office. A financial refund and/or repayment may result when a student officially withdraws from all classes, drops out, is expelled, or otherwise fails to complete the period of enrollment.

### **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**

The Student Service Fee is not refunded for courses dropped after the semester begins. Tuition refunds are based on the following percentages:

##### Traditional/Dual Enrollment/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% prior to the first class session
- 40% prior to the second class session
- 0% after the start of the second class session

##### External Study Course Tuition Refunds

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

##### Online Study Course Tuition Refunds

- 100% of tuition and the technology fee will be refunded for the course if the NTS office is notified before 4:30 p.m. the business day before the course logon 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 logon date counting as day one. The technology fee will not be refunded.
- 60% of tuition is refunded starting with the eighth day through the fourteenth day, with the logon date counting as day one. The technology fee will not be refunded.
- 0% will be refunded beginning the fifteenth day, again counting the logon date as day one.

## **FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS**

To be eligible for financial aid, students must meet Satisfactory Academic Progress standards. The Financial Aid Office has established guidelines (based on federal regulations) for evaluating student progress, taking into consideration both their cumulative GPA and the number of hours they have attempted since being enrolled at Calvary. The Financial Aid Office's standards of Satisfactory Academic Progress are not the same as the academic standards of CBC. Permission to register for courses does not guarantee the student is maintaining Financial Aid Satisfactory Academic Progress. Some policies set concerning financial aid eligibility can be affected by other institutional academic standards policies.

Freshmen are considered to be making Satisfactory Academic Progress when they have been admitted into a degree program, unless notified otherwise. Students may remain eligible to receive financial aid for subsequent semesters so long as they continue to meet the minimum standards for Satisfactory Academic Progress.

### **Minimum Satisfactory Academic Progress Standards**

Students must successfully complete 75% of their attempted hours and maintain a cumulative 2.0 GPA. Academic progress is reviewed each term. Courses graded "F," "drop," or "withdraw" will be evaluated as courses attempted, although not successfully completed. Repeated courses will count toward academic progress. Transfer credits that count toward a degree are counted as both attempted and completed hours. For a student who changes majors, credits and grades that do not count toward the new major will not be included in the satisfactory progress determination. See example scenarios below:

1. A student attempted 115 hours during his college career at Calvary. Out of the 115 hours attempted, he successfully completed a total of 87 hours (76% of the coursework attempted). The student also has a 2.5 CGPA. This student is meeting minimum Satisfactory Academic Progress standards.
2. A student attempted 65 hours during her college career at Calvary. Out of the 65 hours attempted, she successfully completed a total of 32 hours (49% of the coursework attempted) and has a 2.5 CGPA. This student is NOT meeting minimum Satisfactory Academic Progress standards because she has not successfully completed 75% of her attempted hours.
3. A student attempted 84 hours during his college career at Calvary. Out of the 84 hours attempted, he successfully completed a total of 75 hours (89% of the

coursework attempted) and has a 1.8 CGPA. This student is NOT meeting minimum Satisfactory Academic Progress standards because he has not maintained a 2.0 CGPA.

As part of the quantitative requirements, students must complete their program of study within an established time frame. Financial aid will be awarded according to the number of the program's credit hours multiplied by 150%. For example, the Biblical Counseling degree requires 126 credit hours; therefore, the student could receive federal aid for up to 189 hours.

### **Financial Aid Warning**

Satisfactory Academic Progress is measured after each payment period or academic term. An aid recipient who fails to complete the required number of credit hours listed above and/or does not meet the minimum CGPA during the term will be considered as not making Satisfactory Academic Progress and will be given a Financial Aid Warning.

Receiving a Financial Aid Warning means the student will be eligible to receive financial aid, but he must complete the required percentage of hours with the required CGPA by the end of following payment period or term. A Financial Aid Warning may not be appealed. If a student fails to make satisfactory progress after the warning period, he will lose his aid eligibility unless he successfully appeals and is placed on Financial Aid Probation.

### **Appeals, Financial Aid Probation, and Academic Plans**

If a student loses eligibility to receive financial aid because of failure to make satisfactory progress, he may appeal that result on the basis of injury or illness, the death of a relative, or other special circumstances. His appeal must explain why he failed to make satisfactory progress and what has changed in his situation that will allow him to make satisfactory progress at the next evaluation. The Student Aid Committee may decide to require more extensive information on an initial appeal and some type of an update statement on a subsequent appeal. Appeals must be submitted in writing or by e-mail to the Financial Aid Office for review by the Student Aid Committee.

If an appeal is approved by the Student Aid Committee, the student will be required to develop and establish an academic plan with the assistance of his academic advisor and consistently meet its requirements. This academic plan is to be approved by the Academic Curriculum Committee (ACC), at which point the student will be officially placed on Financial Aid Probation.

If a student fails the satisfactory progress check after the end of the probationary payment period or term, he may only continue to receive aid if he successfully appeals again, reestablishes an acceptable academic plan with the assistance of his academic advisor, and consistently meets its requirements. The plan must ensure that the student is able to meet the school's satisfactory progress standards by a specific time or guide the student to successful program completion.

If a student wishes to change his academic plan, he must appeal to the ACC. He must explain what has happened to make the change necessary and how he will be able to make academic progress.

### **Reestablishing Aid Eligibility**

Students may regain financial aid eligibility by taking action that brings them into compliance with Calvary's Financial Aid Satisfactory Academic Progress standards. This can be done through additional completed credit hours which positively impact the student's CGPA and/or course completion rate. The costs for additional coursework must be funded by means other than federal or institutional aid. The ability to reestablish financial aid eligibility could potentially be affected by additional policies associated with other academic standard policies set by the institution.

### **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.

### **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, including 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](http://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 credited directly to the student's account each semester in compliance with the Department of Education regulations.

### **Grants**

Calvary Bible College 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 2011 is \$5550 (\$2725 in fall semester, \$2725 in 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 Bible College 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. Once the results are known (student receives the SAR; the college receives a similar form—an ISIR), consult the Financial Aid Office, as additional paperwork is required in order to apply for a loan.

Another federal loan program, the PLUS loan, is available at Calvary Bible College. It is for parents of dependent students. Repayment on the loans begins immediately. The parent is responsible for repayment. The Financial Aid Office has the forms and details.

**Virtual Financial Aid Office (VFAO)**

All federal financial aid for CBC is processed through the Virtual Financial Aid Office (VFAO). The VFAO is a step-by-step guided system in applying for federal aid. If you want to receive any type of federal aid, you must complete this online process. Visit the Calvary website at [www.calvary.edu](http://www.calvary.edu) for more information or contact the CBC 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 outcome number from FAFSA) who are also receiving Pell. Limited funds are available for this grant. Therefore, not all who qualify will receive an award.

**Veteran’s 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](http://www.gibill.va.gov).

**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.

Separate application forms are required for each scholarship. Application forms may be obtained from the Financial Aid Office.

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.

### **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 November 15 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 November). Applications must be renewed each year for returning students by the April 1 deadline. Scholarship recipients will be required to give 5 hours of service at Calvary Bible College for the spring Alumni Phone-a-thon.

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.

### **Scholarships for Students Attending Calvary for the First Time**

Academic Scholarship (for freshmen, up to the value of three credit hours 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 27 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 Calvary GPA of 3.50 or higher the preceding semester.

Bible Impact Ministries Scholarship (for first- or second-year students, \$350 per semester):

Applicants are required to have five years of participation in the Bible Impact Ministries national program, including memorization of 200 Bible verses and four years completed work in the BIM National Correspondence Courses, and to have attended BIM National Camps. Good for two semesters.

IFCA Scholarship (for new, first-year students, \$500 per semester): Applicants are required to have received a superior rating in the quizzing, music, or preaching categories in IFCA competition and maintain the social and academic standards of the College. The scholarship is good for two semesters and renewable for two additional semesters for students with a 3.00 GPA.

### **Scholarships for Returning Students**

Departmental Scholarship (for returning students, up to the value of three credit hours per semester): Applicants are required to submit an explanation of their purpose for having selected their academic major and be recommended by a leader in a Christian ministry.

Pastoral Scholarship (for returning students 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 Head. The student must maintain at least a 3.0 CGPA and have nothing officially noted that negatively impacts his Christian character. The student must renew annually.

Student Recruitment Scholarship (for full-time returning students who are not receiving student dependent tuition benefit, up to the value of \$500 per semester): A student

must give the Admissions Department a contact for a prospective student (who is not a sibling of the recruiting student). If that prospect comes to Calvary, the recruiting student will receive a \$500 discount on their school bill per semester, up to two semesters, if the recruited student (prospect) stays in school each semester.

### **Scholarships for All Qualified Students**

Alumni Scholarship (for all students, up to the value of one credit hour per semester):

Applicants are required to be a dependent child of a Calvary alumnus. "Alumnus" does not necessarily mean "graduate" of CBC.

Christian Ministry Scholarship (for all students, up to the value of \$400 per semester):

Applicants are required to have been engaged in full-time Christian ministry for at least eight weeks immediately before attending Calvary and be recommended by their Christian ministry leader.

Christian Workers Scholarship (for all students, up to the value of three credit hours per semester): Applicants are required to be dependent children of Christian workers. The Christian worker is to be the primary wage earner of the family.

Christian Workers Scholarship for Independent Students (for all independent students, up to the value of three credit hours per semester): Applicants are required to be full-time Christian workers.

Family Scholarship (for all students, up to the value of one credit hour per semester per student): Two or more immediate family members also enrolled as full-time students. Each family member must apply.

### **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 pursuing a major in intercultural studies. Students must have a call to serve in an intercultural ministry.

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.

Saiday Abraham Mulbah Scholarship: Applicants are to be going to Liberia as a missionary, desiring to reach the nationals with the intent of discipling and training them to become church leaders. Recipients are to have a servant's heart and a burden to witness to the lost with the gospel of Jesus Christ.

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.

### **Prepayment Discount**

Full-time students who pay for the entire semester at the beginning of the semester, before classes start and not using student loans or Pell grant money, will receive a five percent discount off their bill.

### **Monthly ACH Payment Plan**

Calvary offers MAPP (Monthly ACH Payment Plan), an in-house monthly payment program that arranges payments for students and/or their parents via automatic payment withdrawals from a savings or checking account. A \$15 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 the 20<sup>th</sup> of the month, and all payments are applied 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 in the bank account. MAPP payments can be set up in advance of a semester, if desired, to minimize the impact at registration time.

### **Employment**

A limited number of on-campus jobs are available for students. Areas of employment include foodservice, 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. Calvary does not provide Career Placement Services, but a limited number of job openings in locations outside the Kansas City area can be found in the Human Resources office.

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.

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## ACADEMIC POLICIES

### Student Responsibility

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

### 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 opportunity to socialize with fellow students. The Orientation Fee charged for this at registration covers the cost of the sessions and social activities.

### 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.

### 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 written approval from the Registrar and should have a cumulative grade point average of 3.0 or above.

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

## 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.

## 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.

## Class Attendance

All students, regardless of classification, are expected to attend all scheduled meetings of classes for which they are registered. For traditional college classes, a student missing more than the equivalent of two weeks of a scheduled course may be penalized up to one full letter grade; a student missing more than the equivalent of three weeks of a course automatically receives an EA (excessive absences) or failing grade for the course. One absence will be assessed for every three times the student is absent from a class for a total of 10 minutes or less (i.e., for being tardy, for leaving early, or for leaving for a time in the middle of a class). Students who are absent from a class for more than 10 minutes will be assessed an absence for that class. Classes missed the day before and/or after vacations and holidays are counted as double absences. Official participants in school sponsored events or functions are exempt from the double cut policy.

Some classes meet for less than 16 weeks. The above policy will be prorated based upon the actual meeting schedule of the class. For example: If a one-hour class was scheduled to meet for 2 class hours each week, it would end in 8 weeks. A student would be able to miss only one week of class or two class hours without being penalized for excessive absences. Three absences (one-and-a-half weeks) would be all that is necessary to receive an EA or failing grade for the class.

One week of compassionate absence will be granted for the death of an immediate family member (spouse, child, parent, sister, brother, or grandparent). The completing of missed assignments is left to the discretion of each professor in each class. Classes missed as part of the compassionate absence are not considered part of the general absence policy of the College. The student will need to fill out the compassionate absence form and return it to the Student Deans' Office.

In no case is the cessation of class attendance taken as intent to withdraw from a course. However, students who have missed or been absent for more than three weeks of a course may be administratively withdrawn from that course by the professor. If the date of the administrative withdrawal is prior to the last day to drop a class, the student will receive a W (withdrawal) grade. After that date, the student will receive a WF (withdraw failing) or failing grade. If allowed to stay on record until the end of the semester, the student missing more than three weeks of a course will receive an EA (excessive absences) or failing grade.

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

### **Auditing a Class**

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**

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.

### **First Semester Course Work**

To ensure traditional students attending Calvary Bible College 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 (see paragraph below), BI111 Survey of Old Testament Literature or BI112 Survey of New Testament Literature, and EN111 Grammatical Analysis. 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 BI111 or BI112 and any English course that hasn't been transferred in from another institution. Students exempt from this requirement are those who have already passed the equivalent CLEP or AP exams or have equivalent transfer credits from college work taken through accredited colleges (applies to all degree seeking students taking more than 7 credit hours in the traditional format).

### **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 (TH100), 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 College Life Seminar. 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 Dean of Students' 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 in the next higher level while completing course requirements in 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 Academic Dean.

### 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 Hour and Academic Year for Traditional Students

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 equals an 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 beginning and end dates of the traditional courses are as follows for the duration of this catalog:

Fall 2012—Begins on August 28 and ends on December 19.

Spring 2013—Begins on January 15 and ends on May 15.

Fall 2013—Begins on August 27 and ends on December 18.

Spring 2014—Begins on January 14 and ends on May 14.

**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.

### Declaring a Major

All degree students are required to declare a professional major by the end of the second semester of their sophomore year (or upon entrance for junior and senior transfer students). A student is required to be accepted into a major in order to graduate.

Students who have not declared a professional major do not qualify for and will not be able to receive federally funded financial aid.

## Final Examinations

Faculty give 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 Academic Dean 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 Academic Dean or Registrar **at least** one week prior to the final exam(s) for consideration by the Academic Curriculum Committee. 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.

## Grading System

Grade	Value	Grade Point Value Per Semester hour
A	100 - 96	4.0
A-	95 - 94	3.7
B+	93 - 92	3.3
B	91 - 88	3.0
B-	87 - 86	2.7
C+	85 - 84	2.3
C	83 - 80	2.0
C-	79 - 78	1.7
D+	77 - 76	1.3
D	75 - 72	1.0
D-	71 - 70	0.7
F	69 - 0	0.0
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	Withdrawal from a class during the third and through the ninth weeks; not figured in the grade point average. Also assigned to all classes dropped during the first two weeks of class because the student withdraws from school.	
EA	Failure because of Excessive Absences; figured as an "F" in the grade point average.	
LA	Leave of Absence: issued only upon approval and for extenuating circumstances which 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 or unsuccessful audit.
WF	Withdrawn Failing; assigned upon withdrawal or dismissal from a class or school after the last day to drop a class when the course-work-to-date is failing; figured as an “F” in the grade point average.
WP	Withdrawn Passing; assigned upon withdrawal or dismissal from a class or school after the last day to drop a class when the course-work-to-date is passing or better; not figured in the grade point average.

### Course Grades

Grades shall become final six weeks after they are posted at end of the semester 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 Academic Dean (within the six weeks following the posting of the grades at the end of the semester). Appeals to the Academic Dean must be in writing.

### Extension 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 for an Extension 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 in a section for repeated courses, and will not affect the section used to record the

degree/certificate program. The student may repeat up to a maximum of 24 credit hours. Only “D” and “F” grades may be repeated under this option. In no case 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 semester 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 Academic Dean. Independent Study forms are available in the Registrar’s Office.

### **Proficiency Examination**

A proficiency examination is a course examination covering the content of a subject or course in which the student is knowledgeable. Approval from the Registrar is required in order to take the exam. Upon successfully passing the exam and upon the recommendation of the professor administering the exam, the requirement for that course is waived. No credit is granted for the waived course, but an elective course may be taken to make up the required credit hours.

### **English Proficiency**

During the first days of EN111 Grammatical Analysis, students are given a proficiency examination. Approval from the Registrar is not required to take this exam. If the exam is passed with a high enough score, the course is waived for that student. The three hours that are waived will be added to the elective requirements in the general education area.

Students who have very low scores on the proficiency exam will be required to take EN090 Grammatical Analysis Lab in addition to EN111. EN090 is designed to help students bring their grammar skills up to acceptable levels.

### **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. After the first two weeks of the semester, if the student is still not officially registered, the student will be administratively withdrawn from school and asked to leave.

## 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 dismissed from a class or school after the ninth week of classes are assigned “WP” (withdrawn passing) or “WF” (withdrawn failing) grades.

## Satisfactory 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.

## 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 are not 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 the course GE100 College Life Seminar. They may have to enroll in this course each semester until their cumulative GPA rises above 2.000.

## Academic Suspension

Students who earn academic probation for two consecutive semesters at Calvary will have earned the academic status of “Suspension.” Also, 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.

### **Student Responsibility and 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.

### **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 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 to make financial arrangements by the end of the early registration month. Spring arrangements must to be made by November 30. Fall arrangements must be made by April 30. Students not making arrangement by those dates will be assessed a fee and may be dropped from registered courses.

### **Transfer Credit**

#### **Course Work from Other Colleges**

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 of the North Central Association of Colleges and Schools, 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 course work taken for credit at Calvary.

The transfer of course work from a college that is not accredited by an institutional accrediting agency recognized by CHEA is subject to: (1) the academic calendar, grading

system, and the credentials of its faculty being evaluated and approved by Calvary's Registrar and/or the Academic Curriculum Committee; (2) the courses being transferred meeting all other Transfer of Credit Policy requirements; and (3) the credits not being immediately transferred upon the student's entrance to Calvary but held in "escrow" until the student: (a) successfully completes 24 credit hours at Calvary; (b) has a minimum cumulative Calvary GPA of 2.500; (c) passes a minimum of three upper-level courses (courses numbered in the three- and four-hundreds); and, if applicable, (d) passes at least one course from the Biblical Education, General Education, and Professional Education Academic Disciplines.

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. A maximum of thirty-nine (39) hours of distance education courses may be used to complete a bachelor's degree, eighteen (18) hours to complete an associate's degree, and nine (9) hours to complete a certificate. Certificate students may only take distance education courses from Calvary Bible College. 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.

### **Advanced Placement Program**

Calvary awards credit for satisfactory scores on Advanced Placement (AP) program examinations. A maximum of 12 credit hours to meet degree requirements will be given for AP exams. The student's account will be charged \$50 per credit hour (the same as for auditing a course) for hours earned by AP exams. 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.

### **College-Level Examination Program**

Full college credit may be earned through the College-Level Examination Program (CLEP). A maximum of 12 credit hours to meet degree requirements will be given for CLEP exams. The student's account will be charged \$50 per credit hour (the same as for auditing a course) for hours earned by CLEP exams. The minimum scores (or higher) as established by the American Council on Education (ACE) are required to earn credit. An official transcript from the CLEP program is required in order to be granted credit. For further information regarding these exams, contact the Registrar's Office at Calvary or write CLEP. The Calvary Bible College CLEP school identification code is 6331.

Information:	Transcripts:
The College-Level Examination Program P.O. Box 6601 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 for credit recommended hours assessed for military training as the hours fit with 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.

### **While Enrolled at Calvary Bible College**

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 Withdrawal**

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

- The matter should be discussed with the student's Academic Advisor and the Dean of Students.
- A withdrawal form should be picked up in the Registrar's Office.
- Clearance from the Dean of Students, 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 or are notified that by default they have withdrawn themselves. All pertinent school regulations are binding until withdrawal procedures have been completed or notification of withdrawal by default has been received from the College. In no case is the cessation of class attendance taken as intent to withdraw from school.

### **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. 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.

**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.”

**Procedure for Re-admission**

Students who do not maintain continuous enrollment in the College are required to apply for re-admission 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.

**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.

**Appeal Process**

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

**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 two weeks after the beginning of the last semester the student will be taking course work at Calvary.

**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 Bible College 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 Bible College 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 required of all graduating students.

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. In cases of extreme hardship in returning for Commencement, candidates who have completed all academic requirements may present a written request to the Academic Dean to be graduated in absentia.

### **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
- Christian Character Awards
- Christian Ministries Awards
- Delta Epsilon Chi Honor Society Awards
- Who's Who Among College Students
- Zondervan Award

### Honors

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

- 3.500–3.649 cumulative grade point average, graduation with honors
- 3.650–3.799 cumulative grade point average, graduation with high honors
- 3.800–4.000 cumulative grade point average, graduation with highest honors

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 Bible College 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 Bible College (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 than 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 EXCEL 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 (unless the student withdrew from school during the first two weeks, in which case the courses are assigned a grade of "W"). 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](http://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 Bible College 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 program is made up, for the most part, of courses similar or equivalent to the courses offered in the traditional program. There are many additional courses available in the non-traditional format.

The difference between the non-traditional and the traditional courses is the method of delivery of the courses. Four delivery systems are available: intensive courses, online courses, external studies courses, and independent study courses.

### Intensive Courses

A student must be at least 21 years of age to enroll in an intensive. 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 is offered in the intensive format and may be used to complete traditional and non-traditional degree programs. The deadline for enrollment in intensive courses is **two weeks 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 classes, students must first take the Ability Assessment. The Ability Assessment confirmation must be taken to the Non-Traditional Studies Office along with the classes students would like to take so that they can be registered. Online courses may be taken to meet some program requirements. These courses are offered in 8 week format and are offered 6 times a year.

### External Studies Courses

The student may fulfill program requirements by taking one of Calvary's external study courses, if it is equivalent to the required course. These courses may be used to complete requirements for all traditional and non-traditional programs.

External study courses are available only to students who are degree-seeking Calvary Bible College students. The student must have a Calvary CGPA of 2.500 or above to enroll in an external study course.

Each external study course is 16 weeks in length. Start dates and due dates are set by the Non-Traditional Studies Office and the student. No extensions are allowed for External Studies courses without approval from the course instructor and the NTS office. If a student receives a failing grade for an external study course, he/she will not be allowed to enroll in another external course without first repeating the failed course. The student must pay tuition and fees for the repeated course.

Grades will be figured and posted on the due date for all courses. Each month students will receive an update from the Non-Traditional Studies Office as to their progress on the course and work that is outstanding.

Students withdrawing after week three will receive either a “WP” or “WF” according to work submitted at the time of withdrawal.

### **Independent Study**

Independent study 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 minimum Calvary cumulative GPA of 3.000 or, if a new transfer student, have a minimum GPA of 3.000 on all accepted transfer credits. Special consideration may be given to students in their final year of study who do not meet the GPA requirement.

## **Policies**

### **Academic Year for Non-Traditional Studies**

The Non-Traditional academic year consists of three terms of 12 weeks in each term. Each term consists of two cycles of six weeks for a total of 36 weeks of classroom contact time per year. The summer term is the first term of the academic year, followed by the fall term and the spring term. **Note:** Students should complete 30 hours during this period of time to be considered full-time.

#### **Summer 2012**

Cycle One:

Monday, May 14-June 25

Tuesday, May 15-June 19

Thursday, May 17-June 21

Cycle Two:

Monday, July 9-August 13

Tuesday, July 10-August 14

Thursday, July 12-August 16

#### **Fall 2012**

Cycle One:

Monday, September 10-October 15

Tuesday, September 11-October 16

Thursday, August 30-October 11

Cycle Two:

Monday, October 29-December 3

Tuesday, October 30-December 4

Thursday, October 25-December 6

**Spring 2013**

Cycle One:

Monday, January 21-February 25  
Tuesday, January 15-February 19  
Thursday, January 17-February 21

Cycle Two:

Monday, March 11-April 22  
Tuesday, March 5-April 16  
Thursday, March 7-April 18

**Summer 2013**

Cycle One:

Monday, May 20-July 1  
Tuesday, May 21-June 25  
Thursday, May 23-June 21

Cycle Two:

Monday, July 15-August 19  
Tuesday, July 9-August 13  
Thursday, July 11-August 15

**Fall 2013**

Cycle One:

Monday, September 9-October 14  
Tuesday, September 10-October 15  
Thursday, August 29-October 10

Cycle Two:

Monday, October 28-December 2  
Tuesday, October 29-December 3  
Thursday, October 24-December 5

**Spring 2014**

Cycle One:

Monday, January 13-February 24  
Tuesday, January 14-February 18  
Thursday, January 16-February 20

Cycle Two:

Monday, March 10-April 21  
Tuesday, March 4-April 15  
Thursday, March 6-April 24

**Attendance Policy**

Because Intensives are offered in a special format, there are specific attendance requirements. Attendance at all class sessions is mandatory because a significant portion of learning and interaction takes place in class. If a student must miss a class, he/she is responsible to make arrangements to have the class audio-recorded by contacting the Non-Traditional Studies Office by 4 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 in to his/her professor the following week.

Any student missing two of the first three weeks of class will be withdrawn and given a "W." Students missing weeks four and five of any Intensive course will be given a "WP" if passing the course or a "WF" if failing the course at the time of withdrawal. Students missing two weeks of class in any other combination are given either a "WP" or "WF" according to the amount of class work required. Students missing one night of class without notifying the instructor or the Non-Traditional Studies Office in advance will be counted as unexcused. An unexcused absence lowers the final grade by one full letter grade.

**Tardy Policy**

Students arriving after 6:15 p.m. are counted as tardy. Students leaving class before the instructor has dismissed the class (unless an emergency so dictates) will be counted as tardy. Two tardies count as an unexcused absence. An unexcused absence results in a full letter grade reduction for the course.

**Fall/Spring/Summer Terms**

Traditional students are only allowed to take ONE online course per semester during the traditional school year. Traditional students may not enroll in an online course when the equivalent course is offered in the same semester.

Only Non-Traditional students may take more than one online class per semester.

**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 his portfolio notebook from the Non-Traditional Studies 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 Non-Traditional Studies Office to petition for portfolio assessment credit anytime before graduation.

**Portfolio 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 Non-Traditional Studies Director 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 a non-traditional 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.



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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 (also EXCEL)  
 Biblical Counseling (also EXCEL)  
 Business Administration: Management (EXCEL only)  
 Business Administration: Marketing (EXCEL only)  
 Children's Ministry (also EXCEL)  
 Education–Elementary  
 Education–Secondary  
 History  
 Intercultural Studies (also EXCEL)  
 Music Education–Instrumental  
 Music Education–Vocal/Choral  
 Music Performance & Pedagogy–Piano  
 Music Performance & Pedagogy–Voice  
 Music Performance & Pedagogy–Instrumental  
 Organizational Leadership (EXCEL only)  
 Pastoral Ministry (also EXCEL)  
 Professional Directed Studies [PDS] (also EXCEL)  
 Theatre Arts  
 Urban Studies (EXCEL only)  
 Worship Arts–Piano (also EXCEL)  
 Worship Arts–Voice (also EXCEL)  
 Worship Arts–Guitar (also EXCEL)  
 Worship Arts & Youth Ministry (also EXCEL)  
 Youth Ministry (also EXCEL)

**Interdisciplinary Studies**—formed by combining two of the following minors

Advanced Biblical Studies  
 Biblical Counseling  
 Intercultural Studies  
 Music  
 Pastoral Ministry  
 Personal Training  
 Theatre Arts  
 Women's Ministry (EXCEL only)  
 Youth Ministry

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**PROFESSIONAL ASSOCIATE MAJORS OFFERED**

Biblical Studies (also Bridge)

Children's Ministry (also Bridge)

Worship Arts (also Bridge)

**ONE-YEAR CERTIFICATE PROGRAM  
AREAS OF STUDY**

Bible Track (also Gateway)

Life Track (also Gateway)

Worship Arts (also Gateway)

## **Bible and Theology Department**

**Department Chair: Tim Smith, Th.M.**

**Programs (Director):**

- Advanced Biblical Studies (Tim Smith)
- Biblical Studies, Associate (Tim Smith)
- Advanced Biblical Studies, Minor (Tim Smith)
- Bible Track, One-Year Certificate (Tim Smith)

**Teaching Faculty:**

Tim Smith, Dr. Keith Miller, Dr. Neil Nelson, Dr. Thomas Baurain, Dr. Mike Dodds, Joel Williamson, and other Adjunct Faculty

**Description:**

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

**Objectives:**

- That the student possesses basic biblical and theological facts as a foundation for meditation, teaching, and further study.
- That the student accurately analyzes, interprets, and applies biblical passages in a continuing commitment to personal Bible study.
- That the student submits to Scripture as the ultimate authority for both his/her beliefs and his/her behavior.

“Bible” is the distinctive of a Bible College. 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.

**Bible and Theology Requirements for the Baccalaureate Degree**

BI111	Survey of Old Testament Lit. (4 hours)
BI112	Survey of New Testament Lit. (3 hours)
BI115	Bible Study/Hermeneutics (3 hours)
Pick 1:	BI220 or BI224 (3 hours)
BI334	Romans (3 hours)
BI343	Genesis (3 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)

**Total credit hours required are at least 32**

**Bible and Theology Requirements for the Associate Degree**

BI111 Survey of Old Testament Lit. (4 hours)

BI112 Survey of New Testament Lit. (3 hours)

BI115 Bible Study/Hermeneutics (3 hours)

RP100 Developing a Biblical Worldview (1 hour)

RP/TH114 Survey of Theology (3 hours)

TH111 Evangelism/Spiritual Life (3 hours)

**Total credit hours required are at least 17**

**Bible and Theology Requirements for the 1-Year Certificate**

BI111 Survey of Old Testament Lit. (4 hours)

BI112 Survey of New Testament Lit. (3 hours)

BI115 Bible Study/Hermeneutics (3 hours)

BI220 Life of Christ (3 hours)

RP/TH114 Survey of Theology (3 hours)

RP100 Developing a Biblical Worldview (1 hour)

**Total credit hours required are at least 17**

**Advanced Biblical Studies, B.S. Degree**

**Course Requirements**

Biblical Education—32 hours

BI111 Survey of Old Testament Lit. (4 hours)

BI112 Survey of New Testament Lit. (3 hours)

BI115 Bible Study/Hermeneutics (3 hours)

Pick 1: BI220 or BI224 (3 hours)

BI334 Romans (3 hours)

BI343 Genesis (3 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

GE100 College Life Seminar (1 hour)

COM100 Written Research Practicum (1 hour)

COM220 Oral Communication (3 hours)

EN111 Grammatical Analysis (3 hours)

EN112 College Composition (3 hours)

Pick 1: MU110 or TA341

HP336 Church History (3 hours)

Pick 1: HP221, HP222, HP231, HP232, HP238, or HP241 (3 hours)

Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)

- Pick 1: MA241, MA242, or MA243 (3 hours)  
 Pick 1: SS223, SS248, SS249, SS324, or SS337 (3 hours)  
 Pick 1: EN211, EN222, EN223, or EN415 (2 hours)  
 RP100 Developing a Biblical Worldview (1 hour)  
 RP339 Introduction to Philosophy (2 hours)  
 PE110 Lifetime Fitness (1 hour)  
 Pick 2: PE Activities (.5/.5 hour)

General Education Electives (11 hours)

Professional Education—45 hours

Missions/Ministry Core—3 hours

- IC111 Introduction to Christian Missions (3 hours)

Major—30 hours

- BI459 Advanced Hermeneutics (2 hours)  
 ED221 Teaching Process (3 hours)  
 Pick 1: PM331 Expository Preaching I (Men) (3 hours) or  
 COM333 Biblical Communication (Women) (3 hours)  
 RP341 Ethics (2 hours)  
 RP346 Apologetics (2 hours)  
 Pick 1: RP444 Theodicy or RP445 Great Christian Thinkers (1 hour)  
 RP/TH440 Contemporary Theology (2 hours)  
 BI/BL/TH Bible or Theology Electives (15 hours)

Open Electives—12 hours

**Total hours for the B.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 and BL232 or BL471 and BL472.
3. The remaining hours are language electives. It is strongly suggested that the student focus on either Greek or Hebrew.

### **Biblical Studies, A.A. Degree**

#### **Course Requirements**

Biblical Education—17 hours

- BI111 Survey of Old Testament Lit. (4 hours)  
 BI112 Survey of New Testament Lit. (3 hours)  
 BI115 Bible Study/Hermeneutics (3 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

- GE100 College Life Seminar (1 hour)

- COM100 Written Research Practicum (1 hour)
- EN111 Grammatical Analysis (3 hours)
- EN112 College Composition (3 hours)
- Pick 1: EN211, EN222, EN223, or EN415 (2 hours)
- Pick 1: MU110 or TA341 (3 hours)
- Pick 1: HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (3 hours)
- Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)
- Pick 1: MA241, MA242, or MA243 (3 hours)
- SS248 Family Living (3 hours)
- PE110 Lifetime Fitness (1 hour)

**Professional Education**– 20 hours

**Missions/Ministry Core**–3 hours

- IC111 Introduction to Christian Missions (3 hours)

**Major**–17 hours

- ED221 Teaching Process (3 hours)
- RP346 Apologetics (2 hours)
- RP339 Introduction to Philosophy (2 hours)
- BI/BL/TH Bible or Theology Electives (10 hours)

**Total hours for the A.A. degree: 65 hours**

**Advanced Biblical Studies, Minor**

**Course Requirements**

- BI/TH Bible or Theology Electives (10 hours)
- BI459 Advanced Hermeneutics (2 hours)
- ED221 Teaching Process (3 hours)
- RP339 Introduction to Philosophy (2 hours)
- RP346 Apologetics (2 hours)
- Pick 1: RP444 or RP445 (1 hour)

*Note: HP336 Church History is required as part of the history electives.*

**Total hours for Advanced Biblical Studies Minor: 20 hours**

**Bible Track, One-Year Certificate**

**Course Requirements**

- GE100 College Life Seminar (1 hour)
- BI111 Survey of Old Testament Lit. (4 hours)
- BI112 Survey of New Testament Lit. (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)
- BI/TH Electives (14 hours)

**Total hours for Bible Track Certificate: 32 hours**

## 4 year guide for a Bachelor of Science Degree

### Advanced Biblical Studies

*This guide is a plan to complete required classes. See advisor for assistance.*

#### Freshman Year

Fall	Spring
BI111 Survey of OT Lit. 4 hrs	EN112 College Composition 3 hrs
BI115 Bible Study /Herm. 3 hrs	BI112 Survey of NT Lit. 3 hrs
COM110 Written Research Pract. 1 hr	TH111 Evangelism/Spiritual Life 3 hrs
EN111 Grammatical Analysis 3 hrs	Pick 1: MU110 or TA341 3 hrs
GE100 Col. Life Seminar 1 hr	PE110 Lifetime Fitness 1 hr
IC111 Intro to Chr. Missions 3 hrs	BI/BL/TH Electives <u>3 hrs</u>
RP100 Biblical Worldview <u>1 hr</u>	Total semester hours 16 hrs
Total semester hours 16 hrs	Total first year hours 32 hrs

#### Sophomore Year

Fall	Spring
Pick 1: BI220 (spring) or BI224 3 hrs	COM220 Oral Communication 3 hrs
ED221 Teaching Process 3 hrs	Pick 1: History Option 3 hrs
HP336 Church History 3 hrs	Pick 1: Literature Option 2 hrs
Pick 1: Science Option 5 hrs	TH221 Systematic Theology II 3 hrs
TH220 Systematic Theology I <u>3 hrs</u>	BI/BL/TH Electives <u>4 hrs</u>
Total semester hours 17 hrs	Total semester hours 15 hrs
	Total second year hours 32 hrs

#### Junior Year

Fall	Spring
BI334 Romans 3 hrs	BI343 Genesis 3 hrs
Pick 1: Math Option 3 hrs	Pick 1: COM333 (Females) or PS331 (Males) 3 hrs
Pick 1: PE Activity .5 hr	Pick 1: PE Activity .5 hr
TH222 Systematic Theology III 3 hrs	RP341 Ethics 2 hrs
BI BI/BL/TH Electives 3 hrs	TH/RP440 Contemporary Theo. 2 hrs
Open Electives <u>3 hrs</u>	Pick 1: SS223, SS248, SS249, SS324, SS337 3hrs
Total semester hours 15.5 hrs	Open Electives <u>3 hrs</u>
	Total semester hours 16.5 hrs
	Total third year hours 32 hrs

#### Senior Year

Fall	Spring
BI459 Advanced Hermeneutics 2 hrs	RP346 Apologetics 2 hrs
RP339 Intro to Philosophy 2 hrs	Pick 1: RP444 or RP445 1 hr
TH442 Senior Theology 1 hr	BI, BL, TH Electives 2 hrs
BI/BL/TH Electives 3 hrs	General Ed Electives 6 hrs
General Ed Electives 5 hrs	Open Electives <u>3 hrs</u>
Open Electives <u>3 hrs</u>	Total semester hours 14 hrs
Total semester hours 16 hrs	Total fourth year hours 30 hrs

**2 year guide for an Associate of Arts Degree**

**Biblical Studies**

*This guide is a plan to complete required classes. See advisor for assistance.*

**Freshman Year**

Fall			Spring		
BI111	Survey of OT Lit.	4 hrs	BI112	Survey of NT Lit.	3 hrs
BI115	Bible Study /Herm.	3 hrs	EN112	College Composition	3 hrs
COM110	Written Research Pract.	1 hr	Pick 1:	History Option	3 hrs
EN111	Grammatical Analysis	3 hrs	TH111	Evangelism/Spiritual Life	3 hrs
GE100	Col. Life Seminar	1 hr	Pick 1:	Science Option	<u>5 hrs</u>
IC111	Intro to Chr. Missions	3 hrs		Total semester hours	17 hrs
RP100	Biblical Worldview	<u>1 hr</u>		Total first year hours	33 hrs
	Total semester hours	16 hrs			

**Sophomore Year**

Fall			Spring		
Pick 1:	Math Option	3 hrs	ED221	Teaching Process	3 hrs
Pick 1:	MU110 or TA341	3 hrs	SS248	Family Living	3 hrs
PE110	Lifetime Fitness	1 hr	RP346	Apologetics	2 hrs
RP114	Survey of Theology	3 hrs	RP339	Intro to Philosophy	2 hrs
Pick 1:	Literature Option	2 hrs		BI/TH Electives	<u>6 hrs</u>
	BI/TH Electives	<u>4 hrs</u>		Total semester hours	16 hrs
	Total semester hours	16 hrs		Total second year hours	32 hrs

**One Year Bible Track Certificate Program**

*This guide is a plan to complete required classes. See advisor for assistance.*

Fall			Spring		
BI111	Survey of OT Lit.	4 hrs	BI220	Life of Christ	3 hrs
BI115	Bible Study /Herm.	3 hrs	BI112	Survey of NT Lit.	3 hrs
GE100	Col. Life Seminar	1 hr		BI/TH Electives	<u>10 hrs</u>
RP100	Biblical Worldview	1 hr		Total semester hours	16 hrs
RP114	Survey of Theology	3 hrs		Total first year hours	32 hrs
	BI/TH Electives	<u>4 hrs</u>			
	Total semester hours	16 hrs			

## **Biblical Counseling Department**

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

**Programs (Director):**

- Biblical Counseling (Pat Miller)
- Biblical Counseling, Minor (Pat Miller)

**Teaching Faculty:**

Pat Miller, Bill Schlacks, Bill Gibbs, Rose H. Henness, Joa Braga, Jerry Purviance, Barb Bridges, Cheryl Costabile, and other Adjunct Faculty

**Description:**

The Biblical Counseling Department trains students to serve as lay counselors or church staff counselors according to a biblical worldview. The department also enhances the training of pastoral ministry, youth ministry, and intercultural studies majors.

**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.

**Objectives:**

- That the student articulates a biblical philosophy of counseling.
- That the student demonstrates Christian character qualities necessary for a biblical counseling ministry.
- That the student acquires a basic knowledge of the counseling process.
- That the student will be able to identify people's problems.
- That the student develops 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 can transfer as electives. When such a case arises, either traditionally or NTS, the Biblical Counseling Program department chair will be called on to help make that decision.)

**Biblical Counseling, B. S. Degree**

**Course Requirements**

Biblical Education—32 hours

- BI111 Survey of Old Testament Lit. (4 hours)
- BI112 Survey of New Testament Lit. (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1: BI220 or BI224 (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 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

- GE100 College Life Seminar (1 hour)
- COM110 Written Research Practicum(1 hour)
- COM220 Oral Communication (3 hours)
- EN111 Grammatical Analysis (3 hours)
- EN112 College Composition (3 hours)
- Pick 1: MU110 or TA341
- Pick 2: HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (6 hours)
- Pick 1 pair: SC221and SC222 or SC231 and SC232 (5 hours)
- Pick 1: MA241, MA242, or MA243 (3 hours)
- Pick 1: SS220, SS248, or SS337 (3 hours)
- Pick 1: EN211, EN222, EN223, or EN415 (2 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)
- PE110 Lifetime Fitness (1 hour)
- Pick 2: PE Activities (.5/.5 hour)

General Education Electives (11 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 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)
- RP341 Ethics (2 hours)
- SS249 Conflict Resolution (3 hours)
- SS324 Human Growth and Development (3 hours)

CO Electives (6 hours)

Open Electives—7 hours

**Total hours for the B.S. degree: 126 hours****Biblical Counseling, Minor****Course Requirements**

CO244 Introduction to Biblical Counseling (3 hours)

Pick 1: SS249 or CO Electives (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)

RP341 Ethics (2 hours)

**Total hours for Biblical Counseling Minor: 20 hours****4 year guide for a Bachelor of Science Degree***This guide is a plan to complete required classes. See advisor for assistance.***Freshman Year**

Fall		Spring	
BI111	Survey of OT Lit. 4 hrs	BI112	Survey of NT Lit. 3 hrs
BI115	Bible Study /Herm. 3 hrs	EN112	College Composition 3 hrs
COM110	Written Research Pract. 1 hr	TH111	Evangelism/Spiritual Life 3 hrs
EN111	Grammatical Analysis 3 hrs	Pick 1: MU110 or TA341	3 hrs
GE100	Col. Life Seminar 1 hr	Pick 1: SS220, SS248, or SS337	<u>3 hrs</u>
ICI111	Intro to Chr. Missions 3 hrs	Total semester hours	15 hrs
RP100	Biblical Worldview <u>1 hr</u>	Total first year hours	31 hrs
Total semester hours		16 hrs	

**Sophomore Year**

Fall		Spring	
Pick 1: BI220 (spring) or BI224	3 hrs	CO245	History of Psych Sys 3 hrs
CO244	Intro to Biblical Counseling 3 hrs	Pick 1: History Option	3 hrs
Pick 1: History Option	3 hrs	Pick 1: PE Activity	.5 hr
PE110	Lifetime Fitness 1 hr	Pick 1: Science Option	5 hrs
SS249	Conflict Resolution 3 hrs	TH221	Systematic Theology II <u>3 hrs</u>
TH220	Systematic Theology I <u>3 hrs</u>	Total semester hours	14.5 hrs
Total semester hours	16 hrs	Total second year hours	30.5 hrs

**Junior Year**

Fall		Spring		
BI334	Romans	3 hrs	BI343 Genesis	3 hrs
CO445	Marriage & Fam Coun	3 hrs	CO340 Counseling Youth	3 hrs
Pick 1:	Math Option	3 hrs	Pick 1: Literature Option	2 hrs
SS324	Human Growth and		RP341 Ethics	2 hrs
	Development	3 hrs	COM220 Oral Communication	3 hrs
TH222	Systematic Theology III	3 hrs	CO Electives	<u>3 hrs</u>
	Open Electives	<u>2 hr</u>	Total semester hours	16 hrs
	Total semester hours	17 hrs	Total third year hours	33 hrs
		Summer		
		CO453	Counseling Internship	3 hrs

**Senior Year**

Fall		Spring		
RP339	Introduction to Philosphy	2 hrs	CO432 Crisis Counseling	3 hrs
TH442	Senior Theology	1 hrs	CO449 Senior Counseling Proj	3 hrs
	CO Electives	3 hrs	Pick 1: PE Activity	.5 hr
	General Ed Electives	<u>6 hrs</u>	General Ed Electives	5 hrs
	Total semester hours	12 hrs	Open Electives	<u>5 hrs</u>
			Total semester hours	16.5 hrs
			Total fourth year hours	28.5 hrs

## Education Department

**Department Chair: Rose H. Hennes, M.A.**

**Programs (Director):**

- Education–Elementary (Sharon Wieduwilt)
- Education–Secondary (Rose H. Hennes)

**Teaching Faculty:**

Rose H. Hennes, Sharon Wieduwilt, Dr. Tom Bonine, and other Adjunct Faculty

**Description:**

The Education Department prepares students to teach grades one through six (Elementary Education) or to teach Social Studies in grades nine through twelve (Secondary Education-Social Studies). The student who successfully completes one of these programs will be ACSI certified, which qualifies him/her to teach in private/Christian schools, and will also be eligible to apply for Missouri State Teacher Certification which qualifies him/her to teach in public schools.

**Objectives:**

- That the pre-service teacher articulates a biblical philosophy of education.
- That the pre-service teacher demonstrates the biblical character traits which communicate value for the diversity, potential, and worth of his/her students.
- That the pre-service teacher demonstrates an understanding of central concepts, tools of inquiry, and structures of the discipline(s) within the context of a global society along with the ability to create meaningful learning experiences for students.
- That the pre-service teacher understands how students learn and develop intellectually, socially, emotionally, and spiritually and demonstrate the ability to create a learning environment conducive to encouraging such development.

**Special Requirements:**

- Entry into the Education Program requires the successful completion of ED190, an Application for Admission to the Chair of the Education Department, and the recommendation of the Education Department Faculty Committee. The pre-service teacher must complete a background check according to Education Department guidelines and must pass the College Basic Academic Subject Exam (C-Base).
- 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 pre-service teacher must create and maintain a professional portfolio of work samples.

- To become a Missouri State Certified Teacher, the student must pass the appropriate Praxis II Exam, apply for certification through the Missouri Department of Elementary and Secondary Education (DESE), and be recommended for certification by the State Certification Officer for Calvary Bible College.
- To assure that the Calvary Bible College Pre-Service Teacher Candidate will be qualified for recommendation to the Missouri Department of Elementary & Secondary Education, teacher education majors must complete at least 30 hours of the Elementary Education courses (which includes ED courses, MU441, and PE344) or at least 16 hours of the Secondary Education courses plus their Field Experiences and Student Teaching at Calvary.

**Education–Elementary, B.S. Degree****Course Requirements****Biblical Education–32 hours**

BI111	Survey of Old Testament Lit. (4 hours)
BI112	Survey of New Testament Lit. (3 hours)
BI115	Bible Study/Hermeneutics (3 hours)
Pick 1:	BI220 or BI224 (3 hours)
BI334	Romans (3 hours)
BI343	Genesis (3 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**

COM110	Written Research Practicum (1 hour)
COM220	Oral Communication (3 hours)
EN111	Grammatical Analysis (3 hours)
EN112	College Composition (3 hours)
GE100	College Life Seminar (1 hour)
HP221	American History I (3 hours)
HP222	American History II (3 hours)
MA241	College Mathematics I (3 hours)
MA242	College Mathematics II (2 hours)
MU110	Fundamental and Appreciation of Music (3 hours)
PE110	Lifetime Fitness (1 hour)
PE247	First Aid & Personal Safety (1 hour)
PE248	Health (1 hour)
SC221	Survey of Physical Science (3 hours)
SC222	Physical Science Lab (2 hours)
SC231	Survey of Biological Science (3 hours)
SC232	Biological Science Lab (3 hours)
SS245	World Geography (3 hours)

SS324	Human Growth and Development (3 hours)
RP100	Developing a Biblical Worldview (1 hour)
RP339	Introduction to Philosophy
Pick 1:	EN211, EN222, EN223, or EN415 (2 hours)

Professional Education–65 hours

## Missions/Ministry Core–3 hours

IC111	Introduction to Christian Missions (3 hours)
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## Major–62 hours

ED190	Introduction to Education (2 hours)
ED241	Technology for Teachers (2 hours)
ED252EL	Field Experience I (1 hours)
ED323	Educational Psychology (3 hours)
ED340	Teaching Elementary Social Studies (2 hours)
ED341	Teaching Elementary Reading (3 hours)
ED342	Teaching Elementary Language Arts (2 hours)
ED343	Teaching Elementary Literature (2 hours)
ED344	Teaching Elementary Science (2 hours)
ED345	Teaching Elementary Arithmetic (2 hours)
ED346	Teaching Elementary Art (2 hours)
ED347	Teaching Elementary Bible (2 hours)
ED349	Test and Measurements (2 hours)
ED350	The Exceptional Child (2 hours)
ED352	Reading & Literacy in Elementary School (2 hours)
ED444	Classroom Management (2 hours)
ED445	Reading Assessment & Remediation (2 hours)
ED447	Foundations of Education (3 hours)
ED452EL	Field Experience II (1 hours)
ED453EL	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)
MU441	Music for the Elementary Teacher (2 hours)
PE344	Teaching Elementary Physical Education (2 hours)
SS231	Economics (3 hours)

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

**Education–Secondary, B.S. Degree****Course Requirements**Biblical Education–32 hours

BI111	Survey of Old Testament Lit. (4 hours)
BI112	Survey of New Testament Lit. (3 hours)
BI115	Bible Study/Hermeneutics (3 hours)
Pick 1:	BI220 or BI224 (3 hours)
BI334	Romans (3 hours)

BI343	Genesis (3 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

COM110	Written Research Practicum (1 hour)
COM220	Oral Communication (3 hours)
EN111	Grammatical Analysis (3 hours)
EN112	College Composition (3 hours)
GE100	College Life Seminar (1 hour)
HP221	American History I (3 hours)
HP222	American History II (3 hours)
MA241	College Mathematics I (3 hours)
MU110	Fundamental and Appreciation of Music (3 hours)
PE110	Lifetime Fitness (1 hour)
PE247	First Aid & Personal Safety (1 hour)
SC221	Survey of Physical Science (3 hours)
SC222	Physical Science Lab (2 hours)
SC231	Survey of Biological Science (3 hours)
SC232	Biological Science Lab (2 hours)
SS223	General Psychology (3 hours)
SS231	Economics (3 hours)
SS245	World Geography (3 hours)
RP100	Developing a Biblical Worldview (1 hour)
RP339	Introduction to Philosophy (2 hours)
Pick 1:	EN211, EN222, EN223, or EN415 (2 hours)

**Professional Education**–62 hours**Missions/Ministry Core**–3 hours

IC111	Introduction to Christian Missions (3 hours)
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**Major** –59 hours

ED190	Introduction to Education (2 hours)
ED241	Technology for Teachers (2 hours)
ED252SE	Field Experience I (1 hour)
ED323	Educational Psychology (3 hours)
ED347	Teaching Secondary School Bible (2 hours)
ED348	Teaching Secondary School Reading (2 hours)
ED349	Test and Measurements (2 hours)
ED350	The Exceptional Child (2 hours)
ED444	Classroom Management (2 hours)
ED447	Foundations of Education (3 hours)
ED448	Teaching in the Secondary School (2 hours)
ED452SE	Field Experience II (1 hour)
ED453SE	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)
SS337	Cultural Anthropology (3 hours)
	American History Electives (6 hours)
	World History Electives (2 hours)

**Total hours for the B.S. Degree: 143 hours**

## 4 year guide for a Bachelor of Science Degree

### Elementary Education

*This guide is a plan to complete required classes. See advisor for assistance.*

### Freshman Year

Fall			Spring		
BI111	Survey of OT Lit.	4 hrs	BI112	Survey of NT Lit.	3 hrs
BI115	Bible Study /Herm.	3 hrs	ED190	Intro to Education	2 hrs
COM110	Written Research Pract.	1 hr	EN112	College Composition	3 hrs
EN111	Grammatical Analysis	3 hrs	HP222	American History II	3 hrs
GE100	Col. Life Seminar	1 hr	MU110	Fund and Apprec	
HP221	American History I	3 hrs		of Music	3 hrs
IC111	Intro to Chr. Missions	3 hrs	PE110	Lifetime Fitness	1 hr
RP100	Biblical Worldview	<u>1 hr</u>	TH111	Evangelism/Spiritual Life	<u>3 hrs</u>
	Total semester hours	19 hrs		Total semester hours	18 hrs
J-Term				Total first year hours	38 hrs
PE248	Health	1 hr	<b>Any Summer</b> (First three years)		
			HP251	Missouri State History	3 hrs
			SS231	Economics	3 hrs

**Sophomore Year**

Fall		Spring	
BI343	Genesis	3 hrs	ED241 Technology for Teachers 2 hrs
Pick 1:	BI220 (spring) or BI224	3 hrs	ED349 Tests & Measurements 2 hrs
COM220	Oral Communication	3 hrs	ED340 Teaching Elementary
ED343	Teaching Elementary		Social Studies 2 hrs
	Literature	2 hrs	ED344 Teaching Elem Science 2 hrs
ED347EL	Teaching Elementary		ED345 Teaching Elementary
	Bible	2 hrs	Arithmetic 2 hrs
MA241	Col Mathematics I	3 hrs	MA242 Col Mathematics II 2 hrs
RP339	Introduction of Philosophy	<u>2 hrs</u>	HP238 United States Govt 3 hrs
	Total semester hours	18 hrs	PE247 First Aid & Personal
J-Term			Safety 1 hr
ED252EL	Field Experience I	1 hr	TH220 Systematic Theology I <u>3 hrs</u>
			Total semester hours 19 hrs
			Total second year hours 38 hrs

**Junior Year**

Fall		Spring	
BI334	Romans	3 hrs	Pick 1: Literature Option 2 hrs
ED323	Ed. Psychology	3 hrs	ED342 Teaching Elem Language
ED341	Teach Elem Reading	3 hrs	Arts 2 hrs
ED346	Teach Elem Art	2 hrs	ED352 Reading & Literacy 2 hrs
MU441	Music for the Elementary		ED350 The Exceptional Child 2 hrs
	Teacher	2 hrs	SC221 Survey of Phy Science 3 hrs
SC231	Survey of Biological		SC222 Physical Science Lab 2 hrs
	Science	3 hrs	SS245 World Geography 3 hrs
SC232	Biology Lab	<u>2 hrs</u>	TH221 Systematic Theology II <u>3 hrs</u>
	Total semester hours	18 hrs	Total semester hours 19 hrs
J-Term			Total third year hours 38 hrs
ED452EL	Field Experience II	1 hr	

**Senior Year**

Fall		J-Term	
ED444	Class Management	2 hrs	PE344 Teaching Physical Ed 2 hrs
ED447	Foundations of Ed	3 hrs	
ED445	Reading Assessment &		Spring
	Remediation	3 hrs	ED453EL Student Teaching 8 hrs
ED459	Senior Seminar-Ed	1 hr	ED463 Teaching Portfolio <u>0 hr</u>
SS324	Human Growth & Dev	3 hrs	Total semester hours 8 hrs
TH222	Systematic Theology III	3 hrs	Total fourth year hours 26 hrs
TH442	Senior Theology	<u>1 hrs</u>	
	Total semester hours	16 hrs	

*To further reduce number of hours per semester, take CLEP tests up to 12 hrs or take online courses during the summer.*

## 4 year guide for a Bachelor of Science Degree

### Secondary Education

*This guide is a plan to complete required classes. See advisor for assistance.*

### Freshman Year

Fall		Spring		
BI111	Survey of OT Lit.	4 hrs	BI112 Survey of NT Lit.	3 hrs
BI115	Bible Study /Herm.	3 hrs	ED190 Intro to Education	2 hrs
COM110	Written Research Pract.	1 hr	EN112 College Composition	3 hrs
EN111	Grammatical Analysis	3 hrs	HP222 American History II	3 hrs
GE100	Col. Life Seminar	1 hr	MU110 Fund and Appreciation of Music	3 hrs
HP221	American History I	3 hrs	PE110 Lifetime Fitness	1 hr
IC111	Intro to Chr. Missions	3 hrs	TH111 Evangelism/Spiritual Life	<u>3 hrs</u>
RP100	Biblical Worldview	<u>1 hr</u>	Total semester hours	18 hrs
	Total semester hours	19 hrs	Total first year hours	37 hrs
<b>Any Summer (First three years)</b>				
			HP251 Missouri State History	3 hrs
			SS231 Economics	3 hrs

### Sophomore Year

Fall		Spring		
Pick 1:	BI224 (spring) or BI220	3 hrs	ED347 Teaching Sec Bible	2 hrs
ED323	Educational Psychology	3 hrs	ED349 Tests & Measurements	2 hrs
SC221	Survey of Phy Science	3 hrs	SC231 Survey of Biological Science	3 hrs
SC222	Physical Science Lab	2 hrs	SC232 Biology Lab	2 hrs
MA241	Col Mathematics I	3 hrs	HP238 US Government	3 hrs
TH220	Systematic Theology I	<u>3 hrs</u>	PE247 First Aid & Personal Safety	1 hr
	Total semester hours	17 hrs	SS245 World Geography	3 hrs
J-Term			RP339 Introduction of Philosophy	<u>2 hrs</u>
ED252SE	Field Experience I	1 hr	Total semester hours	18 hrs
			Total second year hours	36 hrs

### Junior Year

Fall		Spring		
ED348	Teaching Sec Reading	2 hrs	BI343 Genesis	3 hrs
ED444	Class Management	2 hrs	ED350 The Exceptional Child	2 hrs
COM220	Oral Communication	3 hrs	HP232 Western Civilization II	3 hrs
HP231	Western Civilization I	3 hrs	ED241 Technology for Teachers	2 hrs
TH221	Systematic Theology II	3 hrs	SS337 Cultural Anthropology	3 hrs
SS324	Human Growth and Development	3 hrs	SS223 General Psychology	3 hrs
	World History Electives	<u>2 hrs</u>	American Hist. Electives	<u>3 hrs</u>
	Total semester hours	18 hrs	Total semester hours	19 hrs
J-Term			Total third year hours	38 hrs
ED452SE	Field Experience II	1 hr		

**Senior Year**

Fall		Spring	
BI334	Romans	3 hrs	ED453SE Student Teaching 8 hrs
ED459	Senior Seminar-Ed	1 hr	ED463 Teaching Portfolio <u>0 hr</u>
ED447	Foundations of Ed	3 hrs	Total semester hours 8 hrs
ED448	Teaching in the Secondary		Total fourth year hours 26 hrs
	School	2 hrs	
TH222	Systematic Theology III	3 hrs	
TH442	Senior Theology	1 hr	
Pick 1:	Literature Option	2 hrs	
	American Hist. Electives	<u>3 hrs</u>	
	Total semester hours	18 hrs	

*To further reduce number of hours per semester, take CLEP tests up to 12 hrs or take online courses during the summer.*

## General Studies Department

**Department Chair: Jeanette Regier, M.S.**

**Programs (Director):**

- History (Teddy Bitner)
- Personal Training, Minor (Jeanette Regier)
- Life Track, One-Year Certificate (Teddy Bitner)

**Teaching Faculty:**

Dr. Teddy Bitner, Jeanette Regier, Cory Trowbridge, Dr. Mike Dodds, Dr. Keith Miller, Lawrence Spry, and other Adjunct Faculty

**Description:**

The General Studies Department provides a broad educational foundation to help students think clearly, to relate ethically to our global society, and to articulate a Christian worldview.

**Objectives:**

- That the student grows in his/her development of a Christian theistic worldview by relating his/her studies in general education to a biblical philosophy.
- That the student demonstrates the ability to identify, analyze, question, and evaluate content as a guide to understanding.
- That the student understands how his/her chosen field of study can impact the world for Jesus Christ.

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 Requirements for the Baccalaureate Degree\***

- GE100 College Life Seminar (1 hour)
- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)
- EN111 Grammatical Analysis (3 hours)
- EN112 College Composition (3 hours)
- RP339 Introduction to Philosophy (2 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- PE110 Lifetime Fitness (1 hour)
- Pick 1: MU110 or TA341 (3 hours)
- Pick 1: EN211, EN222, EN223, or EN415 (2 hours)
- Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)

- Pick 2: HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (6 hours)  
Pick 1: MA241, MA242, or MA243 (3 hours)  
Pick 1: SS223, SS248, SS249, SS324, or SS337 (3 hours)  
Pick 2: PE Activities (.5/.5 hour)

General Education Electives (11 hours)

**Total credit hours required are at least 49**

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

**General Education Requirements for the Associate Degree\***

- GE100 College Life Seminar (1 hour)  
COM110 Written Research Practicum (1 hour)  
EN111 Grammatical Analysis (3 hours)  
EN112 College Composition (3 hours)  
RP339 Introduction to Philosophy (2 hours)  
PE110 Lifetime Fitness (1 hour)  
Pick 1: EN211, EN222, EN223, or EN415 (2 hours)  
Pick 1: MU110 or TA341 (3 hours)  
Pick 1: HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (3 hours)  
Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)  
Pick 1: MA241, MA242, or MA243 (3 hours)

**Total credit hours required are at least 27**

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

**History, B.S. Degree****Course Requirements**Biblical Education—32 hours

- BI111 Survey of Old Testament Lit. (4 hours)  
BI112 Survey of New Testament Lit. (3 hours)  
BI115 Bible Study/Hermeneutics (3 hours)  
Pick 1: BI220 or BI224 (3 hours)  
BI334 Romans (3 hours)  
BI343 Genesis (3 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

- GE100 College Life Seminar (1 hour)  
COM110 Written Research Practicum (1 hour)  
COM220 Oral Communication (3 hours)  
EN111 Grammatical Analysis (3 hours)

- EN112 College Composition (3 hours)  
 Pick 1: EN211, EN222, EN223, or EN415 (2 hours)  
 Pick 1: MU110 or TA341  
 HP238 US Government (3 hours)  
 SS245 World Geography (3 hours)  
 Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)  
 Pick 1: MA241, MA242, or MA243 (3 hours)  
 Pick 1: SS223, SS248, SS249, SS324, or SS337 (3 hours)  
 RP100 Developing a Biblical Worldview (1 hour)  
 RP339 Introduction to Philosophy (2 hours)  
 PE110 Lifetime Fitness (1 hour)  
 Pick 2: PE Activities (.5/.5 hour)

General Education Electives (11 hours)

Professional Education—45 hours

Missions/Ministry Core—3 hours

- IC111 Introduction to Christian Missions (3 hours)

Major—33 hours

- HP221 American History I (3 hours)  
 HP222 American History II (3 hours)  
 HP231 Western Civilization I (3 hours)  
 HP232 Western Civilization II (3 hours)  
 HP241 American Military History (3 hours)  
 HP336 Church History (3 hours)  
 HP391 History of Christianity in America (3 hours)  
 HP392 Medieval History (3 hours)  
 HP393 Ancient History (3 hours)  
 HP401 The Crusades (3 hours)  
 HP440 Senior Seminar – History (3 hours)

Open Electives—9 hours

**Total hours for the B.S. degree: 126 hours**

### Personal Training, Minor

#### Course Requirements

- 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)

**Total hours for Personal Training Minor: 20 hours**

**Life Track, One Year Certificate**

**Course Requirements**

- GE100 College Life Seminar (1 hour)
- BI115 Bible Study / Hermeneutics (3 hours)
- BI220 Life of Christ (3 hours)
- BI111 Survey of Old Testament Literature (4 hours)
- BI112 Survey of New Testament Literature (3 hours)
- RP/TH114 Survey of Theology (3 hours)
- RP100 Developing a Biblical Worldview (1 hour)

Open Electives—14 hours

**Total hours for Life Track Certificate: 32 hours**

**4 year guide for a Bachelor of Science Degree**

**History**

*This guide is a plan to complete required classes. See advisor for assistance.*

**Freshman Year**

Fall		Spring	
BI111	Survey of OT Lit. 4 hrs	EN112	College Composition 3 hrs
BI115	Bible Study /Herm. 3 hrs	BI112	Survey of NT Lit. 3 hrs
COM110	Written Research Pract. 1 hr	TH111	Evangelism/Spiritual Life 3 hrs
EN111	Grammatical Analysis 3 hrs	Pick 1:	MU110 or TA341 3 hrs
GE100	Col. Life Seminar 1 hr	PE110	Lifetime Fitness 1 hr
IC111	Intro to Chr. Missions 3 hrs	SS245	World Geography <u>3 hrs</u>
RP100	Biblical Worldview <u>1 hr</u>		Total semester hours 16 hrs
	Total semester hours 16 hrs		Total first year hours 32 hrs

**Sophomore Year**

Fall		Spring	
Pick 1:	BI220 (spring) or BI224 3 hrs	HP238	US Government 3 hrs
HP221	American History I 3 hrs	COM220	Oral Communication 3 hrs:
HP336	Church History 3 hrs	HP222	American History II 3 hrs
Pick 1:	Science Option 5 hrs	Pick 1:	Literature Option 2 hrs
TH220	Systematic Theology I <u>3 hrs</u>	TH221	Systematic Theology II <u>3 hrs</u>
	Total semester hours 17 hrs		Total semester hours 14 hrs
			Total second year hours 31 hrs

**Junior Year**

Fall		Spring	
BI334	Romans 3 hrs	BI343	Genesis 3 hrs
HP231	Western Civilization I 3 hrs	HP232	Western Civilization II 3 hrs
HP391	History of Christianity in America 3 hrs	Pick 1:	PE Activity .5 hr
RP339	Intro to Philosophy 2 hrs	HP392	Medieval History 3 hrs
TH222	Systematic Theology III 3 hrs	HP393	Ancient History 3 hrs
Pick 1:	PE Activity .5 hr	Pick 1:	SS223, SS248, SS249, SS324, SS337 <u>3hrs</u>
	Open Electives <u>3 hrs</u>		Total semester hours 15.5 hrs
	Total semester hours 17.5 hrs		Total third year hours 33 hrs

### Senior Year

Fall		Spring			
HP241	American Military History	3 hrs	Pick 1: Math Option	3 hrs	
HP401	The Crusades	3 hrs	HP440	Senior Seminar- History	3 hrs
TH442	Senior Theology	1 hrs		General Ed Electives	6 hrs
	General Ed Electives	5 hrs		Open Electives	<u>3 hrs</u>
	Open Electives	<u>3 hrs</u>		Total semester hours	15 hrs
	Total semester hours	15 hrs		Total fourth year hours	30 hrs

### One Year Life Track Certificate Program

*This guide is a plan to complete required classes. See advisor for assistance.*

Fall		Spring			
BI111	Survey of OT Lit.	4 hrs	BI220	Life of Christ	3 hrs
BI115	Bible Study /Herm.	3 hrs	BI112	Survey of NT Lit.	3 hrs
GE100	Col. Life Seminar	1 hr		Open Electives	<u>10 hrs</u>
RP100	Biblical Worldview	1 hr		Total semester hours	16 hrs
RP/TH14	Survey of Theology	3 hrs		Total first year hours	32 hrs
	Open Electives	<u>4 hrs</u>			
	Total semester hours	16 hrs			

## **Ministry Studies Department**

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

### **Programs (Director):**

- Children's Ministry\*\* (Mike Piburn)
- Intercultural Studies (Dr. Eric Stricker)
- Pastoral Ministry\* (Dr. Mike Dodds)
- Youth Ministry (Dr. Mike Dodds, Interim)
- Children's Ministry, Associate\*\* (Mike Piburn)
- Intercultural Studies, Minor (Dr. Eric Stricker)
- Pastoral Ministry, Minor\* (Dr. Mike Dodds)
- Youth Ministry, Minor (Dr. Mike Dodds, Interim)

### **Teaching Faculty:**

Dr. Mike Dodds, Dr Eric Stricker, Children's Ministries Institute Instructors (in partnership with CEF), and other Adjunct Faculty

### **Description:**

The Ministry Studies Department programs 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.

### **Objectives:**

- That the student understands the theology, theories, methodologies, and skills essential for effective Christian ministry leadership.
- That the student develops basic skills necessary for addressing the spiritual needs of people.
- That the student develops 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 program is required for Pastoral and Youth Ministry students.
- A Senior Seminar oral examination is required for Pastoral 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 Pastoral Ministry courses for Pastoral Ministry students.

\*In keeping with Calvary's doctrinal conviction that the New Testament teaches that only men be ordained to the ministry, only men are accepted into and may graduate from the Pastoral Ministry major (1 Timothy 2:8-3:7). Furthermore, it is also Calvary's doctrinal conviction that the New Testament teaches that men who are ordained to the ministry are to be "the husband of one wife" (1 Timothy 3:1-7; Titus 1:5-9). Thus, only men who have been married once (widowers excepted) or who have never been married, are accepted into and may graduate from the Pastoral Ministry major. However, a man who is divorced may take Pastoral Ministry courses as elective hours in another major.

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

## **Children's Ministry, B.S. Degree**

### **Course Requirements**

#### Biblical Education—32 hours

- BI111 Survey of Old Testament Lit. (4 hours)
- BI112 Survey of New Testament Lit. (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1: BI220 or BI224 (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 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

- GE100 College Life Seminar (1 hour)
- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)
- EN111 Grammatical Analysis (3 hours)
- EN112 College Composition (3 hours)
- Pick 1: EN211, EN222, EN223, or EN415 (2 hours)
- Pick 1: MU110 or TA341
- Pick 2: HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (6 hours)
- Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)
- Pick 1: MA241, MA242, or MA243 (3 hours)
- Pick 1: SS223, SS248, SS324, or SS337 (3 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)
- PE110 Lifetime Fitness (1 hour)
- Pick 2: PE Activities (.5/.5 hour)
- General Education Electives (11 hours)

**Professional Education**–45 hours**Missions/Ministry Core**–3 hours

IC111 Introduction to Christian Missions (3 hours)

**Major**–37 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)

CO244 Introduction to Biblical Counseling (3 hours)

ED322 Administrative Process (3 hours)

ED323 Educational Psychology (3 hours)

ED350 The Exceptional Child (2 hours)

EM231 Christian Education of Children (2 hours)

EM330 Educational Ministry of the Local Church (3 hours)

LD401 Distinctives of C.E.F. (1 hour)

LD402 Ministry Strategy and Development (2 hours)

LD403 Leadership Essentials (2 hours)

IT251 Technology &amp; Media in Education (2 hours)

Pick 1: TT301 or TT401 (2 hours)

CO/ED Electives (4 hours)

**Open Electives**–5 hours**Total hours for the B.S. degree: 126 hours****Intercultural Studies, B.S. Degree****Course Requirements****Biblical Education**–32 hours

BI111 Survey of Old Testament Lit. (4 hours)

BI112 Survey of New Testament Lit. (3 hours)

BI115 Bible Study/Hermeneutics (3 hours)

Pick 1: BI220 or BI224 (3 hours)

BI334 Romans (3 hours)

BI343 Genesis (3 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

GE100 College Life Seminar (1 hour)

COM110 Written Research Practicum (1 hour)

COM220 Oral Communication (3 hours)

EN111 Grammatical Analysis (3 hours)

EN112 College Composition (3 hours)

Pick 1: EN211, EN222, EN223, EN415 (2 hours)

Pick 1: MU110 or TA341

- Pick 2: HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (6 hours)
- Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)
- Pick 1: MA241, MA242, or MA243 (3 hours)
- SS337 Cultural Anthropology (3 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)
- PE110 Lifetime Fitness (1 hour)
- Pick 2: PE Activities (.5/.5 hour)

General Education Electives (11 hours)

Professional Education—45 hours

Missions/Ministry Core—3 hours

- IC111 Introduction to Christian Missions (3 hours)

Major—36 hours

- BI238 Acts (2 hours)
- IC320 History of Missions (2 hours)
- IC335 Intercultural Evangelism (3 hours)
- IC341 Intercultural Communication (3 hours)
- IC346 Contemporary Issues of Intercultural Ministry (2 hours)
- IC434 Intercultural Church Planting (2 hours)
- IC446 Practical Relations of Intercultural Ministry (3 hours)
- IC453 Intercultural Studies Internship (3 hours)
- IC459 Senior Seminar – Intercultural Studies (3 hours)
- RP330 World Religions (2 hours)
- RP346 Apologetics (2 hours)
- IC Electives (9 hours)

Open Electives—6 hours

**Total hours for the B.S. degree: 126 hours**

## **Pastoral Ministry, B.A. Degree**

### **Course Requirements**

Biblical Education—32 hours

- BI111 Survey of Old Testament Lit. (4 hours)
- BI112 Survey of New Testament Lit. (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1: BI220 or BI224 (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 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

- GE100 College Life Seminar (1 hour)
- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)
- EN111 Grammatical Analysis (3 hours)
- EN112 College Composition (3 hours)
- Pick 1: EN211, EN222, EN223, or EN415 (2 hours)
- Pick 1: MU110 or TA341 (3 hours)
- HP232 Western Civilization II (3 hours)
- HP336 Church History (3 hours)
- Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)
- Pick 1: MA241, MA242, or MA243 (3 hours)
- SS248 Family Living (3 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)
- PE110 Lifetime Fitness (1 hour)
- Pick 2: PE Activities (.5/.5 hour)
- BL231 Greek I (4 hours)
- BL232 Greek II (4 hours)

General Education Electives (3 hours)

Professional Education—45 hours

Missions/Ministry Core—3 hours

- IC111 Introduction to Christian Missions (3 hour)

Major—36 hours

- BL342 Greek Reading I (2 hours)
- BL343 Greek Reading II (2 hours)
- CO244 Introduction to Biblical Counseling (3 hours)
- Pick 1: CO345 or CO432 (3 hours)
- Pick 1: ED221 or ED330 (3 hours)
- ED322 Administrative Process (3 hours)
- MU212 Music Ministry in the Church (2 hours)
- PM331 Expository Preaching I (3 hours)
- PM332 Expository Preaching II (3 hours)
- TH340 Theological Foundations for Ministry (3 hours)
- PM446 Pastoral Life & Ministry (3 hours)
- PM453 Pastoral Internship (3 hours)
- PM459 Pastoral Ministry Project (3 hours)

Open Electives—6 hours

**Total hours for the B.A. degree: 126 hours**

**Youth Ministry, B.S. Degree**

**Course Requirements**

Biblical Education—32 hours

- BII11 Survey of Old Testament Lit. (4 hours)
- BII12 Survey of New Testament Lit. (3 hours)

BI115	Bible Study/Hermeneutics (3 hours)
Pick 1:	BI220 or BI224 (3 hours)
BI334	Romans (3 hours)
BI343	Genesis (3 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

GE100	College Life Seminar (1 hour)
COM110	Written Research Practicum (1 hour)
COM220	Oral Communication (3 hours)
EN111	Grammatical Analysis (3 hours)
EN112	College Composition (3 hours)
Pick 1:	EN211, EN222, EN223, or EN415 (2 hours)
Pick 1:	MU110 or TA341 (3 hours)
Pick 2:	HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (6 hours)
Pick 1 pair:	SC221 and SC222 or SC231 and SC232 (5 hours)
Pick 1:	MA241, MA242, or MA243 (3 hours)
SS324	Human Growth & Development (3 hours)
RP100	Developing a Biblical Worldview (1 hour)
RP339	Introduction to Philosophy (2 hours)
PE110	Lifetime Fitness (1 hour)
Pick 2:	PE Activities (.5/.5 hour)

General Education Electives (11 hours)Professional Education—45 hoursMissions/Ministry Core—3 hours

IC111	Introduction to Christian Missions (3 hours)
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Major—34 hours

CO244	Introduction to Biblical Counseling (3 hours)
CO340	Biblical Counseling of Youth (3 hours)
CO432	Crisis Counseling (3 hours)
EM234	Christian Education of Youth (2 hours)
Pick 1:	EM231 or EM236 (2 hours)
Pick 1:	EM322 or EM330 (3 hours)
TH340	Theological Foundations of Ministry (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)

- Pick 1: PM331 Expository Preaching I (Men) (3 hours) or  
COM333 Biblical Communication (Women) (3 hours)

Open Electives—8 hours

**Total hours for the B.S. degree: 126 hours**

### **Children's Ministry, A.A. Degree**

#### **Course Requirements**

##### Biblical Education—17 hours

- BI111 Survey of Old Testament Lit. (4 hours)  
BI112 Survey of New Testament Lit. (3 hours)  
BI115 Bible Study/Hermeneutics (3 hours)  
RP100 Developing a Biblical Worldview (1 hour)  
RP/TH114 Survey of Theology (3 hours)  
TH111 Evangelism/Spiritual Life (3 hours)

##### General Education—27 hours

- GE100 College Life Seminar (1 hour)  
COM110 Written Research Practicum (1 hour)  
EN111 Grammatical Analysis (3 hours)  
EN112 College Composition (3 hours)  
Pick 1: EN211, EN222, EN223, or EN415 (2 hours)  
Pick 1: MU110 or TA341  
Pick 1: HP221, HP222, HP231, HP232, HP238, or HP241 (3 hours)  
Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)  
Pick 1: MA241, MA242, or MA243 (3 hours)  
RP339 Introduction to Philosophy (2 hours)  
PE110 Lifetime Fitness (1 hour)

##### Professional Education—22 hours

##### Missions/Ministry Core—3 hours

- IC111 Introduction to Christian Missions (3 hours)

##### Major—19 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)  
LD401 Distinctives of CEF (1 hour)  
LD402 Ministry Strategy & Development (2 hours)  
LD403 Leadership Essentials (2 hours)  
Pick 1: TT301 or TT401 (2 hours)  
IT251 Technology & Media in Education (2 hours)  
ED350 The Exceptional Child (2 hours)

**Total hours for the A.A. degree: 66 hours**

### **Intercultural Studies, Minor**

#### **Course Requirements**

- IC320 History of Missions (2 hours)

IC346	Contemporary Issues of Intercultural Ministry (2 hours)
IC434	Intercultural Church Planting (2 hours)
IC446	Practical Relations of Intercultural Ministry (3 hours)
IC453	Intercultural Studies Internship (3 hours)
IC459	Senior Seminar – Intercultural Studies (3 hours)
RP330	World Religions (2 hours)
SS337	Cultural Anthropology (3 hours)
IC Electives (2 hours)	

**Total hours for Intercultural Studies Minor: 22 hours**

### **Pastoral Ministry, Minor**

#### **Course Requirements**

CO244	Introduction to Biblical Counseling (3 hours)
CO432	Crisis Counseling (3 hours)
PM331	Expository Preaching I (3 hours)
PM332	Expository Preaching II (3 hours)
TH340	Theological Foundations for Ministry (3 hours)
PM446	Pastoral Life & Ministry (3 hours)
PM453	Pastoral Internship (3 hours)
PM459	Pastoral Ministry Project (3 hours)

**Total hours for Pastoral Ministry Minor: 24 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.*

### **Youth Ministry, Minor**

#### **Course Requirements**

CO244	Introduction to Biblical Counseling (3 hours)
CO340	Biblical Counseling of Youth (3 hours)
EM234	Christian Education of Youth (2 hours)
EM322	Administrative Process (3 hours)
EM330	Education 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)

**Total hours for Youth Ministry Minor: 20 hours**

**4 year guide for a Bachelor of Science Degree**

**Children's Ministry**

*This guide is a plan to complete required classes. See advisor for assistance.*

**Freshman Year**

Fall		Spring		
BI111	Survey of OT Lit.	4 hrs	BI112 Survey of NT Lit.	3 hrs
BI115	Bible Study /Herm.	3 hrs	EN112 College Composition	3 hrs
EN111	Grammatical Analysis	3 hrs	PE110 Lifetime Fitness	1 hr
GE100	Col. Life Seminar	1 hr	TH111 Evangelism/Spiritual Life	3 hrs
IC111	Intro to Chr. Missions	3 hrs	Pick 1: MU110 or TA341	3 hrs
COM110	Written Research Pract.	1 hr	Pick 1: Literature Option	<u>2 hrs</u>
RP100	Biblical Worldview	<u>1 hr</u>	Total semester hours	15 hrs
Total semester hours		16 hrs	Total first year hours	31 hrs

**Sophomore Year**

Fall		Spring	
Pick 1: BI220 (spring) or BI224	3 hrs	COM220 Oral Communication	3 hrs
CO244 Intro to Biblical Counseling	3 hrs	Pick 1: History Option	3 hrs
Pick 1: History Option	3 hrs	Pick 1: Science Option	5 hrs
TH220 Systematic Theology I	3 hrs	TH221 Systematic Theology II	3 hrs
Pick 1: Math Option	<u>3 hrs</u>	General Ed Electives	<u>2 hrs</u>
Total semester hours	15 hrs	Total semester hours	16 hrs
		Total second year hours	31 hrs

**Junior Year**

Fall		Spring	
BI343 Genesis	3 hrs	BI334 Romans	3 hrs
ED323 Educational Psych	3 hrs	ED322 Administrative Process	3 hrs
IT251 Tech and Media in Ed.	2 hrs	EM231 Christian Ed of Children	2 hrs
Pick 1: PE Activity	.5 hr	EM330 Ed Ministry of the Local Church	3 hrs
TH222 Systematic Theology III	3 hrs	Open Electives	2 hrs
CO/ED Electives	<u>4 hrs</u>	General Ed Electives	<u>3 hrs</u>
Total semester hours	15.5 hrs	Total semester hours	16 hrs
		Total third year hours	31.5 hrs

**Senior Year**

Fall		Spring	
Pick 1: PE Activity	.5 hrs	CM202 Teaching Effectively I*	2 hrs
RP339 Intro to Philosophy	2 hrs	CM203 Teaching Effectively II*	2 hrs
Pick 1: SS223, SS248, SS324, SS337	3hrs	CM204 Today's Child*	2 hrs.
ED350 The Exceptional Child	2 hrs	CM205 Prog. Methods of Child Evangelism*	2 hrs
TH442 Senior Theology	1 hr	LD401 Distinctives of CEF*	1 hr
Open Electives	3 hrs	LD402 Min. Strategy & Devel.*	2 hrs
General Ed Electives	<u>6 hrs</u>	LD403 Leadership Essentials*	2 hrs
Total semester hours	17.5 hrs	Pick 1: TT310 or TT401*	<u>2 hrs</u>
		Total semester hours	15 hrs
		Total fourth year hours	32.5 hrs

\* Classes taken at Children's Ministries Institute

## 4 year guide for a Bachelor of Science Degree

### Intercultural Studies

*This guide is a plan to complete required classes. See advisor for assistance.*

#### Freshman Year

Fall	Spring
BI111 Survey of OT Lit. 4 hrs	EN112 College Composition 3 hrs
BI115 Bible Study /Herm. 3 hrs	Pick 1: MU110 or TA341 3 hrs
COM110 Written Research Pract. 1 hr	BI112 Survey of NT Lit. 3 hrs
EN111 Grammatical Analysis 3 hrs	TH111 Evangelism/Spiritual Life 3 hrs
GE100 Col. Life Seminar 1 hr	COM220 Oral Communication <u>3 hrs</u>
IC111 Intro to Chr. Missions 3 hrs	Total semester hours 15 hrs
RP100 Biblical Worldview <u>1 hr</u>	Total first year hours 31 hrs
Total semester hours 16 hrs	

#### Sophomore Year

Fall	Spring
Pick 1: BI220 (spring) or BI224 3 hrs	BI238 Acts 2 hrs
Pick 1: History Option 3 hrs	Pick 1: History Option 3 hrs
Pick 1: Science Option 5 hrs	IC335 Intercultural Evangelism 3 hrs
PE110 Lifetime Fitness 1 hr	Pick 1: Math Option 3 hrs
Pick 1: PE Activity .5 hr	TH221 Systematic Theology II <u>3 hrs</u>
TH220 Systematic Theology I <u>3 hrs</u>	Total semester hours 14 hrs
Total semester hours 15.5 hrs	Total second year hours 29.5 hrs

#### Junior Year

Fall	Spring
BI334 Romans 3 hrs	BI343 Genesis 3 hrs
IC320 History of Missions 2 hrs	IC346 Contemporary Issues in Intercultural Ministry 2 hrs
RP339 Intro to Philosophy 2 hrs	IC453 Intercultural Internship 3 hrs
SS337 Cultural Anthropology 3 hrs	IC Electives* 6 hrs
TH222 Systematic Theology III 3 hrs	General Ed Electives <u>3 hrs</u>
General Ed Electives <u>3 hrs</u>	Total semester hours 17 hrs
Total semester hours 16 hrs	Total second year hours 33 hrs

#### Senior Year

Fall	Spring
Pick 1: Literature Option 2 hrs	IC341 Intercultural Com. 3 hrs
IC434 Intercultural Church Planting 2 hrs	IC446 Practical Relations of Intercultural Ministry 3 hrs
IC459 Senior Sem–IC Studies 3 hr	RP346 Apologetics 2 hrs
Pick 1: PE Activity .5 hr	General Ed Electives 5 hrs
RP330 World Religions 2 hrs	Open Electives <u>3 hrs</u>
TH442 Senior Theology 1 hr	Total semester hours 16 hrs
IC Electives* 3 hrs	Total fourth year hours 32.5 hrs
Open Electives <u>3 hrs</u>	
Total semester hours 16.5 hrs	

*\*IC Electives must be approved by the Intercultural Studies Program Advisor.*

**4 year guide for a Bachelor of Arts Degree**

**Pastoral Ministry**

*This guide is a plan to complete required classes. See advisor for assistance.*

**Freshman Year**

Fall		Spring		
BI111	Survey of OT Lit.	4 hrs	BI112 Survey of NT Lit.	3 hrs
BI115	Bible Study /Herm.	3 hrs	EN112 College Composition	3 hrs
EN111	Grammatical Analysis	3 hrs	PE110 Lifetime Fitness	1 hr
GE100	Col. Life Seminar	1 hr	TH111 Evangelism/Spiritual Life	3 hrs
IC111	Intro to Chr. Missions	3 hrs	Pick 1: MU110 or TA341	3 hrs
COM110	Written Research Pract.	1 hr	Pick 1: Literature Option	<u>2 hrs</u>
RP100	Biblical Worldview	<u>1 hr</u>	Total semester hours	15 hrs
	Total semester hours	16 hrs	Total first year hours	31 hrs

**Sophomore Year**

Fall		Spring	
Pick 1: BI220 (spring) or BI224	3 hrs	BL232 Greek II	4 hrs
BL231 Greek I	4 hrs	Pick 1: ED221 or ED330	3 hrs
CO244 Intro to Biblical Counseling	3 hrs	COM220 Oral Communication	3 hrs
Pick 1: Math Option	3 hrs	Pick 1: Science Option	5 hrs
TH220 Systematic Theology I	<u>3 hrs</u>	Pick 1: PE Activity	<u>.5 hr</u>
Total semester hours	16 hrs	Total semester hours	15.5 hrs
		Total second year hours	31.5 hrs

**Junior Year**

Fall		Spring	
BI334 Romans	3 hrs	BI343 Genesis	3 hrs
BL342 Greek Reading I	2 hrs	BL343 Greek Reading II	2 hrs
MU212 Music Ministry in the Church	2 hrs	Pick 1: CO345 or CO432	3 hrs
PM331 Expository Preaching I	3 hrs	TH340 Theological Foundations of Pastoral Ministry	3 hrs
SS248 Family Living	3 hrs	RP339 Intro to Philosophy	2 hrs
TH221 Systematic Theology II	<u>3 hrs</u>	PS332 Expository Preaching II	<u>3 hrs</u>
Total semester hours	16 hrs	Total semester hours	16 hrs
		Total third year hours	32 hrs

**Senior Year**

Fall		Spring	
ED322 Administrative Process	3 hrs	HP232 Western Civilization II	3 hrs
HP336 Church History	3 hrs	TH222 Systematic Theology III	3 hrs
PM453 Pastoral Internship	3 hrs	Pick 1: PE Activity	.5 hr
PM459 Pastoral Ministry Project	3 hrs	PS446 Pastoral Life & Ministry	3 hrs
TH442 Senior Theology	1 hr	Open Electives	4 hrs
Open Electives	<u>2 hrs</u>	General Ed Electives	<u>3 hrs</u>
Total semester hours	15 hrs	Total semester hours	16.5 hrs
		Total fourth year hours	31.5 hrs

## 4 year guide for a Bachelor of Science Degree

### Youth Ministry

*This guide is a plan to complete required classes. See advisor for assistance.*

### Freshman Year

Fall	Spring
BI111 Survey of OT Lit. 4 hrs	BI112 Survey of NT Lit. 3 hrs
BI115 Bible Study /Herm. 3 hrs	EN112 College Composition 3 hrs
EN111 Grammatical Analysis 3 hrs	PE110 Lifetime Fitness 1 hr
GE100 Col. Life Seminar 1 hr	TH111 Evangelism/Spiritual Life 3 hrs
IC111 Intro to Chr. Missions 3 hrs	Pick 1: MU110 or TA341 3 hrs
COM110 Written Research Pract. 1 hr	Pick 1: Literature Option <u>2 hrs</u>
RP100 Biblical Worldview <u>1 hr</u>	Total semester hours 15 hrs
Total semester hours 16 hrs	Total first year hours 31 hrs

### Sophomore Year

Fall	Spring
Pick 1: BI220 (spring) or BI224 3 hrs	YM235 Principles & Methods of Youth Ministry 2 hrs
CO244 Intro to Biblical Counseling 3 hrs	COM220 Oral Communication 3 hrs
Pick 1: History Option 3 hrs	Pick 1: History Option 3 hrs
TH220 Systematic Theology I 3 hrs	Pick 1: Science Option 5 hrs
Pick 1: Math Option <u>3 hrs</u>	TH221 Systematic Theology II <u>3 hrs</u>
Total semester hours 15 hrs	Total semester hours 16 hrs
	Total second year hours 31 hrs

### Junior Year

Fall	Spring
BI334 Romans 3 hrs	BI343 Genesis 3 hrs
Pick 1: EM231 or EM236 2 hrs	CO340 Counseling Youth 3 hrs
EM234 CE of Youth 2 hrs	RP339 Intro to Philosophy 2 hrs
Pick 1: COM333 (Females) or PS331 (Males) 3 hrs	YM329 Recreational Leadership 2 hrs
SS324 Human Growth and Development 3 hrs	YM439 Practical Youth Ministry Applications 2 hrs
TH222 Systematic Theology III <u>3 hrs</u>	Pick 1: PE Activity .5 hr
Total semester hours 16 hrs	Pick 1: EM322 or EM330 <u>3 hrs</u>
	Total semester hours 15.5 hrs
	Total third year hours 31.5 hrs

### Senior Year

Fall	Spring
CO432 Crisis Counseling 3 hrs	YM459 Senior Seminar-YM 3 hrs
YM453 Youth Ministry Internship 3 hrs	TH340 Theological Foundations of Ministry 3 hrs
TH442 Senior Theology 1 hr	Open Electives 5 hrs
Pick 1: PE Activity .5 hr	General Ed Electives <u>6 hrs</u>
General Ed Electives 5 hrs	Total semester hours 17 hrs
Open Electives <u>3 hrs</u>	Total fourth year hours 32.5 hrs
Total semester hours 15.5 hrs	

**2 year guide for an Associate of Arts Degree**

**Children's Ministry**

*This guide is a plan to complete required classes. See advisor for assistance.*

**Freshman Year**

Fall		Spring		
BI111	Survey of OT Lit.	4 hrs	BI112 Survey of NT Lit.	3 hrs
BI115	Bible Study /Herm.	3 hrs	EN112 College Composition	3 hrs
EN111	Grammatical Analysis	3 hrs	Pick 1: History Option	3 hrs
GE100	Col. Life Seminar	1 hr	TH111 Evangelism/Spiritual Life	3 hrs
IC111	Intro to Chr. Missions	3 hrs	Pick 1: Science Option	<u>5 hrs</u>
COM110	Written Research Pract.	1 hr	Total semester hours	17 hrs
RP100	Biblical Worldview	<u>1 hr</u>	Total first year hours	33 hrs
	Total semester hours	16 hrs		

**Sophomore Year**

Fall		Spring		
Pick 1:	Math Option	3 hrs	CM202 Teaching Effectively I*	2 hrs
Pick 1:	MU110 or TA341	3 hrs	CM203 Teaching Effectively II*	2 hrs
IT251	Tech & Media	2 hrs	CM204 Today's Child*	2 hrs.
ED350	The Exceptional Child	2 hrs	CM205 Prog. Methods of Child	
PE110	Lifetime Fitness	1 hr	Evangelism*	2 hrs
RP/TH114	Survey of Theology	3 hrs	LD401 Distinctives of CEF*	1 hr
RP339	Intro to Philosophy	2 hrs	LD402 Min. Strategy & Devel.*	2 hrs
Pick 1:	Literature Option	<u>2 hrs</u>	LD403 Leadership Essentials*	2 hrs
	Total semester hours	18 hrs	Pick 1: TT310 or TT401*	<u>2 hrs</u>
			Total semester hours	15 hrs
			Total second year hours	33 hrs

*\* Classes taken at Children's Ministries Institute*

## Music Department

**Department Chair: Tom Stolberg, D.M.A.**

### **Programs (Director):**

- Music Performance & Pedagogy–Instrumental (UnChong Christopher)
- Music Performance & Pedagogy–Piano (UnChong Christopher)
- Music Performance & Pedagogy–Voice (Dr. Haekyung An)
- Music Education–Instrumental (Dr. Tom Stolberg)
- Music Education–Vocal/Choral (Dr. Tom Stolberg)
- Worship Arts–Piano (Dr. Tom Stolberg)
- Worship Arts–Voice (Dr. Tom Stolberg)
- Worship Arts–Guitar (Dr. Tom Stolberg)
- Worship Arts & Youth Ministry (Dr. Tom Stolberg and Dr. Mike Dodds, Interim)
- Worship Arts, Associate (Dr. Tom Stolberg)
- Music, Minor (Dr. Tom Stolberg)
- Worship Arts, One-Year Certificate (Dr. Tom Stolberg)

### **Teaching Faculty:**

Dr. Tom Stolberg, Dr. Haekyung An, UnChong Christopher, and other Adjunct Faculty & Guest Instructors

### **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 program specific areas of leading, teaching, performing, and ministering.

The student who successfully completes the Music Education program will be ACSI certified, which qualifies him/her to teach in private/Christian schools, and will also be eligible to apply for Missouri State Teacher Certification which qualifies him/her to teach in public schools.

### **Objectives:**

- That the student develops skills necessary for effective music ministry in the chosen area of program specialization.
- That the student acquires competency in musicianship, leadership, conducting, and performance.
- That the student develops 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, every semester they take applied lessons.
- A jury is required of all music majors each semester they take applied lessons for their primary instrument. Worship Arts and Youth Ministry majors are exempt from this requirement.
- All non-keyboard music majors must pass a piano proficiency test. Worship Arts and Youth Ministry majors are exempt from this requirement.

**Special Requirements for the Music Education Program:**

*These Special Requirements are in addition to the general Music Department Special Requirements*

- Entry into the Music Education Program requires the successful completion of ED190, an Application for Admission to the Chair of the Education Department, and the recommendation of the Education Department Faculty Committee. The pre-service teacher must complete a background check according to Education Department guidelines and must pass the College Basic Academic Subject Exam (C-Base).
- 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 pre-service teacher must create and maintain a professional portfolio of work samples.
- To become a Missouri State Certified Teacher, the student must pass the appropriate Praxis II Exam, apply for certification through the Missouri Department of Elementary and Secondary Education (DESE), and be recommended for certification by the State Certification Office for Calvary Bible College.
- To assure that the Calvary Bible College Pre-Service Teacher Candidate will be qualified for recommendation to the Missouri Department of Elementary & Secondary Education, music education majors must complete at least 30 hours of Professional Education courses plus their Field Experiences and Student Teaching at Calvary.
- The Music Education Program is designed to be completed in five years.

**Music Performance & Pedagogy–Instrumental, B.Mus. Degree  
Course Requirements****Biblical Education–32 hours**

BI111	Survey of Old Testament Lit. (4 hours)
BI112	Survey of New Testament Lit. (3 hours)
BI115	Bible Study/Hermeneutics (3 hours)
Pick 1:	BI220 or BI224 (3 hours)
BI334	Romans (3 hours)
BI343	Genesis (3 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

GE100 College Life Seminar (1 hour)

COM110 Written Research Practicum (1 hour)

COM220 Oral Communication (3 hours)

EN111 Grammatical Analysis (3 hours)

EN112 College Composition (3 hours)

Pick 1: EN211, EN222, EN223, or EN415 (2 hours)

MU221 Music Theory I (4 hours)

Pick 2: HP221, HP222, HP231, HP232, HP238, HP241, or  
HP336 (6 hours)

Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)

Pick 1: MA241, MA242, or MA243 (3 hours)

Pick 1: SS223, SS248, SS324, or SS337 (3 hours)

RP100 Developing a Biblical Worldview (1 hour)

RP339 Introduction to Philosophy (2 hours)

PE110 Lifetime Fitness (1 hour)

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

MU337 Music History & Literature I (3 hours)

Music Ensembles (8 hours)

Professional Education–55 hours

Missions/Ministry Core–3 hours

IC111 Introduction to Christian Missions (3 hours)

Common Core–28 hours

ED350 Teaching the Exceptional Child (2 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 or MU336 (2 hours)

MU338 Music History & Literature II (3 hours)

MU443 Music Philosophy & Leadership (2 hours)

MUGR General Recital (0 hours)

MUMC Calvary Masterworks Chorus (.5/.5 hour)

MUR Senior Recital (1 hour)

Instrumental, Non-Keyboard–24 hours

MUN Applied Lessons (16 hours)

Pick 1: MU227, MU228, MU229, or MU230 (2 hours)

MU373 Instrumental Pedagogy I (2 hours)

MUIE Instrumental Ensemble (2 hours)

Pick 1: MUKP or MUGP (0 hours)

MUP Piano (2 hours)

**Total hours for the B.Mus. degree: 137 hours**

**Music Performance & Pedagogy–Piano, B.Mus. Degree  
Course Requirements****Biblical Education–32 hours**

- BI111 Survey of Old Testament Lit. (4 hours)
- BI112 Survey of New Testament Lit. (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1: BI220 or BI224 (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 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**

- GE100 College Life Seminar (1 hour)
- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)
- EN111 Grammatical Analysis (3 hours)
- EN112 College Composition (3 hours)
- Pick 1: EN211, EN222, EN223, or EN415 (2 hours)
- MU221 Music Theory I (4 hours)
- Pick 2: HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (6 hours)
- Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)
- Pick 1: MA241, MA242, or MA243 (3 hours)
- Pick 1: SS223, SS248, SS324, or SS337 (3 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)
- PE110 Lifetime Fitness (1 hour)
- Pick 2: PE Activities (.5/.5 hour)
- MU337 Music History & Literature I (3 hours)
- Music Ensembles (8 hours)

**Professional Education–59 hours****Missions/Ministry Core–3 hours**

- IC111 Introduction to Christian Missions (3 hours)

**Common Core–28 hours**

- ED350 Teaching the Exceptional Child (2 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 or MU336 (2 hours)
- MU338 Music History & Literature II (3 hours)

MU443	Music Philosophy & Leadership (2 hours)
MUGR	General Recital (0 hours)
MUMC	Calvary Masterworks Chorus (.5/.5 hour)
MUR	Senior Recital (1 hour)

**Piano—28 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)
MUP	Piano (16 hours)
MUO	Organ (2 hours)

**Total hours for the B.Mus. degree: 141 hours****Music Performance & Pedagogy—Voice, B.Mus. Degree  
Course Requirements****Biblical Education—32 hours**

BI111	Survey of Old Testament Lit. (4 hours)
BI112	Survey of New Testament Lit. (3 hours)
BI115	Bible Study/Hermeneutics (3 hours)
Pick 1:	BI220 or BI224 (3 hours)
BI334	Romans (3 hours)
BI343	Genesis (3 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**

GE100	College Life Seminar (1 hour)
COM110	Written Research Practicum (1 hour)
COM220	Oral Communication (3 hours)
EN111	Grammatical Analysis (3 hours)
EN112	College Composition (3 hours)
Pick 1:	EN211, EN222, EN223, or EN415 (2 hours)
MU221	Music Theory I (4 hours)
Pick 2:	HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (6 hours)
Pick 1 pair:	SC221 and SC222 or SC231 and SC232 (5 hours)
Pick 1:	MA241, MA242, or MA243 (3 hours)
Pick 1:	SS223, SS248, SS324, or SS337 (3 hours)
RP100	Developing a Biblical Worldview (1 hour)
RP339	Introduction to Philosophy (2 hours)
PE110	Lifetime Fitness (1 hour)

- Pick 2: PE Activities (.5/.5 hour)
- MU337 Music History & Literature I (3 hours)
- Music Ensembles (8 hours)

**Professional Education**–59 hours**Missions/Ministry Core**–3 hours

- IC111 Introduction to Christian Missions (3 hours)

**Common Core**–28 hours

- ED350 Teaching the Exceptional Child (2 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 or MU336 (2 hours)
- MU338 Music History & Literature II (3 hours)
- MU443 Music Philosophy & Leadership (2 hours)
- MUGR General Recital (0 hours)
- MUMC Calvary Masterworks Chorus (.5/.5 hour)
- MUR Senior Recital (1 hour)

**Vocal**–28 hours

- MU120 Diction (2 hours)
- MU214 Opera & Musical Theatre Workshop (1 hour)
- MU367 Piano/Vocal Collaboration (1 hour)
- MU371 Vocal Pedagogy I (2 hours)
- MU372 Vocal Pedagogy II (2 hours)
- MU489 Vocal Literature (2 hours)
- Pick 1: MUKP or MUGP (0 hours)
- MUP Piano (2 hours)
- MUVM Voice (16 hours)

**Total hours for the B.Mus. degree: 141 hours**

**Music Education–K-12 Instrumental, B.Mus. Degree  
Course Requirements****Biblical Education**–32 hours

- BI111 Survey of Old Testament Lit. (4 hours)
- BI112 Survey of New Testament Lit. (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1: BI220 or BI224 (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 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

- GE100 College Life Seminar (1 hour)
- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)
- EN111 Grammatical Analysis (3 hours)
- EN112 College Composition (3 hours)
- Pick 1: EN211, EN222, EN223, or EN415 (2 hours)
- MU221 Music Theory I (4 hours)
- HP251 Missouri State History (3 hours)
- HP238 US Government (3 hours)
- Pick 1: HP221 or HP222 (3 hours)
- Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)
- Pick 1: MA241, MA242, or MA243 (3 hours)
- SS324 Human Growth & Development (3 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)
- PE110 Lifetime Fitness (1 hour)
- PE247 First Aid & Personal Safety (1 hour)
- MU337 Music History & Literature I (3 hours)
- MU338 Music History & Literature II (3 hours)
- Music Ensembles (4 hours)

Professional Education–65 hoursMissions/Ministry Core–3 hours

- IC111 Introduction to Christian Missions (3 hours)

Common Core–46 hours

- ED190 Introduction to Teacher Education (2 hours)
- ED323 Educational Psychology (3 hours)
- ED348 Teaching Secondary School Reading (2 hours)
- ED350 The Exceptional Child (2 hours)
- ED447 Foundations of Education (3 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)
- MU252 Field Experience I (1 hour)
- MU331 Music Theory III (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)
- MU452 Field Experience II (1 hour)
- MU453 Student Teaching (8 hours)
- MUGR General Recital (0 hours)
- Pick 1: MUKP or MUGP (0 hours)

MUMC	Calvary Masterworks Chorus (.5/.5 hour)
MUR	Senior Recital (1 hour)
K-12 Instrumental Emphasis—	16 hours
Pick 3:	MU227, MU228, MU229, or MU230 (6 hours)
MU336	Advanced Instrumental Conducting (2 hours)
MU448	Introduction to Orchestration (2 hours)
MUN/MUP/MUO	Primary Proficiency Lessons (6 hours)

**Total hours for the B.Mus. degree: 149 hours**

## **Music Education—K-12 Vocal/Choral, B.Mus. Degree**

### **Course Requirements**

#### Biblical Education—32 hours

BI111	Survey of Old Testament Lit. (4 hours)
BI112	Survey of New Testament Lit. (3 hours)
BI115	Bible Study/Hermeneutics (3 hours)
Pick 1:	BI220 or BI224 (3 hours)
BI334	Romans (3 hours)
BI343	Genesis (3 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

GE100	College Life Seminar (1 hour)
COM110	Written Research Practicum (1 hour)
COM220	Oral Communication (3 hours)
EN111	Grammatical Analysis (3 hours)
EN112	College Composition (3 hours)
Pick 1:	EN211, EN222, EN223, or EN415 (2 hours)
MU221	Music Theory I (4 hours)
HP251	Missouri State History (3 hours)
HP238	US Government (3 hours)
Pick 1:	HP221 or HP222 (3 hours)
Pick 1 pair:	SC221 and SC222 or SC231 and SC232 (5 hours)
Pick 1:	MA241, MA242, or MA243 (3 hours)
SS324	Human Growth & Development (3 hours)
RP100	Developing a Biblical Worldview (1 hour)
RP339	Introduction to Philosophy (2 hours)
PE110	Lifetime Fitness (1 hour)
PE247	First Aid & Personal Safety (1 hour)
MU337	Music History & Literature I (3 hours)
MU338	Music History & Literature II (3 hours)
	Music Ensembles (4 hours)

Professional Education–65 hours

## Missions/Ministry Core–3 hours

IC111 Introduction to Christian Missions (3 hours)

## Common Core–46 hours

ED190 Introduction to Teacher Education (2 hours)

ED323 Educational Psychology (3 hours)

ED348 Teaching Secondary School Reading (2 hours)

ED350 The Exceptional Child (2 hours)

ED447 Foundations of Education (3 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)

MU252 Field Experience I (1 hour)

MU331 Music Theory III (4 hours)

MU334 Basic Conducting (2 hours)

MU443 Music Philosophy &amp; Leadership (2 hours)

MU445 Teaching Elementary School Music (2 hours)

MU446 Teaching Secondary School Music (2 hours)

MU452 Field Experience II (1 hour)

MU453 Student Teaching (8 hours)

MUGR General Recital (0 hours)

MUMC Calvary Masterworks Chorus (.5/.5 hour)

MUR Senior Recital (1 hour)

## K-12 Vocal/Choral Emphasis–16 hours

MU120 Diction (2 hours)

MU335 Advanced Choral Conducting (2 hours)

MU431 Choral Arranging (2 hours)

MU437 Choral Literature (2 hours)

Pick 1: MUP, MU150/MU151, or MUN (2 hours)

Pick 1: MUKP or MUGP (0 hours)

MUVM Voice Lessons (6 hours)

**Total hours for the B.Mus. degree: 149 hours****Worship Arts–Piano, B.S. Degree****Course Requirements**Biblical Education–32 hours

BI111 Survey of Old Testament Lit. (4 hours)

BI112 Survey of New Testament Lit. (3 hours)

BI115 Bible Study/Hermeneutics (3 hours)

Pick 1: BI220 or BI224 (3 hours)

BI334 Romans (3 hours)

BI343 Genesis (3 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**

- GE100 College Life Seminar (1 hour)
- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)
- EN111 Grammatical Analysis (3 hours)
- EN112 College Composition (3 hours)
- Pick 1: EN211, EN222, EN223, or EN415 (2 hours)
- MU221 Music Theory I (4 hours)
- Pick 2: HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (6 hours)
- Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)
- Pick 1: MA241, MA242, or MA243 (3 hours)
- Pick 1: SS223, SS248, SS324, or SS337 (3 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)
- PE110 Lifetime Fitness (1 hour)
- Pick 2: PE Activities (.5/.5 hour)
- MU337 Music History & Literature I (3 hours)
- Music Ensembles (8 hours – 2 must be MUPB)

**Professional Education—49 hours****Missions/Ministry Core—3 hours**

- IC111 Introduction to Christian Missions (3 hours)

**Common Core—30 hours**

- MU213 Music Technology (3 hours)
- MU222 Music Theory II (4 hours)
- MU331 Music Theory III (4 hours)
- MU334 Basic Conducting (2 hours)
- Pick 1: MU335 or MU336 (2 hours)
- MU338 Music History & Literature II (3 hours)
- MU443 Music Philosophy & Leadership (2 hours)
- MU215 Worship Leading (2 hours)
- MU347 Worship Literature (3 hours)
- MU449 Music Internship (1 hour)
- MUMC Calvary Masterworks Chorus (.5/.5 hour)
- MUR Senior Recital (1 hour)

**Applied—18 hours**

- MU200 Hymn Playing & Accompanying (2 hours)
- MU361 Piano Pedagogy I (2 hours)
- MUGR General Recital (0 hours)
- MUP Primary Proficiency (10 hours)

- MUVN Voice (2 hours)  
 Pick 1: MUP, MUO, or MU362 (2 hours)

**Total hours for the B.S. degree: 131 hours**

### **Worship Arts–Voice**

#### **Course Requirements for the B.S. Degree**

##### Biblical Education–32 hours

- BI111 Survey of Old Testament Lit. (4 hours)  
 BI112 Survey of New Testament Lit. (3 hours)  
 BI115 Bible Study/Hermeneutics (3 hours)  
 Pick 1: BI220 or BI224 (3 hours)  
 BI334 Romans (3 hours)  
 BI343 Genesis (3 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

- GE100 College Life Seminar (1 hour)  
 COM110 Written Research Practicum (1 hour)  
 COM220 Oral Communication (3 hours)  
 EN111 Grammatical Analysis (3 hours)  
 EN112 College Composition (3 hours)  
 Pick 1: EN211, EN222, EN223, or EN415 (2 hours)  
 MU221 Music Theory I (4 hours)  
 Pick 2: HP221, HP222, HP231, HP232, HP238, HP241, or  
 HP336 (6 hours)  
 Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)  
 Pick 1: MA241, MA242, or MA243 (3 hours)  
 Pick 1: SS223, SS248, SS324, or SS337 (3 hours)  
 RP100 Developing a Biblical Worldview (1 hour)  
 RP339 Introduction to Philosophy (2 hours)  
 PE110 Lifetime Fitness (1 hour)  
 Pick 2: PE Activities (.5/.5 hour)  
 MU337 Music History & Literature I (3 hours)  
 Music Ensembles (8 hours – 2 must be MUPB)

##### Professional Education–49 hours

##### Missions/Ministry Core–3 hours

- IC111 Introduction to Christian Missions (3 hours)

##### Common Core–30 hours

- MU213 Music Technology (3 hours)  
 MU222 Music Theory II (4 hours)  
 MU331 Music Theory III (4 hours)  
 MU334 Basic Conducting (2 hours)

Pick 1:	MU335 or MU336 (2 hours)
MU338	Music History & Literature II (3 hours)
MU443	Music Philosophy & Leadership (2 hours)
MU215	Worship Leading (2 hours)
MU347	Worship Literature (3 hours)
MU449	Music Internship (1 hour)
MUMC	Calvary Masterworks Chorus (.5/.5 hour)
MUR	Senior Recital (1 hour)

**Applied—18 hours**

MU120	Diction (2 hours)
MU371	Vocal Pedagogy I (2 hours)
MUGR	General Recital (0 hours)
MUVM	Primary Proficiency (10 hours)
Pick 1:	MUP, MUN, or MU150/ MU151 (2 hours)
Pick 1:	MU372, MU431, MU432, or MU437 (2 hours)

**Total hours for the B.S. degree: 131 hours****Worship Arts—Guitar, B.S. Degree****Course Requirements**Biblical Education—32 hours

BI111	Survey of Old Testament Lit. (4 hours)
BI112	Survey of New Testament Lit. (3 hours)
BI115	Bible Study/Hermeneutics (3 hours)
Pick 1:	BI220 or BI224 (3 hours)
BI334	Romans (3 hours)
BI343	Genesis (3 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

GE100	College Life Seminar (1 hour)
COM110	Written Research Practicum (1 hour)
COM220	Oral Communication (3 hours)
EN111	Grammatical Analysis (3 hours)
EN112	College Composition (3 hours)
Pick 1:	EN211, EN222, EN223, or EN415 (2 hours)
MU221	Music Theory I (4 hours)
Pick 2:	HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (6 hours)
Pick 1 pair:	SC221 and SC222 or SC231 and SC232 (5 hours)
Pick 1:	MA241, MA242, or MA243 (3 hours)
Pick 1:	SS223, SS248, SS249, SS324, or SS337 (3 hours)
RP100	Developing a Biblical Worldview (1 hour)

- RP339 Introduction to Philosophy (2 hours)  
 PE110 Lifetime Fitness (1 hour)  
 Pick 2: PE Activities (.5/.5 hour)  
 MU337 Music History & Literature I (3 hours)  
 Music Ensembles (8 hours—2 must be MUPB)

Professional Education Division—49 hours

Missions/Ministry Core—3 hours

- IC111 Introduction to Christian Missions (3 hours)

Common Core—30 hours

- MU213 Music Technology (3 hours)  
 MU215 Worship Leading (2 hours)  
 MU222 Music Theory II (4 hours)  
 MU331 Music Theory III (4 hours)  
 MU334 Basic Conducting (2 hours)  
 Pick 1: MU335 or MU336 (2 hours)  
 MU338 Music History & Literature II (3 hours)  
 MU347 Worship Literature (3 hours)  
 MU443 Music Philosophy & Leadership (2 hours)  
 MU449 Music Internship (1 hour)  
 MUMC Calvary Masterworks Chorus (.5/.5 hour)  
 MUR Senior Recital (1 hour)

Applied—18 hours

- MUGR General Recital (0 hours)  
 Pick 1: MUKP or MUGP (0 hours)  
 MUN Primary Proficiency (10 hours)  
 MUVN Voice (2 hours)  
 Pick 1: MUO or MUP (2 hours)  
 MU Electives (4 hours)

**Total hours for the B.S. degree: 131 hours**

**Worship Arts & Youth Ministry, B.S. Degree**

**Course Requirements**

Biblical Education—32 hours

- BI111 Survey of Old Testament Lit. (4 hours)  
 BI112 Survey of New Testament Lit. (3 hours)  
 BI115 Bible Study/Hermeneutics (3 hours)  
 Pick 1: BI220 or BI224 (3 hours)  
 BI334 Romans (3 hours)  
 BI343 Genesis (3 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

- GE100 College Life Seminar (1 hour)
- COM110 Written Research Practicum (1 hour)
- COM220 Oral Communication (3 hours)
- EN111 Grammatical Analysis (3 hours)
- EN112 College Composition (3 hours)
- Pick 1: EN211, EN222, EN223, or EN415 (2 hours)
- MU221 Music Theory I (4 hours)
- MU222 Music Theory II (4 hours)
- Pick 2: HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (6 hours)
- Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)
- Pick 1: MA241, MA242, or MA243 (3 hours)
- Pick 1: SS223, SS248, SS249, SS324, or SS337 (3 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- RP339 Introduction to Philosophy (2 hours)
- PE110 Lifetime Fitness (1 hour)
- Pick 2: PE Activities (.5/.5 hour)
- MUMC Calvary Masterworks Chorus (.5/.5 hour)
- Music Ensembles (6 hours—2 must be MUPB)

Professional Education—46 hours

## Missions/Ministry Core—3 hours

- IC111 Introduction to Christian Missions (3 hours)

## Major—43 hours

## Youth Ministry Core—19 hours

- CO244 Introduction to Biblical Counseling (3 hours)
- CO340 Biblical Counseling of Youth (3 hours)
- ED221 Teaching Process (3 hours)
- Pick 1: PM331 Expository Preaching I (Men) (3 hours) or COM333 Biblical Communication (Women) (3 hours)
- Pick 1: EM234 or YM329 (2 hours)
- TH340 Theological Foundations of Ministry (3 hours)
- YM235 Principles and Methods of Youth Ministry (2 hours)

## Worship Arts Core—16 hours

- MU213 Music Technology (3 hours)
- MU215 Worship Leading (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)
- MU456 Music & Youth Ministry Field Experience (1 hour)
- MUGR General Recital (0 hours)

## Applied Music—8 hours

Primary Proficiency (6 hours)  
 Secondary Proficiency (2 hours)

**Total hours for the B.S. degree: 128 hours**

### **Worship Arts, A.A. Degree**

#### **Course Requirements**

##### Biblical Education—17 hours

BI111 Survey of Old Testament Lit. (4 hours)  
 BI112 Survey of New Testament Lit. (3 hours)  
 BI115 Bible Study/Hermeneutics (3 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

GE100 College Life Seminar (1 hour)  
 COM110 Written Research Practicum (1 hour)  
 EN111 Grammatical Analysis (3 hours)  
 EN112 College Composition (3 hours)  
 Pick 1: EN211, EN222, EN223, or EN415 (2 hours)  
 MU221 Music Theory I (4 hours)  
 Pick 1: HP221, HP222, HP231, HP232, HP238, HP241, or  
 HP336 (3 hours)  
 Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)  
 Pick 1: MA241, MA242, or MA243 (3 hours)  
 RP339 Introduction to Philosophy (2 hours)  
 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)  
 Music Ensembles (4 hours)  
 Applied Music (4 hours)

**Total hours for the A.A. degree: 67 hours**

### **Music, Minor**

#### **Course Requirements**

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

*Note: A performance area must be chosen.*

**Total hours for Music Minor: 20 hours**

**Worship Arts, One-Year Certificate**

**Course Requirements**

- GE100 College Life Seminar (1 hour)
- BI115 Bible Study / Hermeneutics (3 hours)
- BI220 Life of Christ (3 hours)
- BI111 Survey of Old Testament Literature (4 hours)
- BI112 Survey of New Testament Literature (3 hours)
- RP/TH114 Survey of Theology (3 hours)
- RP100 Developing a Biblical Worldview (1 hour)
- 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)

**Total hours for Worship Arts One-Year Certificate: 32 hours**

**4 year guide for a Bachelor of Music Degree  
Piano Performance and Pedagogy**

*This guide is a plan to complete required classes. See advisor for assistance.*

**Other Music Performance guides available from Music Department**

**Freshman Year**

Fall			Spring		
BI111	Survey of OT Lit.	4 hrs	BI112	Survey of NT Lit.	3 hrs
BI115	Bible Study /Herm	3 hrs	EN112	College Composition	3 hrs
COM100	Written Research Practicum	1 hr	MU221	Music Theory I	4 hrs
EN111	Grammatical Analysis	3 hrs	MUCC	Chorale (or ensemble)	1 hr
GE100	College Life Seminar	1 hr	MUP	Piano	2 hrs
IC111	Intro to Christian Missions	3 hrs	MUGR	General Recital	0 hr
MUCC	Chorale (or ensemble)	1 hr	Pick 1:	Science Option	5 hrs
MUMC	Masterworks Chorus	.5 hr	PE110	Lifetime Fitness	<u>1 hr</u>
MUP	Piano	2 hrs		Total semester hours	19 hrs
MUGR	General Recital	0 hr		Total first year hours	38.5 hrs
RP100	Biblical Worldview	<u>1 hr</u>			
	Total semester hours	19.5 hrs			

### Sophomore Year

Fall	Spring
Pick 1: BI220 (spring) or BI224	MU213 Music Technology
Pick 1: History Option	Pick1: History Option
MU222 Music Theory II	MU331 Music Theory III
MUCC Chorale (or ensemble)	MUCC Chorale (or ensemble)
MUP Piano	MUP Piano
MUGR General Recital	MUGR General Recital
Pick 1: Math Option	TH111 Evangelism/Spiritual Life
MU200 Hymn Playing & Accomp. <u>2 hrs</u>	TH220 Systematic Theology I <u>3 hrs</u>
Total semester hours	Total semester hours
18 hrs	19 hrs
	Total second year hours
	37 hrs

### Junior Year

Fall	Spring
MU332 Music Theory IV	ED350 The Exceptional Child
MU334 Basic Conducting	COM220 Oral Communication
MU337 Music History and Lit I	MU362 Piano Pedagogy II
MU361 Piano Pedagogy I	MUCC Chorale (or ensemble)
MUCC Chorale (or ensemble)	MUO Organ
MUMC Masterworks Chorus	MUP Piano
MUP Piano	MUGR General Recital
MUGR General Recital	Pick 1: PE Activity
TH221 Systematic Theology II <u>3 hrs</u>	Pick 1: SS223, SS248, SS249, SS324,
Total semester hours	SS337
17.5 hrs	3hrs
	TH222 Systematic Theology III <u>3 hrs</u>
	Total semester hours
	17.5 hrs
	Total third year hours
	35 hrs

### Senior Year

Fall	Spring
BI334 Romans	BI343 Genesis
MU367 Piano/Vocal	Pick 1: MU335 or MU336
Collaboration	MUCC Chorale (or ensemble)
MU443 Music Philosophy and	MU338 Music History and Lit II
Leadership	MUP Piano
MU438 Piano Literature	MUGR General Recital
MU465 Piano Ensemble	MUR Senior Recital
MUCC Chorale (or ensemble)	RP339 Intro to Philosophy
MUP Piano	Pick 1: Literature Option <u>2 hrs</u>
MUGR General Recital	Total semester hours
MUO Organ	16 hrs
Pick 1: PE Activity	Total fourth year hours
TH442 Senior Theology <u>1 hr</u>	30.5 hrs
Total semester hours	
14.5 hrs	

**5 year guide for a Bachelor of Music Degree**

**Music Education: K- 12 Vocal/Choral**

*This guide is a plan to complete required classes. See advisor for assistance.*

Other Music Education guides available from Music Department

**Freshman Year**

Fall		Spring		
BI111	Survey of OT Lit	4 hrs	BI112 Survey of NT Lit	3 hrs
BI115	Bible Study /Herm	3 hrs	EN112 College Composition	3 hrs
COM110	Written Research Practicum	1 hr	MU221 Music Theory I	4 hrs
EN111	Grammatical Analysis	3 hrs	MUCC Chorale (or ensemble)	1 hr
GE100	College Life Seminar	1 hr	Pick 1: MUP or MUN Guitar	1 hr
MU120	Diction	2 hrs	MUGR General Recital	0 hr
MUCC	Chorale (or ensemble)	1 hr	PE110 Lifetime Fitness	1 hr
MUMC	Masterworks Chorus	.5 hr	TH111 Evangelism/Spiritual Life	<u>3 hrs</u>
MUV	Voice	1 hr	Total semester hours	16 hrs
MUGR	General Recital	0 hr	Total first year hours	33.5 hrs
RP100	Biblical Worldview	<u>1 hr</u>		
	Total semester hours	17.5 hrs		

**Sophomore Year**

Fall		Spring		
Pick 1:	BI220 (spring) or BI224	3 hrs	ED190 Intro to Teacher Education	2 hrs
IC111	Intro to Christian Missions	3 hrs	Pick 1: History Option	3 hrs
MU222	Music Theory II	4 hrs	MU331 Music Theory III	4 hrs
MU252	Field Experience I	1 hr	MUCC Chorale (or ensemble)	1 hr
Pick 1:	MUP or MUN Guitar	1 hr	MUV Voice	1 hr
MUV	Voice	1 hr	MUGR General Recital	0 hr
MUGR	General Recital	0 hr	Pick 1: Science Option	<u>5 hrs</u>
Pick 1:	Math Option	<u>3 hrs</u>	Total semester hours	16 hrs
	Total semester hours	16 hrs	Total second year hours	32 hrs

**Junior Year**

Fall		Spring		
COM220	Oral Communication	3 hrs	BI343 Genesis	3 hrs
MU334	Basic Conducting	2 hrs	MU213 Music Technology	3 hrs
MU337	Music History and Lit I	3 hrs	MU338 Music History and Lit II	3 hrs
MUCC	Chorale (or ensemble)	1 hr	MUV Voice	1 hr
MUMC	Masterworks Chorus	.5 hr	MUGR General Recital	0 hr
MUV	Voice	1 hr	SS324 Human Growth and Dev	3 hrs
MUGR	General Recital	0 hr	TH221 Systematic Theology II	<u>3 hrs</u>
HP251	Missouri State History	3 hrs	Total semester hours	16 hrs
TH220	Systematic Theology I	<u>3 hrs</u>	Total third year hours	31.5 hrs
	Total semester hours	16.5 hrs		

**Senior Year #1**

Fall		Spring		
BI334	Romans	3 hrs	ED350 The Exceptional Child	2 hrs
ED323	Educational Psychology	3 hrs	ED448 Teaching in Sec School	2 hrs
ED348	Teaching Sec Reading	2 hrs	HP238 United States Government	3 hrs
MU431	Choral Arranging	2 hrs	MU445 Teaching Elem Music	2 hrs
MU443	Music Philosophy and Leadership	2 hrs	MU335 Adv Choral Conducting	2 hrs
MUV	Voice	1 hr	PE247 First Aid & Personal Safety	1 hr
MUGR	General Recital	0 hr	RP339 Intro to Philosophy	<u>2 hrs</u>
TH222	Systematic Theology III	<u>3 hrs</u>	Total semester hours	14 hrs
	Total semester hours	16 hrs	Total second year hours	30 hrs

**Senior Year #2**

Fall		Spring		
ED447	Foundations of Education	3 hrs	ED463 Teaching Portfolio	0 hr
MU437	Choral Literature	2 hrs	MU453 Student Teaching	<u>8 hrs</u>
MU446	Teaching Sec Music	2 hrs	Total semester hours	8 hrs
MU452	Field Experience II	1 hr	Total fifth year hours	21 hrs
ED459	Senior Seminar	1 hr		
MUR	Senior Recital	1 hr		
Pick 1:	Literature Option	2 hrs		
TH442	Senior Theology	<u>1 hr</u>		
	Total semester hours	13 hrs		

**4 year guide for a Bachelor of Science Degree****Worship Arts-Guitar**

*This guide is a plan to complete required classes. See advisor for assistance.*

Other Worship Arts guides available from Music Department

**Freshman Year**

Fall		Spring		
BI111	Survey of OT Lit.	4 hrs	BI112 Survey of NT Lit.	3 hrs
BI115	Bible Study /Herm	3 hrs	EN112 College Composition	3 hrs
COM110	Written Research Practicum	1 hr	MU221 Music Theory I	4 hrs
EN111	Grammatical Analysis	3 hrs	MUCC Chorale (or ensemble)	1 hr
GE100	College Life Seminar	1 hr	MU215 Worship Leading	2 hrs
MUCC	Chorale (or ensemble)	1 hr	Pick 1: Math Option	3 hrs
MUMC	Masterworks Chorus	.5 hr	PE110 Lifetime Fitness	<u>1 hr</u>
MUN	Guitar	2 hrs	Total semester hours	17 hrs
MUGR	General Recital	0 hr	Total first year hours	33.5 hrs
RP100	Biblical Worldview	<u>1 hr</u>		
	Total semester hours	16.5 hrs		

**Sophomore Year**

Fall		Spring			
Pick 1:	BI220 (spring) or BI224	3 hrs	Pick 1: History Option	3 hrs	
IC111	Intro to Christian Missions	3 hrs	MU331	Music Theory III	4 hrs
MU222	Music Theory II	4 hrs	MUPB	Praise Band	1 hr
MUPB	Praise Band	1 hr	MUN	Guitar	2 hrs
MUN	Guitar	2 hrs	MUGR	General Recital	0 hr
MUGR	General Recital	0 hr	TH111	Evangelism/Spiritual Life	3 hrs
Pick 1:	Literature Option	2 hrs	TH220	Systematic Theology I	3 hrs
	MU Electives	<u>2 hrs</u>		MU Electives	<u>2 hrs</u>
	Total semester hours	17 hrs		Total semester hours	18 hrs
				Total second year hours	35 hrs

**Junior Year**

Fall		Spring			
COM220	Oral Communication	3 hrs	BI343	Genesis	3 hrs
MU213	Music Technology	3 hrs	MU338	Music History and Lit II	3 hrs
MU334	Basic Conducting	2 hrs	MUCC	Chorale (or ensemble)	1 hr
MU337	Music History and Lit I	3 hrs	MUN	Guitar	2 hrs
MUCC	Chorale (or ensemble)	1 hr	MUGR	General Recital	0 hr
MUMC	Masterworks Chorus	.5 hr	Pick 1:	MUP or MUO	1 hr
Pick 1:	MUP or MUO	1 hr	Pick 1:	SS223, SS248, SS249, SS324, SS337	3 hrs
MUGR	General Recital	0 hr	TH222	Systematic Theology III	<u>3 hrs</u>
TH221	Systematic Theology II	<u>3 hrs</u>		Total semester hours	16 hrs
	Total semester hours	16.5 hrs		Total third year hours	32.5 hrs

**Senior Year**

Fall		Spring			
Pick 1:	MU335 or MU336	2 hrs	BI334	Romans	3 hrs
Pick 1:	Science Option	5 hrs	MU347	Worship Literature	3 hrs
MU443	Music Philosophy and Leadership	2 hrs	MUCC	Chorale (or ensemble)	1 hr
MU449	Music Internship	1 hr	MUN	Guitar	2 hrs
MUCC	Chorale (or ensemble)	1 hr	MUR	Senior Recital	1 hr
MUVN	Voice	1 hrs	MUVN	Voice	1 hr
MUGR	General Recital	0 hr	MUGR	General Recital	0 hr
Pick 1:	PE Activity	.5 hr	Pick 1:	PE Activity	.5 hr
Pick 1:	History Option	3 hrs	RP339	Intro to Philosophy	<u>2 hrs</u>
TH442	Senior Theology	<u>1 hr</u>		Total semester hours	13.5 hrs
	Total semester hours	16.5 hrs		Total fourth year hours	30 hrs

## 4 year guide for a Bachelor of Science Degree

### Worship Arts & Youth Ministry

*This guide is a plan to complete required classes. See advisor for assistance.*

#### Freshman Year

Fall	Spring
BI111 Survey of OT Lit. 4 hrs	BI112 Survey of NT Lit. 3 hrs
BI115 Bible Study /Herm 3 hrs	EN112 College Composition 3 hrs
COM110 Written Research Practicum 1 hr	MU215 Worship Leading 2 hrs
EN111 Grammatical Analysis 3 hrs	MU221 Music Theory I 4 hrs
GE100 College Life Seminar 1 hr	MU Primary Proficiency 1 hr
Pick 1: Ensemble, Praise Band, Chorale 1 hr	MUGR General Recital 0 hr
MU Primary Proficiency 1 hr	Pick 1: Ensemble, Praise Band, Chorale 1 hr
MUGR General Recital 0 hr	TH111 Evangelism/Spiritual Life <u>3 hrs</u>
MUMC Masterworks Chorus .5 hr	Total semester hours 17 hrs
RP100 Biblical Worldview <u>1 hr</u>	Total first year hours 32.5 hrs
Total semester hours 15.5 hrs	

#### Sophomore Year

Fall	Spring
CO244 Intro to Biblical Counseling 3 hrs	YM235 Principles and Methods of Youth Ministry 2 hrs
Pick 1: History Option 3 hrs	COM220 Oral Communication 3 hrs
IC111 Intro to Christian Missions 3 hrs	Pick 1: History Option 3 hrs
MU222 Music Theory II 4 hrs	Pick 1: Ensemble, Praise Band, Chorale 1 hr
Pick 1: Ensemble, Praise Band, Chorale 1 hr	MU213 Music Technology 3 hrs
MU Primary Proficiency 1 hr	MU Primary Proficiency 1 hr
MUGR General Recital 0 hr	MUGR General Recital 0 hr
Pick 1: Math Option <u>3 hrs</u>	PE110 Lifetime Fitness 1 hr
Total semester hours 18 hrs	TH220 Systematic Theology I <u>3 hrs</u>
	Total semester hours 17 hrs
	Total second year hour 35 hrs

#### Junior Year

Fall	Spring
Pick 1: BI220 (spring) or BI224 3 hrs	ED221 Teaching Process 3 hrs
Pick 1: EM234 or YM329 2 hrs	MU Primary Proficiency 1 hr
MU334 Basic Conducting 2 hrs	MUGR General Recital 0 hr
MUMC Masterworks Chorus .5 hr	Pick 1: Literature Option 2 hrs
MU Primary Proficiency 1 hr	Pick 1: Science Option 5 hrs
MUGR General Recital 0 hr	Pick 1: PE Activity .5 hr
Pick 1: PE Activity .5 hr	TH222 Systematic Theology III <u>3 hrs</u>
Pick 1: SS223, SS248, SS249, S324, SS337 3 hrs	Total semester hours 14.5 hrs
TH221 Systematic Theology II 3 hrs	Total third year hours 30.5 hrs
Pick 1: Ensemble, Praise Band, Chorale <u>1 hr</u>	
Total semester hours 16 hrs	

**Senior Year**

Fall			Spring		
BI334	Romans	3 hrs	BI343	Genesis	3 hrs
MU443	Music Philosophy and Leadership	2 hrs	CO340	Biblical Counseling Of Youth	3 hrs
MU	Secondary Proficiency	1 hr	MU456	Music and Youth Ministry	
MUGR	General Recital	0 hr		Field Experience	1 hr
Pick 1:	Ensemble, Praise Band, Chorale	1 hr	MU	Secondary Proficiency	1 hr
Pick 1:	COM333 (Females) or PS331 (Males)	3 hrs	MUGR	General Recital	0 hr
TH340	Theo. Foundations of Ministry	3 hrs	MU338	Music History and Lit II	3 hrs
TH442	Senior Theology	<u>1 hr</u>	MU347	Worship Literature	3 hrs
	Total semester hours	14 hrs	RP339	Intro to Philosophy	<u>2 hrs</u>
				Total semester hours	16 hrs
				Total fourth year hours	30 hrs

**2 year guide for an Associate's Degree**

**Worship Arts**

*This guide is a plan to complete required classes. See advisor for assistance.*

**Freshman Year**

Fall			Spring		
BI111	Survey of OT Lit.	4 hrs	EN112	College Composition	3 hrs
BI115	Bible Study /Herm.	3 hrs	BI112	Survey of NT Lit.	3 hrs
EN111	Grammatical Analysis	3 hrs	Pick 1:	History Option	3 hrs
COM110	Written Research Pract.	1 hr	TH111	Evangelism/Spiritual Life	3 hrs
GE100	Col. Life Seminar	1 hr	Pick 1:	Literature Option	2 hrs
RP100	Biblical Worldview	1 hr	Pick 1:	Music Ensemble	1 hr
MU213	Music Technology	3 hrs	MU	Applied Music	1 hr
Pick 1:	Music Ensemble	<u>1 hr</u>	MUGR	General Recital	<u>0 hr</u>
	Total semester hours	17 hrs		Total semester hours	16 hrs
				Total first year hours	33 hrs

**Sophomore Year**

Fall			Spring		
Pick1:	Math Option	3 hrs	MU215	Worship Leading	2 hrs
IC111	Intro to Chr. Missions	3 hrs	MU221	Music Theory I	4 hrs
PE110	Lifetime Fitness	1 hr	MU347	Worship Literature	3 hrs
RP/TH114	Survey of Theology	3 hrs	RP339	Intro to Philosophy	2 hrs
Pick 1:	Music Ensemble	1 hr	Pick 1:	Science Option	5 hrs
MU337	Music History & Lit 1	3 hrs	Pick 1:	Music Ensemble	1 hr
MU	Applied Music	2 hrs	MU	Applied Music	1 hr
MUGR	General Recital	<u>0 hr</u>	MUGR	General Recital	<u>0 hr</u>
	Total semester hours	16 hrs		Total semester hours	18 hrs
				Total second year hours	34 hrs

### One Year Worship Arts Certificate Program

*This guide is a plan to complete required classes. See advisor for assistance.*

Fall		Spring			
BI115	Bible Study /Herm.	3 hrs	BI220	Life of Christ	3 hrs
GE100	Col. Life Seminar	1 hr	BI112	Survey of NT Lit.	3 hrs
BI111	Survey of OT Lit.	4 hrs	MU221	Music Theory I	4 hrs
RP/TH114	Survey of Theology	3 hrs	MU215	Worship Leading	2 hrs
RP100	Biblical Worldview	1 hr	MU347	Worship Literature	3 hrs
MU213	Music Technology	3 hrs	MU	Applied Music	1 hr
MU	Applied Music	1 hr	MUGR	General Recital	<u>0hr</u>
MUGR	General Recital	<u>0hr</u>		Total semester hours	16 hrs
	Total semester hours	16 hrs		Total first year hours	32 hrs

## **Professional Directed Studies [PDS] Department**

**Department Chair: Larry Spry, M.Div.**

**Programs (Larry Spry is the Director [Advisor] for the PDS Program):**

- Professional Directed Studies

**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. A list of the pre-approved programs may be obtained from an admissions counselor.

**Objectives:**

- That the student integrates his biblical worldview with his professional major.
- That 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, B.S. Degree**

**Course Requirements**

Biblical Education—32 hours

BI111 Survey of Old Testament Lit. (4 hours)

BI112 Survey of New Testament Lit. (3 hours)

BI115	Bible Study/Hermeneutics (3 hours)
Pick 1:	BI220 or BI224 (3 hours)
BI334	Romans (3 hours)
BI343	Genesis (3 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 Division—49 hours

GE100	College Life Seminar (1 hour)
COM110	Written Research Practicum (1 hour)
COM220	Oral Communication (3 hours)
EN111	Grammatical Analysis (3 hours)
EN112	College Composition (3 hours)
Pick 1:	EN211, EN222, EN223, or EN415 (2 hours)
Pick 1:	MU110 or TA341 (3 hours)
Pick 2:	HP221, HP222, HP231, HP232, HP238, HP241, or HP336 (6 hours)
Pick 1 pair:	SC221 and SC222 or SC231 and SC232 (5 hours)
Pick 1:	MA241, MA242, or MA243 (3 hours)
Pick 1:	SS223, SS248, SS324, or SS337 (3 hours)
RP100	Developing a Biblical Worldview (1 hour)
RP339	Introduction to Philosophy (2 hours)
PE110	Lifetime Fitness (1 hour)
Pick 2:	PE Activities (.5/.5 hour)
General Education Electives (11 hours)	

Professional Education Division—45 hours

Missions/Ministry Core—3 hours

IC111	Introduction to Christian Missions (3 hours)
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Major—30 to 36 hours depending on Major

Open Electives—6 to 12 hours depending on Major

## Theatre Arts Department

**Department Chair: Bobbie Jeffrey, M.A.**

**Programs (Director):**

- Theatre Arts (Bobbie Jeffrey)
- Theatre Arts, Minor (Bobbie Jeffrey)

**Teaching Faculty:**

Bobbie Jeffrey, Megan Baker, Beckie Lucas, Kaleb Krahn (TA), Rachel Maltby (TA), and other Adjunct Faculty & Guest Instructors

**Description:**

The Theatre Arts program is designed to equip students in the academic, performance-related, technical, and spiritual foundations demonstrated through directing church theatrical programs, overseeing all aspects of a theatre ministry, directing theatre in high schools, and developing skilled and disciplined actors.

**Objectives:**

- That 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.
- That 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.
- That the student understands his/her function as a believer-artist to impact the culture and reclaim the art form.
- That the student learns to engage the culture, not to hide from it, particularly in light of the fact that the entertainment industry impacts our culture more powerfully than any other influence in our society today.
- That the student is equipped to inhabit this mission field and minister to and through it with passion and integrity.

**Theatre Arts, B.S. Degree**

**Course Requirements**

Biblical Education—32 hours

BI111	Survey of Old Testament Lit. (4 hours)
BI112	Survey of New Testament Lit. (3 hours)
BI115	Bible Study/Hermeneutics (3 hours)
Pick 1:	BI220 or BI224 (3 hours)
BI334	Romans (3 hours)
BI343	Genesis (3 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

- GE100 College Life Seminar (1 hour)  
 COM110 Written Research Practicum (1 hour)  
 COM220 Oral Communication (3 hours)  
 EN111 Grammatical Analysis (3 hours)  
 EN112 College Composition (3 hours)  
 Pick 1: EN211, EN222, EN223, or EN415 (2 hours)  
 MU110 Fundamentals & Appreciation of Music (3 hours)  
 Pick 2: HP221, HP222, HP231, HP232, HP238, HP241, or  
 HP336 (6 hours)  
 Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)  
 Pick 1: MA241, MA242, or MA243 (3 hours)  
 SS223 General Psychology (3 hours)  
 RP100 Developing a Biblical Worldview (1 hour)  
 RP339 Introduction to Philosophy (2 hours)  
 PE110 Lifetime Fitness (1 hour)  
 Pick 2: PE Activities (.5/.5 hour)  
 General Education Electives (11 hours)

[Note: Student must choose a Music Elective as part of their GE Electives (2-3 hours)]

Professional Education—45 hoursMissions/Ministry Core—3 hours

- IC111 Introduction to Christian Missions (3 hours)

Major—32 hours

- ED350 The Exceptional Child (2 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)  
 TA341 Christ & Creativity (3 hours)  
 Pick 3 TA250, TA251, TA330, TA353, TA361, or TA440 (9 hours)  
 TA Electives —4 hours

Open Electives—10 hours

**Total hours for the Bachelors degree: 126 hours**

**Theatre Arts, Minor****Course Requirements**

- 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.*

**Total hours for Theatre Arts Minor: 21 hours**

**4 year guide for a Bachelor of Science Degree**

**Theatre Arts**

*This guide is a plan to complete required classes. See advisor for assistance.*

**Freshman Year**

Fall		Spring	
BI111	Survey of OT Lit. 4 hrs	EN112	College Composition 3 hrs
BI115	Bible Study /Herm. 3 hrs	BI112	Survey of NT Lit. 3 hrs
COM110	Written Research Pract. 1 hr	TA252	Theatre Practicum 1 hr
EN111	Grammatical Analysis 3 hrs	TA233	Theatre History & Lit. 3 hrs
GE100	Col. Life Seminar 1 hr	TH111	Evangelism/Spiritual Life 3 hrs
IC111	Intro to Chr. Missions 3 hrs	MU110	Fund and Appreciation of Music <u>3 hrs</u>
RP100	Biblical Worldview 1 hr		Total semester hours 16 hrs
TA221	Chapel Theatre <u>1 hr</u>		Total first year hours 33 hrs
	Total semester hours 17 hrs		

**Sophomore Year**

Fall		Spring	
Pick 1:	BI220 (spring) or BI224 3 hrs	COM220	Oral Communication 3 hrs
Pick 1:	History Option 3 hrs	Pick 1:	History Option 3 hrs
Pick 1:	Math Option 3 hrs	Pick 1:	Science Option 5 hrs
PE110	Lifetime Fitness 1 hr	Pick 1:	PE Activity .5 hr
TA225	Acting I 3 hrs	TA226	Acting II <u>3 hrs</u>
TH220	Systematic Theology I <u>3 hrs</u>		Total semester hours 14.5 hrs
	Total semester hours 16 hrs		Total second year hours 30.5 hrs

**Junior Year**

Fall		Spring	
BI334	Romans 3 hrs	BI343	Genesis 3 hrs
TA341	Christ and Creativity 3 hrs	Pick 1:	PE Activity .5 hr
TA340	Directing 3 hrs	RP339	Intro to Philosophy 2 hrs
TH222	Systematic Theology III 3 hrs	Pick 1:	Theatre Option 3 hrs
Pick 1:	Theatre Option 3 hrs	SS223	General Psychology 3 hrs
	Open Electives <u>2 hrs</u>		TA Electives 2 hrs
	Total semester hours 17 hrs		Open Electives <u>2 hrs</u>
			Total semester hours 15.5 hrs
			Total third year hours 32.5 hrs

**Senior Year**

Fall		Spring		
TH221	Systematic Theology II	3 hrs	Pick 1: Theatre Option	3 hrs
TH442	Senior Theology	1 hr	TA Elective	2 hrs
ED350	The Exceptional Child	2 hrs	General Ed Electives	6 hrs
Pick 1:	Literature Option	2 hrs	Open Electives	<u>3 hrs</u>
	General Ed Electives	5 hrs	Total semester hours	14 hrs
	Open Electives	<u>3 hrs</u>	Total fourth year hours	30 hrs
	Total semester hours	16 hrs		

## 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.

### Objectives

- That the student demonstrates the Christian character qualities necessary for an effective ministry.
- That the student builds a solid foundation of ministry-related knowledge.
- That the student be able to communicate effectively in varied ministry settings.
- That the student acquire the ministry skills needed to adequately serve in a ministry that requires training from two academic minors.

### \*Advanced Biblical Studies, Minor

#### Course Requirements

- |         |  |
|---------|--|
| BI/TH   | Bible or Theology Electives (10 hours) |
| BI459   | Advanced Hermeneutics (2 hours)        |
| ED221   | Teaching Process (3 hours)             |
| RP339   | Introduction to Philosophy (2 hours)   |
| RP346   | Apologetics (2 hours)                  |
| Pick 1: | RP444 or RP445 (1 hour)                |

*Note: HP336 Church History is required as part of the history electives.*

**Total hours for Advanced Biblical Studies Minor: 20 hours**

### \*Biblical Counseling, Minor

#### Course Requirements

- |         |   |
|---------|---|
| CO244   | Introduction to Biblical Counseling (3 hours) |
| Pick 1: | SS249 or CO Electives (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)           |
| RP341   | Ethics (2 hours)                              |

**Total hours for Biblical Counseling Minor: 20 hours**

### \*Intercultural Studies, Minor

#### Course Requirements

- |       |   |
|-------|---|
| IC320 | History of Missions (2 hours)                           |
| IC346 | Contemporary Issues of Intercultural Ministry (2 hours) |
| IC434 | Intercultural Church Planting (2 hours)                 |
| IC446 | Practical Relations of Intercultural Ministry (3 hours) |
| IC453 | Intercultural Studies Internship (3 hours)              |
| IC459 | Senior Seminar – Intercultural Studies (3 hours)        |

- RP330 World Religions (2 hours)  
 SS337 Cultural Anthropology (3 hours)  
 IC Electives (2 hours)

**Total hours for Intercultural Studies Minor: 22 hours**

**\*Music, Minor**

**Course Requirements**

- 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

*Note: A performance area must be chosen.*

**Total hours for Music Minor: 20 hours**

**\*Pastoral Ministry, Minor**

**Course Requirements**

- CO244 Introduction to Biblical Counseling (3 hours)  
 CO432 Crisis Counseling (3 hours)  
 PM331 Expository Preaching I (3 hours)  
 PM332 Expository Preaching II (3 hours)  
 TH340 Theological Foundations for Ministry (3 hours)  
 PM446 Pastoral Life & Ministry (3 hours)  
 PM453 Pastoral Internship (3 hours)  
 PM459 Pastoral Ministry Project (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.*

**Total hours for Pastoral Ministry Minor: 24 hours**

**\*Personal Training, Minor**

**Course Requirements**

- 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)

**Total hours for Personal Training Minor: 20 hours**

**\*Theatre Arts, Minor**

**Course Requirements**

- 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.*

**Total hours for Theatre Arts Minor: 21 hours**

**\*Youth Ministry, Minor**

**Course Requirements**

- CO244 Introduction to Biblical Counseling (3 hours)
- CO340 Biblical Counseling of Youth (3 hours)
- EM234 Christian Education of Youth (2 hours)
- EM322 Administrative Process (3 hours)
- EM330 Education 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)

**Total hours for Youth Ministry Minor: 20 hours**

**\*Women’s Ministry, Minor**

**Course Requirements**

- SS220 Spiritual Formation for Women (3 hours)
- WM210 Introduction to Women’s Ministry (3 hours)
- WM220 Women’s Ministry Methodology (3 hours)
- COM333 Biblical Communications (3 hours)
- WM320 Mentoring Women (3 hours)
- WM410 Women and Leadership (3 hours)
- WM420 Women’s Ministry Issues (3 hours)

**Total hours for Women’s Ministry Minor: 21 hours**

**Interdisciplinary Studies**

**Course Requirements for the B.S. Degree**

**Biblical Education—32 hours**

- BI111 Survey of Old Testament Lit. (4 hours)
- BI112 Survey of New Testament Lit. (3 hours)
- BI115 Bible Study/Hermeneutics (3 hours)
- Pick 1: BI220 or BI224 (3 hours)
- BI334 Romans (3 hours)
- BI343 Genesis (3 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

GE100 College Life Seminar (1 hour)

COM110 Written Research Practicum (1 hour)

COM220 Oral Communication (3 hours)

EN111 Grammatical Analysis (3 hours)

EN112 College Composition (3 hours)

Pick 1: EN211, EN222, EN223, or EN415 (2 hours)

Pick 1: MU110 or TA341 (3 hours)

Pick 2: HP221, HP222, HP231, HP232, HP238, HP241, or  
HP336 (6 hours)

Pick 1 pair: SC221 and SC222 or SC231 and SC232 (5 hours)

Pick 1: MA241, MA242, or MA243 (3 hours)

Pick 1: SS223, SS248, SS249, SS324, or SS337 (3 hours)

RP100 Developing a Biblical Worldview (1 hour)

RP339 Introduction to Philosophy (2 hours)

PE110 Lifetime Fitness (1 hour)

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

General Education Electives (11 hours)

Professional Education—45 hours

Missions/Ministry Core—3 hours

IC111 Introduction to Christian Missions (3 hours)

Major

Add two minors from the \* listed above. (Note: some general education requirements may be changed depending on minors selected)

## **Non-Traditional Studies Department**

**Department Chair: Mike Piburn, M.S.**

**Programs (Mike Piburn is the Director [Advisor] for the NTS Program):**

- Excel Advanced Biblical Studies
- Excel Biblical Counseling
- Excel Business Administration: Management
- Excel Business Administration: Marketing
- Excel Children's Ministry\*\*
- Excel Intercultural Studies
- Excel Organizational Leadership
- Excel Pastoral Ministry\*
- Excel Professional Directed Studies [PDS]
- Excel Urban Studies
- Excel Worship Arts–Piano
- Excel Worship Arts–Voice
- Excel Worship Arts–Guitar
- Excel Worship Arts & Youth Ministry
- Excel Youth Ministry
- Bridge Biblical Studies, Associate
- Bridge Children's Ministry, Associate\*\*
- Bridge Worship Arts, Associate
- Women's Ministry, Minor (Rose H. Hennes)
- Gateway Bible Track, One-Year Certificate
- Gateway Life Track, One-Year Certificate
- Gateway Worship Arts, One-Year Certificate

### **Teaching Faculty:**

Mike Piburn, Dr. Teddy Bitner, Dr. Tom Bonine, Dr. Mike Dodds, Bill Gibbs, Rose H. Hennes, Aaron Heath, Victor "Skip" Hessel, Damon Horton, Bobbie Jeffrey, John Klaassen, Dr. David Martin, Anthony Mickelson, Dr. Keith Miller, Patricia Miller, Jeanette Regier, Ken Rogers, Bill Schlacks, Barry Settle, Tim Smith, Dr. Tom Stolberg, Cory Trowbridge, David Wile, Joel Williamson, and other Adjunct Faculty

### **Description:**

The Non-Traditional Studies Department provides college courses in a non-traditional format to allow adult students to complete their degree. Intensive courses, External Studies, and Online courses are designed to allow the non-traditional student to work full time while earning a degree.

Non-traditional students complete a General Education core within the context of biblical truth and a Christian worldview, a common core of courses, and a professional major core.

**Objectives:**

- That the student integrates his/her biblical worldview with his/her professional major.
- That the student acquires the indispensable skills in his/her chosen field essential for a successful career in secular and Christian arenas.

**Special Requirements:**

- Entry into the Excel 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.
- External Studies courses require students to be degree-seeking and have a cumulative GPA of 2.5 or higher unless prior approval is obtained from the Academic Curriculum Committee.
- Before students make take online courses, an Ability Assessment must be taken and the Assessment confirmation brought to the NTS Office.
- Portfolio credit may be available for Excel Degrees.

\*In keeping with Calvary's doctrinal conviction that the New Testament teaches that only men be ordained to the ministry, only men are accepted into and may graduate from the Pastoral Ministry major (1 Timothy 2:8-3:7). Furthermore, it is also Calvary's doctrinal conviction that the New Testament teaches that men who are ordained to the ministry are to be "the husband of one wife" (1 Timothy 3:1-7; Titus 1:5-9). Thus, only men who have been married once (widowers excepted) or who have never been married, are accepted into and may graduate from the Pastoral Ministry major. However, a man who is divorced may take Pastoral Ministry courses as elective hours in another major.

\*\*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 a Bible College. 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.

**Bible and Theology Requirements for the Baccalaureate Degree\***

- BI111A Survey of Old Testament Lit. I (3 hours)
- BI111B Survey of Old Testament Lit. II (3 hours)
- BI112 Survey of New Testament Lit. (3 hours)
- TH220 Systematic Theology I (3 hours)
- TH221 Systematic Theology II (3 hours)
- TH222 Systematic Theology III (3 hours)
- BI/TH Electives (18 hours)

**Total credit hours required are at least 36**

*\*Some majors have additional Bible and Theology requirements to align with their program objectives.*

**Bible and Theology Requirements for the Associate Degree**

- BI111A Survey of Old Testament Lit. I (3 hours)
- BI111B Survey of Old Testament Lit. II (3 hours)
- BI112 Survey of New Testament Lit. (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**

**Bible and Theology Requirements for the 1-Year Certificate**

- BI111A Survey of Old Testament Lit. I (3 hours)
- BI111B Survey of Old Testament Lit. II (3 hours)
- BI112 Survey of New Testament Lit. (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.

**General Education Requirements for the Baccalaureate Degree\***

- HP336 Church History (3 hours)
- PE111 Fitness & Wellness (3 hours)
- RP339 Introduction to Philosophy (3 hours)
- SS249 Conflict Resolution (3 hours)
- English (6 hours)
- Fine Arts (3 hours)
- Literature (3 hours)
- Math (3 hours)
- Science (6 hours)
- General Education Electives (6 hours)

**Total credit hours required are at least 39**

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

**General Education Requirements for the Associate Degree\***

- HP336 Church History (3 hours)
- RP339 Introduction to Philosophy (3 hours)
- English (6 hours)
- Fine Arts (3 hours)
- Literature (3 hours)

Math (3 hours)

Science (6 hours)

**Total credit hours required are at least 27**

**Common Professional Core for the Baccalaureate Degree (Excel)**

COM311 Group Decision Making (3 hours)

EX264 Portfolio (3 hours)

IC111 Introduction to Christian Missions (3 hours)

SS311 Goals, Priorities & Attitudes (3 hours)

**Total credit hours required are 12**

**Excel Advanced Biblical Studies**

**Major Course Requirements for the B.S. Degree**

TH111 Evangelism/Spiritual Life (3 hours)

BI115 Bible Study/Hermeneutics (3hours)

Pick 1: BI220 or BI224 (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)

**Excel Business Administration**

**Major Course Requirements for the B.S. Degree**

AC211 Introduction to Accounting (3 hours)\*

AC335 Accounting for Managers (3 hours)

OL343 Organizational Marketing & Sales (3 hours)

OL435 Organizational Behavior (3 hours)

OL447 Legal Implications of Business (3 hours)

BU205 Business Information Systems (3 hours)

BU305 Business Statistics (3 hours)

AC313 Cost Accounting (3 hours)

BU340 Business Problems & Policies (3 hours)

BU445 Financial Management (3 hours)

Choose an Emphasis—15 hours

Management Emphasis

OL405 Teams & the Work Process (3 hours)

OL446 Leading & Managing (3 hours)

OI448 Cutting Issues in Management (3 hours)

BU330 Essentials of Management (3 hours)

BU350 Human Resources Management (3 hours)

Marketing Emphasis

OL334 Non-Profit Marketing (3 hours)

OL405 Teams & the Work Process (3 hours)

- BU332 Marketing Principles (3 hours)
- BU350 Human Resource Management (3 hours)
- BU430 Marketing Research (3 hours)

**Excel Biblical Counseling**

**Major Course Requirements for the B.S. Degree**

- 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 (6 hours)

**Excel Children’s Ministry\***

**Major Course Requirements for the B.S. Degree**

- CM202 Teaching Children Effectively 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 or TT401 (2 hours)\*
- CO244 Introduction to Biblical Counseling (3 hours)
- ED350 The Exceptional Child (2 hours)
- IT251 Technology & Media in Education (2 hours)
- EM231 Christian Education of Children (2 hours)
- EM322 Administrative Process (3 hours)

*\*Courses taken through Children’s Ministries Institute*

**Excel Intercultural Studies**

**Major Course Requirements for the B.S. Degree**

- BI238 Acts (3 hours)
- IC335 Intercultural Evangelism (3 hours)
- IC341 Intercultural Communication (3 hours)
- IC346 Contemporary Issues in Intercultural Studies (3 hours)
- IC434 Intercultural Church Planting (3 hours)
- IC446 Practical Relations of Intercultural Ministry (3 hours)
- IC459 Senior Seminar – Intercultural Studies (3 hours)
- RP/TH330 World Religions (3 hours)
- TH346 Apologetics (3 hours)

IC Electives—9 hours

Professional Education Electives—3 hours

**Excel Organizational Leadership****Major Course Requirements for the B.S. Degree**

- OL311 Foundations of Organizational Leadership (3 hrs)
- OL333 Case Studies in Leadership (3 hours)
- OL435 Organizational Behavior (3 hours)
- OL443 Strategic Management (3 hours)
- OL446 Leading and Managing (3 hours)
- AC211 Introduction to Accounting (3 hours)
- AC335 Accounting for Managers (3 hours)
- BU350 Human Resources Management (3 hours)
- RP/TH341 Ethics (3 hours)

Professional Education Electives—12 hours

**Excel Pastoral Ministry****Major Course Requirements for the B.S. Degree**

- 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)
- TH340 Theological Foundations for Ministry (3 hours)
- CO244 Introduction to Biblical Counseling (3 hours)
- Pick 1: CO345 or CO432 (3 hours)
- EM322 Administrative Process (3 hours)

Professional Education Electives—12 hours

**Excel Professional Directed Studies [PDS]****Major Course Requirements for the B.S. Degree**

*Dependent upon major selected – See Advisor*

**Excel Urban Ministry****Major Course Requirements for the B.S. Degree**

- UM281 Introduction to Urban Ministry (3 hours)
- UM382 Urban Apologetics (3 hours)
- UM384 Urban Evangelism & Discipleship (3 hours)
- UM441 Urban Church Planting (3 hours)
- UM453 Urban Project/Internship (3 hours)
- CO244 Introduction to Biblical Counseling (3 hours)
- CO247 Counseling Cross-Culturally (3 hours)
- CO432 Crisis Counseling (3 hours)
- TH340 Theological Foundations for Ministry (3 hours)

Professional Education Electives—12 hours

**Excel Worship Arts – Piano**

**Major Course Requirement for the B.S. Degree**

- 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 or MU336 (2 hours)
- MU338 Music History & Literature II (3 hours)
- MU347 Worship Literature (3 hours)
- MU443 Music Philosophy & Leadership (2 hours)
- MUPB Praise Band (2 hours [course 1 hr, take twice])
- MUR Senior Recital (1 hour)
- MU449 Music 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.

Emphasis: Applied Keyboard–16 hours

- MU200 Hymn Playing & Accompanying (2 hours)
- MU361 Piano Pedagogy I (2 hours)
- MUGR General Recital (0 hours)
- Pick 1: MUP, MUO, or MU362 (2 hours)
- MUP Primary Proficiency (8 hours)
- MUV Voice (2 hours)

**Excel Worship Arts–Voice**

**Major Course Requirement for the B.S. Degree**

- 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 or MU336 (2 hours)
- MU338 Music History & Literature II (3 hours)
- MU347 Worship Literature (3 hours)
- MU443 Music Philosophy & Leadership (2 hours)

MUPB	Praise Band (2 hours [course 1 hr, take twice])
MUR	Senior Recital (1 hour)
MU449	Music 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.

Emphasis: Applied Voice – 16 Hours

MU120	Diction (2 hours)
MU371	Vocal Pedagogy (2 hours)
MUGR	General Recital (0 hours)
Pick 1:	MUKP or MUGP (0 hours)
Pick 1:	MUP, MU150/ MU151, or MUN (Guitar) (2 hours)
MUVM	Primary Proficiency (8 hours)
Pick 1:	MU372, MU431, MU432, or MU437 (2 hours)

### **Excel Worship Arts – Guitar**

#### **Major Course Requirement for the B.S. Degree**

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 or MU336 (2 hours)
MU338	Music History & Literature II (3 hours)
MU347	Worship Literature (3 hours)
MU443	Music Philosophy & Leadership (2 hours)
MUPB	Praise Band (2 hours [course 1 hr, take twice])
MUR	Senior Recital (1 hour)
MU449	Music 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.

Emphasis: Applied Guitar–16 Hours

MUGR General Recital (0 hours)

Pick 1: MUKP or MUGP (0 hours)

Pick 1: MUO or MUP (2 hours)

MUN Primary Proficiency (8 hours)

MUV Voice (2 hours)

MU Electives (4 hours)

## **Worship Arts & Youth Ministry**

### **Major Course Requirements for the B.S. Degree**

Worship Arts Core–28 Hours

MU213 Music Technology (3 hours)

MU215 Worship Leading (2 hours)

MU222 Music Theory II (2 hours)

MU222 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)

MU456 Music and Youth Ministry Field Experience (1 hour)

Applied Music

MU Primary Proficiency (6 hours)

MU Secondary Proficiency (2 hours)

Youth Ministry Core–21 Hours

CO244 Introduction to Biblical Counseling (3 hours)

CO340 Biblical Counseling of Youth (3 hours)

EM234 Christian Education of Youth (2 hours)

EM322 Administrative Process (3 hours)

YM233 Principles & Methods Youth Ministry (2 hours)

YM439 Practical Youth Ministry Applications (2 hours)

TH340 Theological Foundations of Ministry (3 hours)

Pick 1: PM331 Expository Preaching I (Men) (3 hours) or

COM333 Biblical Communication (Women) (3 hours)

MU221A & MU221B Music Theory I (each 2 hours) meets the Fine Arts requirement in General Education.

MUPB Praise Band (2 hours) and MU Ensembles (4 hours) meets the General Education electives.

## **Excel Youth Ministry**

### **Major Course Requirements for the B.S. Degree**

CO244 Introduction to Biblical Counseling (3 hours)

CO340 Biblical Counseling of Youth (3 hours)

CO432 Crisis Counseling (3 hours)

EM234 Christian Education of Youth (2 hours)

- EM322 Administrative Process (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)  
 TH340 Theological Foundations for Ministry (3 hours)  
 Pick 1: PM331 Expository Preaching I (Men) (3 hours) or  
 COM333 Biblical Communication (Women) (3 hours)

Professional Education Electives—12 hours

### Bridge Biblical Studies

#### Course Requirements for A.A. Degree

- IC111 Introduction to Christian Missions (3 hours)  
 BI/TH Electives (18 hours)

### Bridge Children's Ministry

#### Course Requirements for the A.A. Degree

- IC111 Introduction to Christian Missions (3 hours)  
 CM202 Teaching Children Effectively I (2 hours)\*  
 CM203 Teaching Children Effectively 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)\*  
 Pick 1: TT301 or TT401 (2 hours)\*  
 ED350 The Exceptional Child (2 hours)  
 IT251 Technology & Media in Education (2 hours)

\* *Classes taken at Children's Ministries Institute*

**Total Hours for the A.A. Children's Ministry Degree: 67 Hours**

### Bridge Worship Arts

#### Course Requirements for the A.A. Degree

- IC111 Introduction to Christian Missions  
 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)

**Total Hours for the A.A. Worship Arts Degree: 68 Hours**

**Women's Ministry, Minor**

**Course Requirements**

- SS220 Spiritual Formation for Women (3 hours)
- WM210 Introduction to Women's Ministry (3 hours)
- WM220 Women's Ministry Methodology (3 hours)
- COM333 Biblical Communications (3 hours)
- WM320 Mentoring Women (3 hours)
- WM410 Women and Leadership (3 hours)
- WM420 Women's Ministry Issues (3 hours)

**Gateway Worship Arts, One-Year Certificate**

**Course Requirements**

- 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)



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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.
- “E” courses are external courses offered on a semester basis and involve directed study by professors out of the classroom.
- “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)**

**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)

### **BI111 Survey of Old Testament Literature (T-4 hrs)**

**4 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.

**BI111A Survey of Old Testament Literature I (I-3 hrs; E-3 hrs) 3 hours**

An intensive overview of the historical books of the Old Testament (Genesis to Esther). 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.

**BI111B Survey of Old Testament Literature II (I-3 hrs; E-3 hrs) 3 hours**

An intensive overview of the Old Testament poetic, wisdom, and prophetic literature (Job to Malachi). 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.

**BI112 Survey of New Testament Literature (T-3 hrs; I-3 hrs; E-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.

**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.

**BI220 Life of Christ (T-3 hrs; N-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; E-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)** **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; E-3 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 you with a theological interpretation of these historical books and help you know how to draw out and teach relevant life applications for today from these narrative accounts.
- 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.
- BI316 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.
- 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.

**BI341 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.

**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)****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 (T-2 hrs; 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.

**BI393 The Parables of Jesus (E-3 hrs)****3 hours**

This course surveys methods of interpreting the major narrative parables of Jesus and adopts an eclectic model drawing on the best insights of each of the methods. Conclusions are drawn concerning the theological significance of each parable and their application to life.

**BI397 James (E-3 hrs)****3 hours**

An individualized study of the Epistle of James using the Institute of Theological Studies materials. The study includes a brief introduction to the General Epistles and an introduction and exposition of the Epistle of James with a concentration on the practical message of James and certain problem passages.

**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; E-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 class covers the issues of exegetical analysis and exposition, building on the hermeneutical principles learned in the previous class. The principles of historical, grammatical, and rhetorical interpretation will comprise the major portion of the class 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; E-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 CO 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 (T-3 hrs; I-3 hrs) 3 hours**

This course is a study of cultural issues related to cross-cultural biblical counseling. Cultural self-awareness, ethnic group characteristics, cultural traditions and changes will be examined. The effect culture and cultural bias can have on counseling will be considered. (Prerequisite: CO244)

**CO249 Biblical Counseling Conference (T-3 hrs; I-3 hrs) 3 hours**

The student will attend an approved Biblical Counseling conference, such as the National Association of Nouthetic Counselor's (NANC) annual 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. (Prerequisite: CO244. Fee: Shared costs for transportation, food, lodging, and registration.)

**CO326 Biblical Counseling of Addictions (T-3 hrs; 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)

**CO340 Biblical Counseling of Youth (T-3 hrs; 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 (I-3 hrs)****3 hours**

This course will include many aspects of establishing a Biblical Counseling Center. Consideration will be given to development and training of a biblical counseling team, policies and procedures, and some legal aspects. Working independently or with a local church or para church organization will be evaluated. (Prerequisite: CO244)

**CO345 Marriage and Family Counseling (T-3 hrs; I-3 hrs)****3 hours**

This course is an in-depth consideration of premarital and marital counseling. The preparation for marriage and the experience of family life is the focus. The course will examine impediments to family life from a biblical perspective. (Prerequisite: CO244)

**CO346 Biblical Counseling 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 Nontraditional Family (I-3 hrs)****3 hours**

This course will examine the nontraditional family units created by death, divorce, and remarriage as well as the mature single adult. The family also facing fertility issues will be considered. Skills necessary for effectively counseling non-traditional families will be included. (Prerequisite: CO244 and CO345)

**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 and scriptural basis for crisis, trauma, loss, and grief, and the processes they represent and how and when they occur. (Prerequisite: CO244)

**CO436 Death, Dying, and Grief Counseling (T-3 hrs; I-3 hrs)****3 hours**

This course is designed to help the student understand the various dynamics of death, dying, and grief through the conscientious study of God's Word. (Prerequisite: CO244)

**CO438 Substance Abuse (I-3 hrs)****3 hours**

The course is designed to provide a 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)

**CO449 Senior Counseling Project (O-3 hrs)****3 hours**

This course will assess the student's cumulative theological and counseling understand through the development of written statements in response to a series of questions provided for the student. The student will also be required to develop a personal philosophy of counseling consistent with a biblical worldview. (Admission by permission of the Biblical Counseling Department Chair)

**CO453 Biblical 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 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.)

**BIBLICAL LANGUAGES (BL)****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 EN111 level; concurrent enrollment in EN111 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)

**BL474 Hebrew Narrative (T-4 hrs)****4 hours**

Building on the skills developed in other Hebrew classes, this course introduces the exegesis of Old Testament narrative, with a special focus on the function of verbs and clauses in plot development. Applying a consistent exegetical approach, the student reads and analyzes selected Old Testament stories. (Prerequisite: BL472 or equivalent. Fee \$20)

**BL475 Hebrew Poetry (T-4 hrs)****4 hours**

Building on the skills developed in other Hebrew classes, this course introduces the exegesis of Old Testament poetry, with a special focus on textual criticism and lexical studies. Applying a consistent exegetical approach, the student reads and analyzes various genres of psalms, explaining their parallelism and figures of speech. (Prerequisite: BL472 or equivalent. Fee \$20)

**BL476 Hebrew Exegesis [Selected Subjects] (T-4 hrs)****4 hours**

Building on the skills developed in other Hebrew classes, this course defines a philosophy of exegesis that integrates historical, cultural, and literary research with lexical, grammatical, and syntactic analysis. The student hones his skills by identifying the author's intended meaning of selected passages as well as their theological and practical significance. Note: since this course analyzes a different Old Testament portion each time, the course may be repeated for credit. (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)****3 hours**

The 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)

**BU330 Essentials of Management (I-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)****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**

The 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 non-profit 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)

**BU450 Legal Aspects of Human Resources (I-3 hrs) 3 hours**

The 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

**COM110 Written Research Practicum (T-1 hr) 1 hour**

Through the use of lecture, demonstration, and hands-on experience, the student will be introduced to Microsoft Word and how to write a research paper in Turabian style. A brief overview of a Bible program is also included. (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: EN111. Fee: \$15)

**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. This is an introductory course to communication. 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 is an introductory course 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)

**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 teaching. This course includes an introduction to the teacher education program and the teacher education handbook.

**ED221 Teaching Process (T-3 hrs) 3 hours**

A study of teaching methods, materials, and media with emphasis on sound principles of instruction, the writing of objectives for teaching, preparation of lesson plans, and the use of audiovisual media.

**ED241 Technology for Teachers (T-3 hrs) 2 hours**

In this course students will learn how to integrate instructional technology into elementary and secondary classrooms. Students will study a variety of software programs, presentation technology, and telecommunication tools. 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 advisor)

**ED252EL Field Experience I (O-1 hr) 1 hour**

This course consists of observation and participation in the ongoing teaching/learning situations in an elementary classroom. Students are assigned to local schools where they observe the teacher for one week in the elementary classroom. (To be taken sophomore year. Prerequisite: ED190 or permission from the Education Department advisor)

**ED252SE Field Experience I (O-1 hr) 1 hour**

This course consists of observation and participation in the ongoing teaching/learning situations in a secondary classroom. Students are assigned to local schools where they observe the teacher for one week in the secondary classroom. (To be taken sophomore year. Prerequisite: ED190 or permission from the Education Department advisor)

**ED323 Educational Psychology (T-3 hrs) 3 hours**

This course is a 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 advisor)

**ED340 Teaching Elementary Social Studies (T-2 hrs) 2 hours**

A survey of basic social studies principles and practices which relate to students in the elementary years. Consideration is given to the methodology of teaching, construction of units of study, and taking field trips. (Prerequisite: ED190 or permission from the Education Department advisor)

**ED341 Teaching Elementary Reading (T-3 hrs) 3 hours**

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 grades. (Prerequisite: ED190 or permission from the Education Department advisor)

**ED342 Teaching Elementary Language Arts (T-2 hrs) 2 hours**

The language arts (listening, speaking, writing, spelling, etc.) will be studied relative to objectives, methods of instruction, classroom activities, teaching materials, etc., as they would be used in an elementary classroom. (Prerequisite: ED190 or permission from the Education Department advisor)

**ED343 Teaching Elementary Literature (T-2 hrs) 2 hours**

This course is a survey of children's books with an emphasis on analysis of the worldview presented. (Prerequisite: ED190 or permission of the Education Department advisor)

**ED344 Teaching Elementary Science (T-2 hrs) 2 hours**

This course prepares pre-service teachers to teach science concepts commonly developed in the elementary grades, with a special emphasis on use of materials, field trips, experiments, laboratory and other activities. (Prerequisite: ED190 or permission of the Education Department advisor)

**ED345 Teaching Elementary Arithmetic (T-2 hrs) 2 hours**

This course covers the basic fundamental operations of arithmetic and how to teach them in the elementary school with special emphasis upon teaching methods and materials. (Prerequisite: ED190 or permission from the Education Department advisor)

**ED346 Teaching Elementary Art (T-2 hrs) 2 hours**

This course is designed to prepare the pre-service teacher to teach art to students in the elementary grades. The course covers the utilization of arts and crafts with emphasis on acquisition of materials, instructional techniques, and development of creativity. (Prerequisite: ED190 or permission of the Education Department advisor)

**ED347EL Teaching Elementary Bible (T-2 hrs) 2 hours**

A study of teaching methods, curriculum materials, and audiovisual media available for teaching the Bible in a Christian elementary school. (Prerequisite: ED190 or permission from the Education Department advisor)

**ED347SE Teaching Secondary Bible (T-2 hrs) 2 hours**

A study of teaching methods, curriculum materials, and audiovisual media available for teaching the Bible in a Christian secondary school. (Prerequisite: ED190 or permission from the Education Department advisor)

**ED348 Teaching Secondary Reading (T-2 hrs) 2 hours**

This introductory course is designed to help pre-service teachers learn how to help secondary school students improve the literacy skills necessary for the comprehension of written content materials. The student will concentrate on curriculum, methods, and techniques specific to his/her subject area concentration. (Prerequisite: ED190 or permission from the Education Department advisor)

**ED349 Tests and Measurements (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 advisor)

**ED350 The Exceptional Child (T-2 hrs; E-2 hrs) 2 hours**

This is an introduction to human exceptionality and the field of special education. This survey course examines the diverse needs of students with varying abilities and how educators can make accommodations and modifications for individual differences in the least restrictive environment. (Prerequisite: ED190 or permission from the Education Department advisor; no prerequisite for non-education majors)

**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 advisor)

**ED444 Classroom Management (T-2 hrs) 2 hours**

A course for education majors that covers the basics of classroom management, including how to organize the classroom for maximum learning plus the basics of discipline in the classroom. (Prerequisite: ED190 or permission from the Education Department advisor)

**ED445 Reading Assessment & Remediation (T-3 hrs) 3 hours**

This course teaches 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 advisor)

**ED447 Foundations of Education (T-3 hrs) 3 hours**

A survey of the philosophical, historical, sociological, and legal foundations of elementary and secondary education in the United States. The student is required to formulate a personal philosophy of education consistent with biblical theism. (Prerequisite: ED190 or permission from the Education Department advisor)

**ED448 Teaching in the Secondary School (T-2 hrs) 2 hours**

This is a general methods course to be taken by those who plan to teach on the secondary level. 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 advisor)

**ED452EL Field Experience II (O-1 hr) 1 hour**

This course consists of one week of involvement in an elementary classroom. Students observe a qualified teacher and participate in a variety of activities to become familiar with the total school experience. (To be taken junior year. Prerequisites: ED190 and ED252EL)

**ED452SE Field Experience II (O-1 hr) 1 hour**

This course consists of one week of involvement in a secondary classroom. Students observe a qualified teacher and participate in a variety of activities to become familiar with the total school experience. (To be taken junior year. Prerequisites: ED190 and ED252SE)

**ED453EL Student Teaching (O-8 hrs) 8 hours**

This course is the culmination of the elementary education program. The emphasis of this course is classroom teaching. For twelve weeks the student teacher is totally involved in the assigned classroom/school, under the guidance of both the supervising teacher and an advisor from the Education Department faculty. This course may only be taken after all other course work is completed. (Fee: \$100, non-refundable)

**ED453SE Student Teaching (O-8 hrs) 8 hours**

This course is the culmination of the secondary education program. The emphasis of this course is classroom teaching. For twelve weeks the student teacher is totally involved in the assigned classroom/school, under the guidance of both the supervising teacher and an advisor from the Education Department faculty. This course may only be taken after all other course work is completed. (Fee: \$100, non-refundable)

**ED459 Senior Seminar-Education (T-1 hr) 1 hour**

This course will provide opportunities for the pre-service teacher to develop skills in the areas of portfolio development, resumé writing & interviewing, proactive employment

search, development of professional relationships with parents and other teachers, and review of classroom management, assessment, and best practices of teaching. This course should be taken the fall before Student Teaching (Prerequisite: ED190 or permission of the Education Department advisor).

**ED463 Teaching Portfolio (O-0 hrs)****0 hours**

The pre-service teacher will complete and submit a portfolio providing evidence that demonstrates the knowledge, skills, and competencies attained during the teaching and learning process of their education at Calvary. 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. All students currently enrolled in ED453 or MU453 should register for this course. This is a non-credit, pass/fail requirement.

**EDUCATIONAL MINISTRY (EM)****EM231 Christian Education 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.

**EM234 Christian Education 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 Christian education program of a local church. Consideration will be given to developing a Christian philosophy of youth ministry and the qualifications and responsibilities of youth workers.

**EM236 Christian Education 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 Christian adult education. This course gives consideration to the overall program of Christian education for adults in the local church.

**EM322 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 workers in Christian education ministries. Included are studies in organization, human relations, management, and counseling.

**EM330 Educational Ministry of the Local Church (T-3 hrs)****3 hours**

A survey of the various educational ministries of the local church with a focus on the unique role each plays in the attainment of the total educational 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 ministries.

**ENGLISH (EN)****EN090 Grammatical Analysis Lab (T-1 hr)****1 hour**

This course augments the material for EN111 and is taken in conjunction with that course. This grammar lab work is required for students whose score on the diagnostic test

indicates that they need remedial work designed to address personal problems with grammar, spelling, and punctuation. Success in this lab work is essential to completing EN111, as well as all college written work. (Credit does not count toward graduation; remedial)

**EN111 Grammatical Analysis (T-3 hrs; I-3 hrs; N-3 hrs) 3 hours**

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.

**EN112 College Composition (T-3 hrs; I-3 hrs; N-3 hrs) 3 hours**

This course builds on EN111 and further develops the student's skills in composition and written expression with an emphasis on clarity and precision. The composition and style of the essay will form the framework of the class, as students practice descriptive, narrative, critical, persuasive, and expository writing. (Prerequisite: EN111 with a grade of C or higher or permission of the professor)

**EN211 Introduction to Literature (T-2 hrs) 2 hours**

This course applies the skills developed in EN111 and EN112 to the study of literature. The student is introduced to the basic techniques of prose and poetry and their use in selected works of great literature. A research paper in some area of literature is required. (Prerequisite: EN112 with a grade of C or higher or by permission of the professor)

**EN222 English Literature I (T-3 hrs; I-3 hrs; N-3 hrs) 3 hours**

This is a survey course covering English literature from the Middle Ages through the Eighteenth Century. The course acquaints students with this literature through a process of reading, analyzing, interpreting, writing, and thinking critically about essays, stories, poetry, and plays from a broad spectrum of English literature. From knights to queens to Christian pilgrims to discoverers and reformers, this study provides a glimpse into the changing dynamics of the latter 1400s to the early 1800s. In so doing, the course considers English literature in a historical, social, and ideological context as those influences greatly impacted and shaped the writers and perceptions of the time period.

**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.

**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)

**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 Beginning Acting, Advanced Acting, and Chapel Drama actors. (Prerequisites: 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 to adjust to college life, to introduce critical thinking, 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.

### GE210 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 Story Teller, 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 art itself, 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. (Also listed as TA341)

### GE220 Yearbook (T-1 hr)

**1 hour**

Assisting with publishing *The Crown*, Calvary's yearbook. (May be repeated for credit)

## 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 twentieth 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 (E-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. It is strongly recommended (but not required) that students take HP238 before enrolling in this class.
- HP391 History of Christianity in America (E-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.
- 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.
- HP401 History of the Crusades (E-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.

**HP440 Senior Seminar–History (O-3 hrs)****3 hours**

The student integrates research, presentation, and writing skills in this closely supervised culminating 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.

**INFORMATION TECHNOLOGY (IT)****IT111 Introduction to Microsoft Powerpoint (T-1 hr)****1 hour**

A basic introduction to presentation software. MS PowerPoint is used to create, modify, and enhance presentations. Lectures, demonstrations, hands-on experience, exercises, and assignments will give the student skills in using PowerPoint as well as how technology can be used in ministry. (Prerequisite: COM110 or equivalent. Fee: \$45, non-refundable)

**IT251 Technology and Media in Education (E-2 hrs)****2 hours**

A course designed to equip teachers with methods and strategies for applying technology, media, educational software, and the Internet to maximize student learning. Students will be exposed to learning environments and experiences supported by technology that can be utilized for assessment as well as enhance their productivity professionally. (Fee: \$45, non-refundable)

**INTERCULTURAL STUDIES (IC)****IC111 Introduction to Christian Missions (T-3 hrs; I-3 hrs; E-3 hrs) 3 hours**

An introductory study of the biblical basis of intercultural ministry, the history of missions, current strategies for intercultural ministry, the preparation for intercultural ministry, and the role of the local church in intercultural ministry.

**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 ministry.

**IC315 Women in Ministry (T-2 hrs)****2 hours**

A study of the historical impact of women in intercultural ministry and the roles and options for women in contemporary intercultural ministry.

**IC320 History of Missions (T-2 hrs; I-3 hrs; E-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 advisor)

**IC335 Intercultural Evangelism (T-3 hrs; I-3 hrs)****3 hours**

An examination of New Testament evangelism identifying its message and clear principles for implementing the Great Commission. These principles are essential for devising effective strategies in a world of diverse cultures and worldviews.

**IC341 Intercultural Communication (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. 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 ministry. (Prerequisite: SS337)

**IC346 Contemporary Issues in Intercultural Ministry (T-2 hrs; I-3 hrs) 2-3 hours**

A survey study of selected contemporary issues impacting intercultural ministry. The study will evaluate these issues in the light of revealed biblical truth.

**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 Ministry (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 ministry.

**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 ministry, a written doctrinal statement, and an oral comprehensive examination. The review panel consists of professors and the Intercultural Studies Advisor.

## LINGUISTICS (LI)

**LI190 Introduction to Tesol (I-3 hrs; N-3 hrs) 3 hours**

This course introduces students to general expectations, basic understandings, and specific issues surrounding the TESOL field.

**LI221 Second Language Acquisition (I-3 hrs) 3 hours**

This course explores the process of learning a second language. Both SLA theory and learning strategies will be discussed, particularly in relation to classroom practice. Topics

include factors influencing second language acquisition, particularly culture, society, and cognition.

**LI222 Linguistics and English Linguistics (I-3 hrs) 3 hours**

This course examines the structure of language and how it relates to second language acquisition. The basic elements of human language are explored, including methods for analyzing linguistic elements. Topics include language and the brain, language development, and dialects. Course objectives about linguistics relate to all languages in general but also refer to the English language specifically at times.

**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. (Prerequisite: MA241 or equivalent)

**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**

Experiential learning format: Examines leadership in basic tactical and patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students learn to recognize and apply the 16 dimensions of Army leadership and learn basic individual soldier skills.

**MIL112 Leadership Practicum (O-2 hrs) 2 hours**

Experiential learning format: Continuation of MIL 102. Examines squad and platoon tactical operations with emphasis on patrolling operations. Topics include: leadership techniques, basic first aid, and problem-solving exercises. Participation in a tactical application exercise and physical fitness conditioning are included as course requirements.

**MIL116 Foundations of Officership (T-1 hr) 1 hour**

Lecture format: 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. This course is

designed to give the student an accurate insight into the Army profession and an understanding of the officer's role in the Army.

**MIL126 Basic Leadership (T-1 hr)****1 hour**

Lecture format: This course builds on the foundational topics introduced in MIL116 that are central to a commissioned officer's responsibilities. "Life skills" lessons in this semester include: problem solving, critical thinking, time management, leadership theory, followership, group dynamics, goal setting, and feedback mechanisms. Students will be increasingly required to demonstrate knowledge of leadership fundamentals through written and oral communications.

**MIL202 Leadership Practicum (O-2 hrs)****2 hours**

Experiential learning format: 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 course requirements. Students will perform various leadership roles in tactical scenarios. Co-requisite: MIL216.

**MIL212 Leadership Practicum (O-2 hrs)****2 hours**

Experiential learning format: Continuation of MIL202. Course examines 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 course requirements. Students will perform various leadership roles in tactical scenarios. Co-requisite MIL226.

**MIL216 Individual Leadership Studies (T-3 hrs)****3 hours**

Lecture format: This course is designed to develop self-confidence and individual leadership 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 and MIL126, this course delves into several aspects of communication and leadership theory. The focus of this course is on critical life skills which enable the student's future success. The course concludes with a leadership and problem-solving case study which draws upon previous instruction. Co-requisite: MIL202. (Prerequisites: MIL116 and MIL126 or permission of the Academic advisor)

**MIL226 Leadership and Teamwork (T-2 hrs)****2 hours**

Lecture format: 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 build leadership competencies. Students are required to reflect on lessons learned during group exercises to derive beneficial leadership, group dynamics, and problem-solving techniques. Practical "life skills" are emphasized throughout. Co-requisite: MIL212. (Prerequisite: MIL216 or permission of the Academic advisor)

**MIL302 Leadership Practicum (O-2 hrs)****2 hours**

Experiential learning format: This 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 course requirements. Students will perform various leadership roles in tactical scenarios. Co-requisite: MIL316.

**MIL312 Leadership Practicum (O-2 hrs) 2 hours**

Experiential learning format: Continuation of MIL302. Familiarization with military firearms, including assembly and disassembly, tactical communications, field artillery call-for-fire request procedures, first aid, and medical evacuation procedures. Includes a tactical application exercise and participation in physical fitness conditioning as course requirements. Students will perform various leadership roles in tactical scenarios.

Co-requisite: MIL326.

**MIL316 Leadership and Problem Solving (T-3 hrs) 3 hours**

Lecture format: Provides the student with instruction on the Leader Developmental 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, culminating in a five-hour officership case study. Co-requisite: MIL302. (Prerequisites: MIL116, MIL126, MIL216, and MIL226 or permission of the Academic advisor)

**MIL326 Leadership and Ethics (T-3 hrs) 3 hours**

Lecture format: 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 in a group environment, oral and written presentation skills, ethics, and national and Army values. This critical semester synthesizes the various components of training, leadership, and team building. Co-requisite: MIL312. (Prerequisite: MIL316 or permission of the Academic advisor)

**MIL402 Leadership Practicum (O-2 hrs) 2 hours**

Experiential learning format: Practical applications in problem solving, decision making, planning, organization, delegation, command, control, and development of interpersonal leadership skills required for effective Army leadership at the small unit level. Students will perform in various leadership roles and staff positions. Course includes a tactical application exercise. Participation in physical fitness conditioning is required.

Co-requisite MIL416.

**MIL412 Leadership Practicum (O-2 hrs) 2 hours**

Experiential learning format: Practical applications in problem solving, decision making, planning, organization, delegation, command, control, and development of interpersonal leadership skills required for effective Army leadership at the small unit level. Students will perform in various leadership roles and staff positions. Course includes a tactical application exercise. Participation in physical fitness conditioning is required.

Co-requisite: MIL426.

**MIL416 Leadership and Management (T-3 hrs) 3 hours**

Lecture format: A series of lessons designed to enable students to make informed career decisions as they prepare to transition from cadets/students to Second Lieutenants/leaders. Classes concentrate on Army operations, training management, communications, leadership counseling skills, and Army staff functions. At the end of this semester the student will possess the fundamental skills, attributes, and abilities to operate as a competent leader within the cadet battalion. Co-requisite: MIL402. (Prerequisites: MIL316 and MIL326 or permission of the Academic advisor)

**MIL426 Officership (T-3 hrs)****3 hours**

Lecture format: A series of lessons that examines the ethical dimensions of leadership, law in leadership, organizing for military operations to include: historical case studies, personnel administration, logistics, and maintenance management systems. Additionally, students are prepared to transition from cadets to second lieutenants with lessons on military benefits, personal financial planning, and techniques for success upon arrival at first units of assignment. Co-requisite: MIL412. (Prerequisite: MIL416 or permission of the Academic advisor)

**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.)

**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 Fundamentals and Appreciation of Music (T-3 hrs; N-3 hrs) 3 hrs**  
(for non-music majors)

A course in basic music skills and appreciation with an emphasis on the practical function of the individual in relation to church music. The course will emphasize basic fundamentals of music reading, congregational song leading, a survey of church music, and an introduction to classical music. Non-music majors with a strong music background may substitute MU221 Music Theory I for MU110 by taking a basic music theory placement test. See the Music Department.

**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**

(for non-music majors)

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. (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)

**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 a classroom. Students are assigned to local schools where they observe the teacher for one week. (To be taken sophomore year. Prerequisite: ED190 or permission from the music department advisor)
- 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 III B (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)
- 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.

**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. 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)

**MU431 Choral Arranging (T-2 hrs) 2 hours**

A practical study of writing techniques for vocal ensembles. Includes arranging, composing, and adapting music for a variety of types of vocal ensembles.

**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.

**MU444 Contemporary Music and Worship (T-2 hrs) 2 hours**

A practical course providing information and training in the formation and leadership of contemporary music, praise band, audio/visual, and service planning—all geared for church and youth settings.

**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 Church Music Internship (O-1 hr) 1 hour**

The practical application of the philosophy, administration, and practices of church music in a local church situation under the guidance of a local minister of music 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.

**MU452 Field Experience II (O-1 hr) 1 hour**

This course consists of one week of involvement in a classroom setting. Students observe a qualified 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)

**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 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. (Fee: \$100, non-refundable)

**MU456 Music and Youth Ministry Field Experience (O-1 hr) 1 hour**

Music and Youth Ministry majors will intern at a church or organization which can provide experience in either music ministries, youth work, or both. The internship will be under the guidance of a music or youth staff member from the church/organization and either a music or education 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, MU471 and MU472)

**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)

**Applied Music****MUGR General Recital (O-0 hr)****0 hour**

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.

**MUGP Guitar Proficiency (O-0 hr)****0 hour**

The Worship Arts, Music Education, and Music Performance & Pedagogy major must acquire sufficient accompanying skills in either guitar or piano to pass the minimum proficiency requirement. The student selecting guitar as their accompaniment proficiency area must either take MUN150, MUN151, and/or private guitar lessons in order to meet the proficiency. The student should sign up for MUGP during the semester they and/or their guitar teacher feels the student will be ready to pass their guitar proficiency. See the Music Department for more information about the proficiency.

**MUKP Keyboard Proficiency (O-0 hr)****0 hour**

The Worship Arts and Music Education major must acquire sufficient piano skills to pass the keyboard proficiency. Non-keyboard music majors will begin piano lessons no later than the 2nd semester at Calvary and lessons continue each semester until piano proficiency 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.

**MUR Senior Recital (O-1 hr)****1 hour**

MURA or MURN: 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 (Music and Youth Ministry, Interdisciplinary Studies) are not required to present a senior recital. A Senior Recitalist who requires an accompanist – sign up for MURA (Fee: \$200). A Senior Recitalist who does not require an accompanist – sign up for MURN (no fee).

**Non-Keyboard Instruments****MUN150 Guitar Class (L-1 hr)****1 hour**

An applied class on the fundamentals of playing guitar for beginner and intermediate guitar players. (Fee: \$30)

**MUN151 Guitar Class II (L-1 hr)****1 hour**

A second level guitar course designed to continue building on the previous semester. In addition, specific information and techniques will be learned, geared for the needs of guitar in a praise band and for uses in church, youth groups, and education. (Fee: \$30)

**MUN Non-keyboard Instrument Private Lessons (L-1 or 2 hrs)** **1-2 hours**

(Private lesson fee in addition to tuition)

MUNO or MUNF: Students taking private, non-keyboard lessons from on-campus instructors are to sign up for MUNO. Students taking private non-keyboard lessons from off-campus instructors are to sign up for MUNF. (Fee: \$125 per hour)

**Organ****MUO Organ Private Lessons (L-1 or 2 hrs)****1-2 hours**

Private instruction on organ for non-music majors and music majors when organ is not their primary performance area. The student is required to attend all General Recitals during the semesters they are taking private lessons. The student must have adequate piano skills in order to take private organ lessons. See the head of keyboard instruction. (Fee: \$125 per hour)

**Piano**

The non-keyboard music major's work will be particularly directed toward passing the keyboard proficiency. Non-keyboard music majors will begin piano lessons no later than the 2nd semester at Calvary, and lessons continue each semester until piano proficiency is passed.

**MUP Piano Private Lessons (L-1 or 2 hrs)****1-2 hours**

(for music majors and non-piano music majors)

Private instruction on piano for non-music majors and music majors where piano is their primary performance area. Non-piano music majors must begin taking piano lessons no later than their second semester at Calvary, and continue taking piano lessons each semester until piano proficiency is passed. The student is required to attend all General Recitals during the semesters they are taking private lessons. (Fee: \$125 per hour)

**Voice****MUV150 Voice Class (T-1 hr)****1 hour**

An applied class for beginning voice students that are not voice majors. Voice lessons taught in a small class setting.

**MUVM Voice Private Lessons (L-1 or 2 hrs) 1-2 hours**

Voice majors sign up for MUVM—Lesson Fee: \$125 per hour and special accompanist fee: \$50 per hour. All other voice students sign up for MUVN.

**MUVN Voice Private Lessons (L-1 or 2 hrs) 1-2 hours**  
(for non-music majors and non-voice majors)

Private instruction in voice for non-music majors and music majors when voice is not their primary performance area. The student is required to attend all General Recitals during the semesters private lessons are taken. Lesson Fee: \$125 per hour and special accompanist fee: \$50 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 of 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 Bible College. 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.

## **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 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) 3 hours**

The organization of work in the implementation of the strategic plan with work analyzed for how human efforts in teams and other small groups of various compositions and other structures can effectively bring that work to a quality level of completion as defined by 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) 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: COM220. Fee: \$30)

**PM332 Expository Preaching II (T-3 hrs; I-3 hrs) 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. Selected students are given the opportunity to preach in chapel before the College family. (Prerequisite: PM331. Fee: \$30)

**PM433 Expository Preaching III (T-3 hrs; I-3 hrs) 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; E-1 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 supplied by the student. No crossbows will be used.

**PE 231 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.

**PE 241 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.

**PE 242 Flag Football (T-.5 hr) .5 hour**

An introductory course designed to teach the fundamentals of flag football.

**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 consent of 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; E-1 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 hr) 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 Truth Project is used to stimulate, formulate, and articulate the student’s understanding in regards to a biblical worldview.

**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; E-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), 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)

**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**

The 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. The course includes a lab component listed as SC222.

**SC221A Survey of Physical Science I (I-3 hrs; E-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 (I-3 hrs; E-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 in conjunction with that course. (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. The course includes a lab component listed as SC232.

**SC231A Survey of Biological Science I (I-3 hrs; E-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. (Fee: \$30, non-refundable)

**SC231B Survey of Biological Science II (I-3 hrs; E-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. (Fee: \$30, non-refundable)

**SC232 Survey of Biological Science Lab (T-2 hrs) 2 hours**

This course is the lab component of SC231 and must be taken in conjunction with that course. (Fee: \$30, non-refundable)

## **SOCIAL SCIENCE (SS)**

**SS220 Spiritual Formation for Women (T-3 hrs; I-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; E-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.

**SS338 Ancient Israel: History and Geography (I-3 hrs)****3 hours**

A study of the land of Israel in its historical and geographical context. This will include the study of geology, geography, history, and biblical significance of the terrain of Israel. The course may include information about climate, customs, culture, transportation, people, and industries.

**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. (May be taken a maximum of 4 semesters)

**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, monologue preparation, and auditioning techniques. This course will equip the student to deliver believable, natural performances in both secular and sacred environments.

**TA226 Acting II (T-3 hrs)****3 hours**

This course will build on the skills introduced in Acting I and continue to address the academic, practical, and spiritual foundations of theatre. Continued development as an actor will be emphasized through study of increasingly complex actor training techniques and strategies. Script analysis, stage combat, preparation of a role, rehearsing, staging, and making choices will be covered. (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.

**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. Skills learned in this course will be applicable to church or secular productions.

**TA252 Theatre Practicum (O-1 hr)****1 hour**

This course will give theatre arts credit to a student participating in the performance or technical areas of a Calvary production. If the student has been cast in the production, he/she will receive one credit for performance and in addition will contribute at least 10 hours helping in technical areas. If the student has a major technical responsibility in the

areas of stage management, set construction, lighting, props, make-up, or costuming, he/she may receive 1 credit after documenting at least 20 hours in the specific technical area. (May be taken a maximum of 4 semesters)

**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)

**TA280 Basic Styles of Musical Theatrical Choreography (T-3 hrs) 3 hour**

Students will learn terminology and elements of styles of movement required for a working knowledge of basic styles of movement in theatrical productions. Skills acquired in this course will be applicable to both sacred and secular productions. This will be achieved through lecture, class participation, quizzes, and final physical evaluation and exam. (Prerequisite: TA260 or permission of the professor)

**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 both church and secular 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 beginning acting scene and/or chapel drama. (Prerequisites: TA225 and TA226.) It is recommended (but not required) that the student take TA250, TA353, TA251, and TA361 before enrolling in this course.

**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 Story Teller, 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 art itself, 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. (Also listed as GE210)

**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 TA250 is offered so that lighting design, instrument knowledge, and hang and focus will actually be implemented in the production. Skills learned in this course will be applicable to church or secular productions.

**TA361 Costuming (T-3 hrs) 3 hours**

This course will cover the following aspects of theatrical costuming: a brief history of costume design; the role and responsibility of the costume designer; working with costume construction and management assistants; and working with the performers. Included will be basic construction, remaking found items, altering and fitting, and management of costumes during and after a performance run. Students will learn how to operate both regular and serger sewing machines, select patterns, make basic alterations and forms, and be part of a costume team. Projects will include the design outline for a chosen play or musical and construction of one costume for that show.

**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. (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. 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. (Prerequisites: TA250, TA251, TA340, TA353, and TA361)

## **THEOLOGY (TH)**

**TH110 Spiritual Life (T-2 hrs; I-3 hrs) 2-3 hours**

An introduction to the Christian life, emphasizing what it means to be holy, living by grace, knowing our position in Christ, walking by the Spirit, and serving in the Spirit. Spiritual disciplines such as Bible study, journaling, memorization, prayer, and fasting are introduced.

**TH111 Evangelism/Spiritual Life (T-3 hrs; I-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) 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)

**TH116 Evangelism (T-3 hrs; I-3 hrs; N-3 hrs) 3 hours**

An introductory course that focuses on the biblical principles of evangelism, a study of the methodology of Jesus Christ and the early church in Acts, and practical methods of witnessing and discipleship.

**TH210 Dispensational Premillennialism (T-2 hrs; I-3 hrs; E-3 hrs) 2-3 hours**

The biblical basis for premillennialism is studied in contrast to the systems of amillennialism and postmillennialism. The logical and biblical extension of premillennialism into dispensationalism, the hermeneutical significance of this system, and the biblical covenants are studied in detail.

**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; E-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)

**TH230 Theology and Practice of Prayer (T-2 hrs) 2 hours**

A study of biblical prayers and biblical teaching about prayer in contrast to nonbiblical prayer models. The necessity of prayer, the content of prayer, and the requirement for answered prayer will be considered as part of this course. Practice of the principles of prayer discussed will be a part of every class session.

**TH330 World Religions (T-2 hrs; I-3 hrs; E-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)

**TH340 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.

**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; E-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**

The 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)

**URBAN MINISTRY (UM)****UM281 Introduction to Urban Ministry (I-3 hrs) 3 hours**

A formal introduction to the biblical principles and practices of ministry within the urban context. Focus will be on developing a biblical view of the urban context as well as understanding the recent paradigm shifts within the past decade of urban ministry. Attention will be given to particular urban issues such as the need for sound doctrine and theology in the urban core, ministering to the poor, defining a biblical incarnational lifestyle, and the distinctives and similarities of inner city and suburban ministry in regards to the suburbanization of poverty.

**UM382 Urban Apologetics (I-3 hrs) 3 hours**

This course is an apologetical examination of teachings and movements that saturate the urban theological landscape. Movements that will be analyzed are: Charismatic and Prosperity Theology, Ethnic Liberation Theology (i.e., Black, Latino, and Asian), Urban Islam (i.e., N. O. I., The Nation of God's & Earth, and the Moorish Science Temple), Secret Societies (i.e., The Freemasons and other Fraternal Orders), and Urban Sub-Culture Theologies (i.e., The Black Hebrew Israelites, The Temple of Hip Hop, and Organized Gang Religion and practices).

**UM384 Urban Evangelism & Discipleship (I-3 hrs)****3 hours**

A study of the biblical meaning of both the Gospel and evangelism. Further, it will examine how the church can effectively share the Gospel of Jesus Christ and at the same time follow up with solid discipleship and community development in the urban context.

**UM441 Urban Church Planting (I-3 hrs)****3 hours**

A study of biblical, historical, and contemporary modes of urban church plants with attention to theological and practical analysis of such models. This course will study local examples of urban churches, leaders, and leadership qualities for the establishment of conservative urban church plants. Special attention will be given to ministries among multicultural groups, Gen-Xers, and other unreached peoples.

**UM453 Urban Ministry Project/Internship (O-3 hrs)****3 hours**

The course is designed to combine the student's learning experience with application. This course will cement theory from major elements of the urban ministry discipline into lifetime skills. Students are required to select a project or internship and obtain approval from the professor. The project/internship is completely individualized. Students are encouraged to select a work-related project/internship that benefits the urban cultural context.

## **WOMEN'S MINISTRY (WM)**

**WM210 Introduction to Women's Ministry (I-3 hrs)****3 hours**

This course outlines a biblical philosophy for women's ministry by exploring various viewpoints of the roles of women in the home, church, and society. This introductory course will give women an opportunity to explore the full spectrum of women's ministries and develop a personal philosophy of women's ministry based upon biblical principles. This course is open to men who have made written request and received written permission to enroll in it.

**WM220 Women's Ministry Methodology (I-3 hrs)****3 hours**

This course provides a framework for women to build upon their personal philosophy of women's ministry in developing, administrating, and leading ministries for women. Emphasis is placed upon planning strategies, goal setting, curriculum, team building, organizing activities and meetings, and leadership. [For women only] (Prerequisite: WM210 or permission of the professor)

**WM320 Mentoring Women (I-3 hrs)****3 Hours**

This course will examine principles of mentoring as drawn from biblical examples. The student will develop a personal strategy based on God's Word for both the mentor and mentee. The student will become acquainted with major issues women face today and how to deal with them biblically. [For women only] (Prerequisite: WM210 or permission of the professor)

**WM410 Women and Leadership (I-3 hrs)****3 Hours**

This course will assist women in developing leadership skills based on biblical principles of leadership, their areas of giftedness, and personality. This will include a survey of the spiritual development, character, and influence of women through the Bible, church

history, and today. Emphasis will be placed upon servant leadership. [For women only] (Prerequisite: WM210 or permission of the professor)

**WM420 Women's Ministry Issues (I-3 hrs) 3 Hours**

This course is designed for those who minister to women and will examine issues affecting the lives of the twenty-first-century woman. These issues will be examined in light of a biblical worldview and strategies for helping women will be considered. Indicators for referral to a biblical counselor and how the church can provide support for women in pain will be discussed. This course is open to men who have made written request and received written permission to enroll in it. (Prerequisite: WM210 or permission of the professor)

## **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 (T-3 hrs; I-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 .....222  
College Faculty .....223  
Adjunct Faculty.....226  
Board of Trustees .....228

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**ADMINISTRATION****President**

James L. Clark, B.S., M.Div., Ph.D.

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Vice President and Academic Dean of the College

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Vice President of Operations

Mike Piburn, B.S., B.S., M.S.

Associate Dean of Enrollment Management and Non-Traditional Studies  
Director

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Food Services Manager

Joe Everett, B.A.

Director of Christian Ministries

Wayne Geiger, B.G.S, M.A., M.S., D. Min. (in progress)

Calvary 88.5/KLJC Station Manager

Aaron Heath, B.A., M.Div.

Manager of Information Systems

Sherry Hilleary, B.A.

Director of Development

Jeanette Regier, B.S.E., M.S.

Athletic Director

Jesse Riggs, B.A., M.A.

Chief of Security

Lawrence Spry, B.S., M.Div.

Registrar

Cory Trowbridge, B.A., B.S., M.B.A.

Dean of Students

**Academic Administrators**

Hannah Bitner, Librarian

Teddy Bitner, Vice President and Academic Dean of the College

Joe Everett, Director of Christian Ministries

Patricia Miller, Director of Biblical Counseling and Education Center

Mike Piburn, Associate Dean of Enrollment Management and Non-Traditional Studies Director

Jeanette Regier, Athletic Director

Lawrence Spry, Registrar

Terri Stricker, The Learning Center Director

Jesse Riggs, Institutional Research Coordinator/ Federal Compliance Officer

Cory Trowbridge, Dean of Students

**Staff Administrators**

Jeffrey Campa, Director of Public Relations and Marketing

Bob Crank, Director of Financial Aid

Joe Dapra, Food Services Manager

Randy Grimm, Vice President of Operations

Ruth Grimm, Director of Publications

Aaron Heath, Manager of Information Systems

Jesse Riggs, Chief of Security

**COLLEGE FACULTY**

**An, Haekyung**, Instructor; Music Department; B.Mus., and M. Mus., New England Conservatory of Music; M. Mus., Southern Illinois University; D. Mus., University of Missouri-Kansas City. 2010

**\*Baurain, Thomas S.**, Professor; Vice President and Dean of the Seminary; B.S., Lawrence College; Th.M., Dallas Theological Seminary; D.Min., Trinity Evangelical Divinity School; Ph.D. (ABD), Loyola University, Chicago. 2000

**Bitner, Teddy D.**, Professor; Vice President and Academic Dean of the College; 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.**, 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**, Instructor; Chairman, Education Department; B.S. and M.A., Western Illinois University; M.A., Dallas Theological Seminary; M.S., Calvary Theological Seminary. 2009

**\*Hessel, Victor E. Jr.**, Assistant Professor; Organizational Development Program; B.S., Calvary Bible College; M.B.A., University of Missouri-Kansas City. 2002

**Jeffrey, Bobbie A.**, Instructor; Chairman, Theatre Arts Department; B.S., University of Wisconsin, Stevens Point; M.A., University of Missouri-Kansas City. 2004

**\*Klaassen, John C.**, Associate Professor; Bible and Theology Program; B.A., Grace College of the Bible; B.A., Calvary Bible College; Th.M., Dallas Theological Seminary. 1991

**Miller, Keith R.**, Professor; Bible and Theology Department; B.A., Calvary Bible College; Th.M. and D.Min., Dallas Theological Seminary. 1994

**Miller, Patricia A.**, Instructor; Chairman, Biblical Counseling Department; B.A., Western Illinois University; M.S., Calvary Theological Seminary. 1994

**\*Nelson, Neil D.**, Professor; Biblical Languages, Bible and Theology Program; B.S., University of Wisconsin-Madison; M.Div., North American Baptist Seminary; S.T.M. and Ph.D., Dallas Theological Seminary. 1996

**Piburn, L. Michael**, Instructor; Associate Dean of Enrollment Management and Non-Traditional Studies Director; B.S., Covington Theological Seminary; B.S., Calvary Bible College; M.S., Calvary Theological Seminary. 1999

**Regier, Jeanette L.**, Assistant Professor; Chairman, General Education Department; Athletic Director; B.S.E. and M.S., Emporia State University. 1996

**Smith, Timothy R.**, Associate Professor; Chairman, Bible and Theology Department; B.S., Liberty University; Th.M., Dallas Theological Seminary. 2000

**\*Stricker, Eric C.**, Professor; Masters Education Program; B.S.Ed., John Brown University; M.A., Dallas Theological Seminary; M.Ed., Ed.S., and Ed.D., University of Arkansas. 2011

**Stricker, Terri L.**, Instructor; Director of The Learning Center; B.S.E., M.A., and Ph.D., University of Arkansas. 2012

**Stolberg, Tom A.**, Associate 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

**Trowbridge, Coral D.**, Instructor; Dean of Students; B.A., Frontier School of the Bible; B.S., Calvary Bible College; M.B.A., MidAmerica Nazarene University. 2011

**Wieduwilt, Sharon K.**, Assistant Professor; Education Department; B.S. and M.A., Calvary Bible College. 1974

**\*Williamson, Joel T. Jr.**, Professor; Biblical Languages, Bible and Theology program; B.A., University of Texas at El Paso; Th.M. and Ph.D. (in progress), Dallas Theological Seminary. 1982

\*Full-time Seminary faculty, adjunct to the College faculty

**ADJUNCT FACULTY**

(This list is subject to change each semester)

**Baker, Megan**, B.A., Sterling College; M.A., University of Missouri-Kansas City. 2012

**Baker, Norm**, B.A., Calvary Bible College; M.Div., Trinity Theological Seminary; Th.M., Dallas Theological Seminary. 2012

**Belcher, Jeff**, B.A., University of Alabama; M.A., Liberty University. 2011

**Blankenship, Karen L.**, B.S., John Brown University; M.S., Bob Jones University. 2004

**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, Barb**, B.A., University of Kansas; M.S., Calvary Theological Seminary. 2012

**Costabile, Cheryl**, B.S. Calvary Bible College; M.A., MidAmerica Nazarene University. 2012

**Geiger, Wayne R.**, B.G.S., New Orleans Baptist Theological Seminary; M.A., University of Central Missouri; M.S., Calvary Theological Seminary; D. Min. (in progress), Midwestern Baptist Theological Seminary. 2006

**Gibbs, William F.**, B.A., University of Missouri-Kansas City; M.A., Calvary Theological Seminary. 2006

**Heath, Aaron**, B.A., Calvary Bible College; M.Div., Calvary Theological Seminary. 1994

**Lin, Hsun (Chloe)**, B.F.A. and M.M., National Sun Yat-sen University; Ph.D. (in progress), University of Kansas. 2012

**Martin, David**, B.A., Calvary Bible College; M.A., Calvary Theological Seminary; Th.M., Jordan Evangelical Theological Seminary; D.Min., Dallas Theological Seminary; Ph.D., Trinity Theological Seminary. 2011

**Mickelson, Anthony**, B.A., William Jewell College; M.A., Cornerstone University. 2010

**Nash, Marion F.**, B.S., Calvary Bible College; M.A.T., Webster University. 2000

**Peycke, Will**, B.A., Calvary Bible College; M.A. and M.Div., Calvary Theological Seminary. 2006

**Purviance, Jerry**, B.A., Calvary Bible College; M.S., Calvary Theological Seminary; M.A. (in progress), Midwestern Theological Seminary. 2012

**Rogers, Ken**, B.A. and M.B.A., Syracuse University; M.S., Calvary Theological Seminary. 2010

**Schlacks, Bill**, B.A., Western State College; M.S., Indiana State University. 2011

**Settle, Barry**, B.A., California State University-Los Angeles; M.Div., Central Baptist Theological Seminary. 2011

**Spry, Lawrence P.**, B.S., Biola College; M.Div., Talbot Theological Seminary. 2007

**Wile, David**, B.A., Citadel Bible College; M.A. and M.Div., Calvary Theological Seminary. 2007

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