

# Kansas Christian College

Developing servant leaders who know God, who have a passion for holiness of heart, and who are inspired and prepared for a lifetime of learning and Kingdom service.

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913-722-0272 [www.kansaschristian.edu](http://www.kansaschristian.edu)

*2017-18 Academic Catalog*



— *Since 1938* —

*Last updated April 2017*

Failure to read the Academic Catalog does not exempt students from the rules, regulations, and procedures described in this Catalog.

The Administration reserves the right to amend the information given in this *Catalog* through normal academic channels without prior notification. The *Catalog*, therefore, is for informational purposes only and does not constitute a contract.

# Letter from the President



Dear Student,

Choosing the right college will influence the most important decisions you will ever make in life. Most likely it will play a part in your life's occupation and your choice of a spouse, and may decide the area of the world where you will someday call home. It may very well influence your spiritual choices in the days ahead. At Kansas Christian College, our intention is to help you develop a worldview that is filtered through the prism of scriptural principles and prepare you for a life of service to those around you.

We hope this KCC catalog will help you decide to enroll at Kansas Christian College. Here you will find information about degree programs, class descriptions and what it costs to attend KCC.

But while a catalog can describe the basics, it cannot tell the whole story of how KCC can help you fulfill your educational dreams as God leads you. I believe that every person was designed by a loving God and created for a purpose. He has placed in us different interests, abilities and personalities and no two people are alike. That's what makes life such an adventure.

Our dedicated Christian teachers at KCC have an intense desire for you to fulfill God's will in your life. That's why they are willing to pour their lives, their professional training, and their time into helping you develop into the man or woman God wants you to be. At KCC you get more than a basic education. You get a spiritual environment in which to make your lifelong decisions and you share friends who want God's best for your life.

Whether you are starting your search for God's plan in your life or you already have your career path locked in, we want to be a part of meaningful preparation for your life.

We are eager to begin our partnership with you and are praying that you will find God's will in your life.

Delbert L Scott

A handwritten signature in blue ink, appearing to read "Delbert L. Scott". The signature is written in a cursive style.

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# 2017-2018 Calendar

## Fall Semester

### *July 2017*

- 17 Online registration for fall semester begins
- 31 Applications due

### *August 2017*

- 12 Dormitory opens – Dorm “Move In” day
- 14 New Student Orientation (Required for new students)
- 15 Campus Welcome - all students required attendance
- 16 Classes begin
- 17 Late Registration Fee in effect
- 21 Last day to register for credit

### *September 2017*

- 4 Labor Day (no classes)

### *October 2017*

- 18 Last day to withdraw with W on transcript
- 19 Fall Break begins at 9:00 p.m.
- 30 Classes resume

### *November 2017*

- 21 Thanksgiving Vacation begins at 2:30 p.m
- 27 Classes resume after Thanksgiving break
- 27 Online registration for spring semester begins

### *December 2017*

- 11 Last day of classes for fall semester
- 12 Exams begin (12-13); Christmas vacation begins after exams conclude
- 12 Grades due at 3:00 p.m.

## Spring Semester

### *January 2018*

- 1-19 Online registration, spring semester continues
- 16 Orientation for spring semester - all
- 17 Spring semester classes begin
- 18 Late Registration Fee - spring semester
- 24 Last day to register for credit - spring semester

### *February 2018*

- 19 Presidents' Day (no classes)

### *March 2018*

- 8 Spring Break begins at 4:30 p.m.
- 19 Classes resume
- 28 Last day to withdraw with W on transcript

### *April 2018*

- 26 College Community Service Work Day (no classes)

### *May 2018*

- 10 Last day of classes for spring semester
- 14 Final exams begin (14-15)
- 17 Grades due at 3:00 p.m.
- 18 Commencement (7:30 p.m.)
- 21-25 Assessment Week (Required for all KCC faculty/staff)

### *June 2018*

- 3-8 General Camp

Note: The dates on these calendars are subject to change at the discretion of the administration.

# General Information

## Mission Statement

Kansas Christian College exists to develop servant leaders who know God, who have a passion for holiness of heart, and who are inspired and prepared for a lifetime of learning and Kingdom service.

## Goals

That students who graduate from KCC

- Can articulate a biblical worldview
- Can articulate the values of the COGH and tell why they are important
- Are equipped with practical tools for ministry
- Are equipped for further study
- Have deepened passion for disciplines of spiritual development

## Vision Statement

To develop passionate Christian leaders by providing a biblical worldview education to students of all ages so that they are equipped to serve their local and global community, transform their culture with the love of Christ, and disciple others to be committed followers of Jesus.

## Affiliation

Although KCC is affiliated with the Church of God (Holiness), it welcomes and actively recruits students of various denominations and backgrounds.

## Objectives

**The principle objectives of KCC are to enable students to**

1. Exhibit Biblical and theological knowledge

2. Demonstrate the ability to explain the concept of worldview and explain differences between Christian worldview and various other worldviews
3. Exhibit the ability to identify worldview assumptions behind a field of study (or a major contributor to that field)
4. Can explain biblical theology from a Wesleyan/Arminian perspective.
5. Can prepare a lesson(s) articulating and promoting the values of the COGH [holiness of heart (i.e., doctrine of entire sanctification), holiness of life (i.e., lifestyle of holiness), one New Testament Church, congregational church government, and the COGH Mission: To exalt Christ, equip the church, and evangelize the world (i.e., exalt Christ through worship, equip the Church through discipleship, evangelize the world through missions)
6. Demonstrate mastery of practical ministry tools [pastoral skills, preaching and teaching skills, evangelistic skills, leadership and management skills, discipleship skills, church planting skills, A variety of communication skills (e.g. creative arts, technology), Can make missions relevant to the local congregation, Can facilitate strong marriages and families
7. Display the ability to research and present (e.g. writing, speaking)
8. Have gained an overview of various fields of study
9. Demonstrate critical thinking skills
10. Make regular personal devotions a priority (prayer, Bible reading, devotional literature, etc.)
11. Locate and use tools for deeper Bible study (e.g., study guides, commentaries, Sunday school literature, etc.)
12. Be aware of and utilize tools for deeper prayer life (e.g., prayer journals, read books on prayer, fasting, etc.)
13. Attend protracted spiritual emphasis meetings (e.g., camp meetings, retreats, revivals, etc.)

14. Read Christian literature that contributes to our growth and maturity (e.g., classic Christian literature, holiness classics, Christian periodicals, Christian nonfiction, Christian fiction)
15. Demonstrate active involvement in church by taking on a regular ministry
16. Regularly tithe and give offerings
17. Give personal testimonies in church
18. Be involved in personal witnessing
19. Have written and orally presented a spiritual formation essay on what he or she should do to contribute to the spiritual atmosphere on this campus and why he or she should take initiative to do so.

## Statement of Faith

**Section 1. GOD** - We believe there is one God, who is infinite, sovereign, eternal, and the creator of everything. He is holy in His attributes and His nature. He is triune in His essential being and is biblically revealed as Father, Son, and Holy Spirit. (Ps. 90:2; Matt. 3:16, 17)

**Section 2. JESUS CHRIST** - We believe Jesus Christ is very God and very man. He was conceived by the Holy Spirit and born of the Virgin Mary. He died upon the cross, the Just for the unjust as a substitutionary sacrifice, and all who believe in Him are justified on the ground of His shed blood. (John 1:1, 14, 18; Phil. 2:5-8)

**Section 3. HOLY SPIRIT** - We believe the Holy Spirit is a divine person sent to indwell, guide, teach, and empower the believer, and to convince the world of sin, of righteousness, and judgment. (John 16:7-15; Acts 1:8)

**Section 4. THE BIBLE** - We believe the Old and New Testaments are the inerrant, infallible, inspired Word of God as originally given. They were written by men who were guided by the Spirit, and as such they stand as the only authority on God's plan for the salvation of mankind. The Bible is the only rule of faith and practice for Christians. (2 Tim. 3:16-17)

**Section 5. MAN** - We believe man was originally created in the image and likeness of God; he fell through disobedience, thereby incurring both physical and spiritual death. All men are born with a sinful nature, are separated from God, and can be saved only through the atoning work of the Lord Jesus Christ. The portion of the impenitent and unbelieving is existence forever in conscious torment; that of the believer is everlasting joy and bliss. (Gen. 1:26-27; Rom. 3:10-18, 23; Rom 6:23 Ps. 53:1; Rom. 8:7)

**Section 6. SALVATION** - We believe salvation has been provided through Jesus Christ for all men. Those who repent and believe in Him are born again of the Holy Spirit, receive the gift of eternal life, and become the children of God. (Eph. 2:8-9; Rom. 5:1)

**Section 7. ENTIRE SANCTIFICATION** - We believe it is the will of God that each believer should be entirely sanctified whereby at a time subsequent to their new birth in Jesus Christ they are cleansed of the nature of sin and filled with the Holy Spirit. By this experience of God's grace they are then empowered for continued growth, holy living, fruitful witness and effective service in their relationship with Christ. This is both a crisis and a progressive experience. (1 Thess. 5:23-24; Rom. 6:6; Rom. 12:1, 2)

**Section 8. DIVINE HEALING** - We believe in divine healing. Prayer for the sick and anointing with oil are taught in the Scriptures, and are privileges for the Church in this present age. (James 5:14,15)

**Section 9. THE CHURCH** - We believe the Church consists of all those who believe in the Lord Jesus Christ. Through the merits of His blood, they are born into the family of God and remain in it so long as they are walking in the light. The Lord Jesus Christ is the Head of the Church, which is His body. Our chief purpose is to worship and serve Him. Christ has commissioned the Church to proclaim the Gospel to all the world. In addition, the local church is a

body of believers who join together for edification through the inspired Word, for prayer and fellowship, and the observance of the ordinances of baptism and the Lord's Supper. (Eph. 1:22-23; 5:23-30)

**Section 10. RESURRECTION** - We believe that those who die in Christ are immediately present with Him, while those who die in sin suffer the torments of hell awaiting the final judgment. We believe there shall be a bodily resurrection of the just and of the unjust: for the former a resurrection unto life and for the latter a resurrection unto final judgment. (Luke 16:19-26; 1 Thess. 4:15-17; Rev 20:12-15)

**Section 11. ESCHATOLOGY** - We believe the second coming of the Lord Jesus Christ is a vital doctrine of the Bible and is the vibrant hope of the church. This coming will be a visible, personal return for the Church. Since there is no method of predicting when He will return, the incentive for active holy living is magnified. (Acts 1:11; 1 Thess 4:15- 17)

## Administration

### Delbert Scott

President

### Chad Pollard

Vice President of Operations/Finance

### Christopher Sumpter

Vice President of Academic Affairs/Registrar

### Matt Lee

Vice President of Online/Adult Education and Admissions

### Jim Poteet

Vice President of Advancement and Athletics

### Harold Carpenter

Facilities Coordinator

### David Carpenter

Dean of Students

### Johnathon Janssen

Director of Athletics

### Dave Pedotto

Director of Admissions

## Board of Trustees

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\**Executive Committee*

## Accreditation, Recognitions and Affiliations

Kansas Christian College is accredited with the Commission on Accreditation of the Association for Biblical Higher Education, 5850 T.G. Lee Blvd., Ste. 130, Orlando, FL 32822, 407.207.0808.

KCC is recognized by

1. An act of the Kansas Legislature in 1982, H.B. 2923.
2. The Veterans' Administration for the training of veterans.
3. Customs & Immigration Enforcement/SEVIS division of the United States Department of Justice for the training of international students.

KCC qualifies for listing in the *Transfer Credit Practices* of the American Association of Collegiate Registrars and Admissions Officers and the *Kansas Educational Directory*.

KCC is recognized by regionally accredited universities as offering degrees that are accepted for entrance into a master's degree program. Credits earned by KCC students are routinely accepted by Nazarene Theological Seminary. KCC has articulation agreements or other transfer agreements



with the following: Barclay College, Liberty University, Central Christian College of Kansas, Ohio Christian University, Oklahoma Wesleyan University, Truman University, Johnson County Community College and MidAmerica Nazarene University.

## College Facilities

The Kansas Christian College campus is made up of five major buildings. The Cowen Memorial Auditorium houses some administrative offices and the auditorium/gymnasium which includes a full-size basketball court.

The Palmer Education Center includes the Watkins Memorial Library and a small science lab.

Shaver Hall houses a 86-person-capacity dormitory, one resident educator apartment, a staff apartment, campus cafeteria, student lounges, and dormitory laundry facilities.

A college classroom building provides for classrooms, a student center, music practice rooms, a music studio and space for a few faculty offices.

The administration building houses additional administrative offices, as well as the admissions offices.

## Library and Technology

The Watkins Memorial Library, located on the upper floor of the Palmer Education Center, serves both the high school and college departments of KCC. The purpose of the academic library is to offer necessary research materials for students and faculty to support the curriculum of KCC and to provide a variety of materials for recreational reading. The campus has Wi-Fi networks for classrooms and dorms.

## Library Hours

Daily Hours: 8:30 a.m. - 3:30 p.m., Monday - Friday

Evening hours: TBA

## Library Resources

The library offers mostly religious titles;

however, there are materials available on a variety of topics including history, science, math, literature, music, and psychology. A section of young adult fiction books is easily accessible to patrons. Also available: ProQuest, Infotrac, NetLibrary eBooks, Business and Management Practices, Routledge Religion eCollection,

Non-print materials are comprised of DVDs, videos and CDs. The following non-circulating CD libraries may be used within the library: Jeremiah LifeWorks, Thomas Nelson Bible Study, Quick Verse, Expositor's Bible Commentary, Lucado LifeWorks, Logos Scholars, McArthur LifeWorks, PC Bible Study, and Spanish Learning Suite. The library has Internet availability on patron computers, and there is a printer/copier available for use. Copies are 10¢ per page.

## Research Tools

Library personnel are available to assist students with research methods. The library OPAC catalog is available online. Library users may check their library accounts to see when their items are due or they may search for needed resources. Outside users may access the catalog through the following link:

<https://kcc.populiweb.com/library/catalog/index.php>

KCC students have a number of databases that can be used for research purposes through the Kansas State Library. Take note that it is important to select "Online Resources" on the home page, and then choose from the numerous databases available. Go to the following website to begin researching: <http://www.kslib.info/>

## Library Agreements

Reciprocal borrowing has been established between the Mabee Library of MidAmerica Nazarene University (MNU) and the KCC Watkins Memorial Library. KCC students may use the reference department and computers at the Mabee Library, and they have borrowing privi-

leges there. KCC extends this same courtesy to the students of MNU. The reference department of the Nazarene Theological Seminary library may also be used by KCC students.

## History of KCC

Kansas Christian College had its beginning in the Church of God (Holiness) at 29th and Askew in Kansas City, Missouri. There had been a growing concern that the young men and women of the Churches of God (Holiness), who were called to ministry, should have a proper place to prepare. The church building and some rented facilities nearby provided the campus from 1938 to 1941 for what was originally named the Kansas City Bible College and later, until 2015, was known as Kansas City College and Bible School.

In the summer of 1941, the school, realizing that it needed to expand, moved to its present location at 74th and Metcalf in Overland Park, a residential community in the southern part of the greater Kansas City area. The campus of about twenty acres provided a spacious setting for the school. Since that time, several tracts of land have been allocated for other purposes; for example, one for the College Church and the other for the Herald and Banner Press, leaving about eleven acres in our present campus.

The original campus had six buildings, including a fifty-six-room dormitory, an administration building, a kitchen/dining room, and three dwellings. In 1947 a chapel and classroom building was erected. In 1957 a classroom building was built to house the high school.

A major building program was launched in 1965 with the erection of a 46-room dormitory with kitchen and dining room facilities on the lower level, a two-story classroom building with almost 20,000 square feet of floor space, and a multipurpose auditorium used for camp meetings and other general assemblies. Physical education facilities and office space are also provided. With the completion of these buildings, the old administration building and the kitchen

and dining hall were razed.

One cannot view the present campus and facilities of Kansas Christian College without knowing that through the dedicated labors and consecrated money of many, God has wrought a miracle. Kansas Christian College remains dedicated to the training of men and women for holy life and service, making an impact on our world today.

## Completion/Placement Rates

[Note: This information only includes students who began college at KCC in a fall semester as first-time, full-time, degree-seeking students as per the federal definition of the word *cohort*.]

In compliance with the Student Right-to-Know Act, the college has determined that for students entering KCC as first-time, full-time, degree-seeking students for the 2008-2010 cohort, 25% of students completed their program at KCC within 150% of the published time.

The placement rate in degree-related fields for the 2016 graduating class is 100% involvement, but not necessarily in paid positions.

The retention rate from fall 2015 to fall 2016 was 67%.

In a 2015 survey of KCC graduates who have gone on to pursue graduate studies at other institutions of higher learning since 2011, the college received graduate-level GPA data for all but one such student for whom we could not obtain information. The average GPA for these students was an outstanding 3.89.

# Admissions Info

## Admission Policy

Admission to KCC may be denied to those persons whom the college considers to be a potential danger to the safety, security, and educational environment of the college and/or Overland Christian Schools. The college may revoke, or may subject to certain conditions, the admission of any already admitted person who is deemed to be a potential danger to safety or security or threatens to disrupt educational processes. Such persons shall be afforded due process as required by law.

### Notice of Nondiscriminatory Policy as to Students

Kansas Christian College admits students of any race, color, gender, or national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of age, race, color, gender, disability, or national or ethnic origin in administration of its educational policies, admissions policies, scholarship programs, and athletic and other school-administered programs. Although Kansas Christian College is affiliated with the Churches of God (Holiness), it is nondenominational and will accept students of various religious persuasions as long as they are willing to abide by the principles and policies of the school.

## Entrance Requirements

Applicants must be high school graduates with a minimum of 18 units. However, students who have not had the opportunity to complete their high school training may be admitted by successfully passing the General Educational Development (G.E.D.) test. Students presenting a G.E.D. must be at least 18 years of age. Other special admissions will be considered.

All high school seniors are urged to take the American College Test (ACT), the Scholastic Aptitude Test (SAT), or an equivalent test and request that test scores be forwarded to the Admissions Office. Kansas Christian College has been assigned the code number **1478** for the ACT Test and **5937** for the SAT in the

admissions testing program. These tests are suggested for admission and are helpful in giving academic guidance to a student.

## Entrance Exams

Incoming freshmen, as well as transferring students who have not satisfactorily completed English Composition I, are required to either submit an ACT or SAT writing test score or take the KCC writing skills entrance exam. Placement in English classes is dependent upon the test scores. Students whose score is 2 to 4 on the ACT writing exam or on the writing dimension of the SAT essay, or who do not achieve a satisfactory score on the entrance exam must enroll in ENG102 concurrently with ENG113.

All incoming students are required to take the Bible Knowledge exam. Placement in lower-level Bible courses is based on the student's score on the exam.

## Application Procedure

1. Fill out the application form available online at [www.kansaschristian.edu](http://www.kansaschristian.edu). Admissions personnel will contact you.
2. On the application form, provide contact information for three individuals who can provide character references for you. These should be individuals such as former teachers, pastors, coaches, job supervisors, or others who have held a position of authority over you. References from persons related to you will not be accepted.
3. Please request that **official** transcripts be sent to the KCC Office of Admissions from all colleges previously attended.
4. If you have not attended college or have successfully completed fewer than twelve college credit hours, request that the high school from which you graduated send an official transcript to the KCC Office of Admissions.
5. When the application form is complete and transcripts and references have been received, you will receive a notice informing you of your admission status.

## Provisional Acceptance Policy

A student with an incoming GPA below 2.0 may, at the discretion of the Applications Review Committee, be admitted to KCC provisionally.

A student admitted provisionally for academics will be required to register for a one-hour tutoring class the first semester and is not permitted to take more than twelve credit hours in his first semester. The student may not take a 200-, 300- or 400-level class without written permission from the vice president of academic affairs.

Failure to meet with the academic advisor as directed in the procedures manual and/or to attend the tutoring class as scheduled shall result in suspension from classes until such meetings have taken place. (2.24.17)

## Transfer Students

Students transferring credits from other recognized colleges and universities will be allowed credit for all work done at a level **above** D+ (i.e., C- or above), so long as the courses are in keeping with our curriculum offerings and program requirements. However, it should be recognized that credit accepted from another institution may or may not be applicable to specific degree programs. The college reserves the right to make the decision regarding applicability. Credit accepted from another institution will become a part of the permanent record of the student. **Official** transcripts must be sent directly from the Office of the Registrar from **each** college and university attended.

## Transfer of Credit Policy

It is the policy of Kansas Christian College to accept undergraduate courses from accredited institutions, subject to the considerations listed below. Transfer credit from non-accredited institutions is subject to evaluation by the registrar. Acceptance of all undergraduate classes, whether or not they were used toward another earned degree, is based on the following considerations:

1. Academic standing of the institution where earned, based upon the following guidelines:
  - a. Credit from colleges is normally assumed to have acceptable qualifications for transferability if the college is accredited by a USDE- or CHEA-

recognized accrediting agency.

- b. Credit from colleges that are candidates for USDE- or CHEA-recognized accreditation is assumed to come from schools with acceptable qualifications.

- c. Credit from colleges that lack membership with USDE- or CHEA-recognized accrediting agencies may lack that status for reasons unrelated to questions of quality. Such institutions, however, cannot provide a reliable, third-party assurance that they meet or exceed minimum standards. In such cases, special steps are taken to determine whether some or all of the requested credits can be transferred.

- d. College-level work completed at non-US colleges may be transferable to KCC. International student applicants who have attended schools and universities beyond secondary school level must send official transcripts (or certified true copies) for all academic work. Records not in English must be accompanied by a certified English translation of each document. The school reserves the right to require that the student procure an evaluation of the transcript from the transcript service recommended by the KCC Admissions Office. (2012; 2017)

2. The grade for the course is a C (2.0) or better.
3. Comparability of the nature, content and level of transfer credit of the course to be transferred (determined by review of the course description, syllabus, textbooks used, etc., and contact with knowledgeable and experienced faculty and staff at the sending and/or receiving institutions).
4. Relevance of the course to the student's KCC degree program determined by syllabi, textbooks, and official course descriptions. Courses to be transferred must fit the curriculum of the program in which the student is enrolled.
5. Course rigor, including amount of "seat time" and homework – derived from the catalog, course syllabi, Internet research, and/or phone calls to the sending institution. (5/2012)

## Application for Re-admission

Any student who maintains a resistant attitude toward school standards or spiritual life may be denied entrance during the following semester.

Any student whose schooling has been discontinued for reasons of poor conduct, attendance, or progress may apply for re-admission in any subsequent semester. The application will be favorably considered if there is evidence to show that the cause of the deficiency has been removed. The admissions committee may decide to outline specific requirements for admission for students who were earlier dismissed for disciplinary reasons.

A student who discontinues attendance at KCC for one or more semesters must apply for re-admission. Application forms are available online at [www.kansaschristian.edu](http://www.kansaschristian.edu) or are available in the admissions office.

## International Students

Kansas Christian College welcomes international students who seek to be trained and equipped for effective Christian service. Please note the following requirements:

1. The prospective college student must have completed twelve years of primary and secondary school prior to admission.
2. The process for securing a student visa can be complicated and time-consuming. Prospective students should plan to have their applications in to KCC several months in advance. We recommend that international students begin classes at the beginning of the KCC academic year in August.

## Procedure for Admission as an International Student

The prospective international student may apply for admission online by following instructions for admission on the KCC website. Additional requirements specific to international students are as follows:

1. On the application form, provide contact information for three individuals who can provide character references for you. These should be individuals such as former teachers, pastors, coaches, job supervisors, or others who have held a position of authority over you. References from persons related to you will not be accepted.

2. All incoming international students at Kansas Christian College whose native language is not English must present proof of English proficiency. (See section below regarding English proficiency.)

3. The prospective student will be sent an Affidavit of Support (I-134) form and a Certificate of Eligibility for Nonimmigrant Student Status (I-20) information form. The student must complete the I-20 information form, and the student or a sponsor must complete the Affidavit of Support, which validates sufficient financial resources for the student's expenses. (The approximate cost for each year of college, which includes room, meals, tuition and fees, is \$13,000 to \$15,000. Textbooks, private music lesson fees, and athletic fees are not included in this cost.) This amount is due upon enrollment.

4. The prospective student will submit a non-refundable application fee of \$200.00.

5. Please request that **official** transcripts be sent to the KCC Office of Admissions from all colleges previously attended. If you have not attended college or you have successfully completed fewer than twelve college credit hours, request that the high school from which you graduated send an **official** transcript to the KCC Office of Admissions.

6. Upon the college's approval of the student for study, an I-20 is issued to the student.

7. The student must apply for a student visa from the nearest United States embassy. At that time, the embassy will advise the student concerning the requirements and regulations for study in the United States.

The student should carefully read the section regarding **English Proficiency** below and complete all requirements listed.

## English Proficiency

International students whose native language is not English must submit proof of English language proficiency. Test score reports must be official, come

directly from the testing service, and be submitted at least **thirty days** before classes begin for the semester. The scores must be less than two years old. The language proficiency requirement can be satisfied in the following ways:

- TOEFL: A minimum TOEFL score of 70 on the Internet-based TOEFL or 530 on the paper exam
- IELTS: A minimum IELTS score of 6.0 on the academic test
- SAT: a score of 500 or higher on the Evidence-Based Reading and Writing section
- ACT: Score of 18 or higher on the English section

International students may be conditionally admitted with the following test scores:

- TOEFL: A minimum TOEFL score of 60 on the Internet-based TOEFL or 500 on the paper exam
- IELTS: A minimum IELTS score of 5.5 on the academic test

Students will remain in conditional status until they attain the minimum language proficiency requirement. Such students will be required to enroll in ESL courses and participate in regular on-campus testing.

KCC will still classify conditionally-admitted students as undergraduate students in their requested major preferences, but many academic courses will be closed to them with the exception of language-nonintensive courses, such as private music lessons. This will, of necessity, prolong their time to completion of the program.

These students are encouraged to live on campus in the residence halls with other KCC students, and they will have full access to KCC facilities and support services.

International students admitted to KCC must take responsibility to improve their English. If students are unable to achieve minimum test scores by the end of their second semester at KCC, they will not be permitted to continue their studies here.

## Denial or Revocation of Admission and/or Enrollment

In order to foster a safe learning environment, the college requires those individuals who have been convicted of a felony, and who are interested in attending

classes at the college, to disclose this information prior to registering for credit or audited classes.

Based on the nature of the offense and other factors, the college reserves the right to deny admission, revoke admission, limit enrollment and/or restrict activities of a student. Campus notifications will be initiated as deemed necessary. Failure to disclose a felony conviction may result in the student being immediately withdrawn from current classes and may result in disciplinary action including dismissal or expulsion, as outlined in the KCC Student Handbook.

# Student Life Info

## Student Life Activities

Kansas Christian College believes that student life activities are an important part of a student's education. Some of these activities provide the student an opportunity to channel skills and learning into practical experience. Other activities are for enjoyment and relaxation and give students the opportunity to fellowship with classmates. It is intended that all of these activities be Christ-honoring and have a part in developing the spiritual lives of our students. The following are some of the activities which are provided outside of the classroom.

## Spiritual Life

Because we are training men and women to serve in the church at home and abroad, we strongly urge our students to regularly attend and participate in a local congregation. There are several local Churches of God (Holiness), all of which provide regular and special services. All students are encouraged to attend one of these. However, we do recognize that students come to KCC from various denominations and may wish to continue their affiliations with them.

Sunday is a special day on which Christians celebrate the resurrection of Jesus Christ. Therefore, students should become a regular, active part of a local congregation, and refrain from unnecessary work, buying, selling, and other activities that would detract from making this a holy and worshipful day.

Chapel is a vital part of community life at Kansas Christian College. It is one of the few occasions when the college department has the opportunity to join with the high school and junior high for worship, instruction, and encouragement to serve. KCC is committed to being both a community of learning and a community of faith. Chapel services are designed to provide an opportunity to contribute to the integration

of faith, learning, and living.

College chapel meets two times each week. One service is held in conjunction with the OCS high school, during which time the campus chaplain and special guest speakers (evangelists, pastors, and missionaries) minister to the students. For the second chapel period, college students will meet in small groups for Bible study and fellowship.

See the *Student Handbook* for Chapel Attendance policy.

## New Student Orientation

College freshmen and all transferring students taking six or more daytime hours are required to participate in New Student Orientation before the fall semester begins. Various sessions will seek to acquaint the student with aspects of college life, as well as with the philosophy, policies, and procedures of KCC. In addition, tips will be given for topics such as note taking, study habits, test-taking skills, and personal relationships. Entrance exams for those who have not yet taken them are also scheduled as a part of the day which ends with a get-acquainted evening meal and activities.

## Campus Organizations

Students are encouraged to participate in extracurricular and cocurricular activities. A number of organizations on campus provide opportunities for such involvement.

The **Student Council** represents the interests of the student body and, under the direction of a sponsor, gives leadership and assistance in the planning of student activities. Each school year, council officers and a representative from each class are elected to this organization by the student body.

**Student body class organizations**—freshman, sophomore, junior, and senior—meet occasionally for the purpose of planning class events and fund-raising activities. Class officers are elected annually at the beginning of the school year.

Various other student clubs are often formed

for students who have special interests, such as photography, drama, etc.

## Housing and Food Services

One vital source of personal development is community living and group involvement. Many students live in the dormitory and take their meals in the cafeteria. However, if a student feels that other arrangements need to be made, he or she may submit a written petition to the Student Services Office requesting permission to live off campus. Permission may be granted by the Student Services Office for various reasons, such as the following:

- When an employer requires that the student live at the place of employment.
- When the student has relatives in the local area who will provide housing
- When the student has health problems which necessitate off-campus housing.

The dean of student services will take into consideration the following factors when making this decision:

- Spiritual condition of the student
- Personal/social status of the student (chapel attendance, discipline record, etc.)
- Financial responsibility of the student
- Age of the student

If the student is younger than twenty-one, a notarized letter from the parents/guardians must be submitted to the Student Services Office before permission will be granted. Submission of such a letter does not ensure that permission will be granted. Students under twenty-one must reapply at the beginning of each semester for off-campus housing. They may be granted a ten-day grace period to get the parental letter of permission.

If the student is not satisfied with the decision of the Student Services Office, a written appeal may be made to the Student Development Committee.

Students should check with the residence educators for room assignments. Requests for rooms and roommates are honored when possible. Unless requested otherwise, and as space

permits, students will automatically be assigned semi-private rooms.

Each dormitory student is required to furnish his or her own pillow, bed linens, blankets, towels, etc. Beds, dressers, desks and chairs, closets, and curtains or blinds are furnished by the college. Students are expected to maintain their rooms in satisfactory condition.

The college is not responsible for loss or damage of personal property due to fire, storms, floods, or thefts.

The college reserves the right to inspect all residential areas and take all necessary steps to ensure that the facilities are being appropriately maintained.

## Health Services

Shawnee Mission Health operates an Ask-A-Nurse phone hotline (24 x 7) for medical advice (913.676.7777).

These nurses are prepared to make necessary health-related referrals.

## Vehicles

The operation of vehicles on campus by KCC students is not a right, but a privilege, granted by the college. The privilege may be rescinded at any time if the student abuses it or becomes a problem to campus personnel or to the local police.

All vehicles must be registered with the business office. Students who bring their vehicles to college must produce proof of liability insurance. The college also strongly recommends that the student carry collision insurance.



# Behavior Guidelines

## Philosophy of Discipline — A Biblical Approach

At KCC, we attempt to understand and interpret all that we do from a Christian perspective. The conviction that God has created man and the world is fundamental to our Christian philosophy of life.

Individuals, organizations, and communities accordingly develop rules as a guide toward their goals. Rules also help to put into practice our basic moral and social principles. The necessity for rules, evident in everyday life, is rooted in the nature of man and society as creations of God. We adopt specific rules on the basis of our theological position and basic moral principles as well as social and cultural influences.

Beyond the general revelation about man and society, the genuine Christian regards the Bible as the specially revealed Word of God and as his final rule of faith and practice.

The Bible identifies some things as right and some as wrong (Ex. 20:1-17; Ps. 19; Matt. 5:17-20; Rom. 7:7-8:4; II Tim. 3:16, 17). Some of our rules have to do with unchanging moral laws.

The Bible also informs us that it is wrong to disobey government, except in the most unusual circumstances when civil obedience would conflict with obedience to God. Civil law is therefore binding on the Christian today, as it was in biblical times (Rom. 13:7; I Peter 2:11-17). Some of our rules have to do with civil law.

The Bible instructs that it is wrong to do what is inexpedient or imprudent because of the damaging consequences, even though the action is not wrong in itself. Christian liberty must act wisely in these matters, going the second mile in love (Acts 15:1-31; Rom. 14; I Cor. 8-10).

Some of our rules reflect judgments of prudence based on a consideration of the consequences to the individual or the college rather than the right or wrong of a practice. We must keep in mind that prudence involves concern for our influence on the college itself, the conservative holiness constituency we serve, the educational community, and the larger society of which we are a part.

Rules, then, are to be viewed not as legalistic impositions that degrade the person, nor as a means to self-justification, but rather as an attempt to do what is right, to act out of love, to consider the effect of what we do on ourselves and other persons, to pursue our goals in an orderly fashion, and so to glorify God in all that we do. For the Christian, God's grace through the indwelling Holy Spirit enlivens and motivates this kind of life (I Cor. 6:15-20; Rom. 8:2-5).

## Standards of Conduct

Students, by virtue of their enrollment, become citizens of the school community and agree to live within the stated standards of conduct of the school. While some may not have personal convictions in accordance with these standards, agreeing to observe them obligates the student to assume responsibility for honorable adherence to them while under the jurisdiction of the school. Students enrolling at the college should exercise the courteous consideration and the self-discipline necessary to achieve the aims and objectives of the school.

In keeping with the philosophy of the school and the church community it serves, the following standards are expected of all students:

1. Christian principles of morality should govern every personal and social relationship.
2. The use of alcoholic beverages, tobacco, illegal drugs, profane language, and obscene literature, gambling, and social dancing is not permitted.
3. The administration reserves the right to prohibit the attendance at any social gathering or entertainment establishment that is

deemed detrimental to the development of Christian character.

4. The abuse of the property of the school or that of other people is not tolerated.
5. Disorderly assembly or disruptive activity of students is prohibited.

No code of conduct, no matter how lengthy, could list all the situations in which choices and decisions must be made. What has been attempted here is to give students a generalized overview of what will be expected of them. More details are given in the *Student Handbook* and the dormitory guidelines.

## Suspension or Expulsion

Any student who persists in violating the standards and regulations of campus conduct, as formulated by the governing body, or who persistently fails to manifest the accepted qualities of ladies and gentlemen, will be subject to suspension or expulsion from this school. The *Student Handbook* details the procedural steps involved in suspension/expulsion.

## Grievance and Due Process

The student is afforded a grievance policy which outlines the steps to be taken to address a concern the student may have. The college has also set forth the manner in which due process will be effected. See the *Student Handbook* for the particulars on both of these concerns. Copies are available from the dean of students.

## Educational Rights

The college adheres to the Family Education Rights and Privacy Act of 1974 (Buckley Amendment) which guarantees students the right to know what information the college maintains about themselves and the right to ensure the accuracy of that information. Students also have the right to know who has access to files of information and for what purpose, and the right to limit the amount of information given. (See Student

Handbook for more information.) In most cases, students may instruct the college concerning the distribution of their personal information outside the college.

### Notice of Nondiscriminatory Policy as to Students:

Kansas Christian College admits students of any race, color, gender, or national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of age, race, color, gender, disability, or national or ethnic origin in administration of its educational policies, admissions policies, scholarship programs, and athletic and other school-administered programs. Although Kansas Christian College is affiliated with the Churches of God (Holiness), it is nondenominational and will accept students of various religious persuasions as long as they are willing to abide by the principles and policies of the school.

# Financial Info

## Per-Hour Tuition Schedule

Block Tuition (12-18 hours) . . . . .	\$3,540*
Regular Tuition (Per Credit Hour) . . .	\$ 295*
Independent Study (Per Credit Hour)\$	345*
Audit (Per Credit Hour) . . . . .	\$ 150*

### Online Program Tuition ...

<b>Block Tuition (12-18 hours)</b>	<b>\$3,300*</b>
<b>Online Tuition (Per Credit Hour)</b>	<b>\$ 275*</b>
<b>Audit (Per Class)</b>	<b>\$ 150*</b>

\*All prices listed in this catalog are subject to change without notice at the discretion of the KCC administration and/or Board of Trustees.

## Independent Study Fees

Tuition rates for independent study are listed above and do not qualify for any reductions or discounts.

## Residence Fee

Room and board for dorm students is \$3,450 per semester. This includes room and full meal plan. In most cases, rooms will be double occupancy. Additional charges could apply for any single occupancy room available.

## Financial Assistance

The primary responsibility for financing education lies with the student and his/her family. When the total resources they can provide do not meet their educational expenses, KCC will guide students and assist them with seeking alternate funds for their post-secondary education.

The KCC office of Financial Aid is established to coordinate and package financial aid to students interested in any form of financial assistance and works in cooperation with the

Director of Finance to help students pay their school expenses.

### Students seeking any form of financial assistance MUST follow the following procedures:

- Fill out a FAFSA application at FAFSA.gov.

The KCC Federal ID Number is  
021689

- Go to the KCC website and click on the KCC Virtual Financial Aid Office [<https://kccbs.vfao.com>] and register there.
- Contact the KCC Financial Aid Director for an appointment for your VFAO interview.

Your information is then available to the KCC Student Aid Office for processing.

## Financial Aid

KCC is approved by the US Department of Education to distribute Title IV Student Aid Funds for two programs - Pell Grants and Direct Student Loans. All student aid is administered in accordance with policies of the US Department of Education. KCC and students must meet certain thresholds of performance including Satisfactory Academic Progress (SAP). See pages 31-34.

## Title IV Grants

Pell Grants are need-based grants provided through the US Department of Education Title IV program for lower income undergraduate students who make application through the Free Application for Federal Student Aid (FAFSA) form and qualify by virtue of financial need.

## Costs for Fall 2017

The average first-time, full-time **resident** student can expect to pay the following during the fall semester\*:

### *Tuition, Residence Fee (per semester)*

Tuition, per credit hour.....	\$ 295.00
Block tuition, (12-18 hours).....	3,540.00
Independent study tuition, per credit hour .....	345.00
Audit tuition, per credit hour.....	150.00
Residence fee (dorm room and meals)	3,450.00

### *One-time Fees*

Room deposit (refundable).....	225.00
Application fee for international student .....	200.00
Background check fee .....	10.00

### *Registration, Graduation, and Transcript Fees*

Late registration fee, each semester .....	50.00
Add/drop fee, per occurrence .....	10.00
Graduation fee (e.g., diploma, cap, gown) .....	60.00
Transcript fee.....	12.50

### *Miscellaneous Fees (per semester)*

Student services fee .....	280.00
Enrollment fee (first-time students only).....	25.00
Dormitory services fee.....	125.00
Technology fee (online students only) .....	150.00
Athletic Fee.....	100.00
Private Applied Music lesson fee (non-performance-1 hr.)	250.00
Piano Proficiency lesson fee (2 credit hours)	500.00
Performance-Level lesson fee (2 credit hrs)..	800.00
Take a final exam early [per exam].....	25.00
ESL materials fee .....	75.00
Lab fee (per class)** .....	60.00
Materials fee (per class)**	Amount varies. Check with business office for details.

**\*Please note that listed charges are subject to change without notice.**

**\*\*The lab or materials fees are only for those classes which have fees, as listed in the Course Description section of this catalog.**

## Loans

KCC students may apply for Federal Direct Student Loans. Application may be made through the Free Application for Federal Student Aid (FASFA) form found at <https://kccbs.vfao.com>. Students are required to repay these loans. Repayment starts when the student is no longer enrolled in an approved program.

## Payment Plans

The following options are available for payment of accounts:

- Prepayment in full at the beginning of the semester.
- Payment through a monthly plan. This plan involves signing an automatic withdrawal agreement. Details are available in the business office. This option is not available for sponsors

of foreign students who have foreign bank accounts.

- Payment made by credit or debit card.
- Federal financial aid is available to qualifying KCC students. Contact the Financial Aid office for assistance in completing this process.

**Important:** Textbooks, supplies and fees can be charged on the student account, if the student is expecting to receive Federal Student Aid. All other students must pay for textbooks, supplies, and fees in full at registration. KCC accepts credit or debit cards with an additional fee. Also, please be advised that the listed prices are subject to change at the discretion of the administration.

### Timeliness of Payment

All payments due the school are to be kept current. If payments are not kept current, either or both of the following steps may be taken until satisfactory arrangements are approved by the vice president of finance.

1. The student will not be permitted to enroll for the following semester.
2. The account could be turned over to a collection agency, which will affect a student's credit report.

#### *Other policies in effect are as follows:*

1. Students may not receive a transcript (either official or unofficial) for any semester's work nor have credit for their work transferred to another institution at any time unless their school bills are paid.
2. Graduating students must have their accounts paid in full before receiving their diplomas.

### Refund Schedule for Independent Study Classes

Refunds for classes taken independently will be paid according to the following schedule.

Within one week of enrollment      75%

Within two weeks of enrollment      50%  
More than two weeks after enrollment 0%

### Refund Schedule for Residence Fee

Refunds for the dormitory room and board are prorated as of the date the cancellation is received in the business office. The deposit will be refunded within 30 days after a student withdraws or graduates provided there are no fines and no furniture or room damage. If the student owes a balance, the deposit will be applied to it.

### Schedule for Tuition and Private Lessons

- By end of 1st full week of classes    90%
  - By end of 2nd full week of classes   60%
  - By end of 3rd full week of classes   40%
  - By end of 4th full week of classes   20%
- No refunds are given after the end of the fourth week.

The date for calculating refunds is the date that the "Withdrawal from all Classes" form is submitted to the registrar.

### Refund Policy for Veterans

Students receiving Veterans' Administration benefits who find it necessary to withdraw before the end of the term will receive a pro rata refund for tuition and fees.

### Tuition Refund Policy for Classes Taken Online

Students may receive a 100% tuition refund before attendance is logged in the first week of class.

Attendance is posted as soon as a student responds to a discussion question, learning activity, or assignment within the online classroom.

- Week 1 - If a student decides to withdraw from the class during week 1 after the attendance has posted, there will be a 100% tuition refund for the class.
- Week 2 - If a student withdraws from class during week 2 after attendance has posted, there will be a 50% tuition refund.
- Week 3 - If a student withdraws during

week 3 after attendance has been posted, the student is no longer eligible for a tuition refund for the class.

Students must drop officially by completing the online withdrawal form. (Also see the Financial Aid refund policy which follows.)

### Financial Aid Refunds for Students Enrolled in Online Classes

Qualified students can receive a refund from their student accounts providing the following three requirements have been met:

- One course has been completed in the semester with a passing grade,
- Student continues to actively participate in registered courses according to the Online Attendance Policy (See below), and
- Enough financial aid has been received to exceed the semester charges.

Students should reasonably expect to receive a financial aid refund at the end of their second course in the term and at the end of their fourth course in the term as long as all of the above requirements have been met. One absence will delay the processing of the funds. Kansas Christian College will comply with any state-mandated refund policies that govern refunds for students matriculating within the state in question.

### Textbook Refund Policy for Online Students

Refunds will be made for textbooks on the following conditions:

- The student has officially withdrawn from the course that uses the textbook(s) for which a refund is being requested, and
- The textbook(s) is returned to vendor within two weeks of the course start date, and
- The textbook has not been written in, marked in, or damaged in any way.
- No refunds on shipping and handling.

### Student Employment

Students are encouraged to seek employment when their financial circumstances require it. If a student must work full-time (forty hours per week), he is expected to carefully plan his work schedule, course loads, and class schedules with the assistance of his academic advisor.

### Non-KCC Grants & Benefits

#### Grants

**Vocational Rehabilitation Grants** are offered through many states to residents who have a disability that is a handicap to employment. Further information may be obtained by contacting the Division of Vocational Rehabilitation at the State Department of Education in the student's home state capital.

The **Bureau of Indian Affairs** offers grants to American Indian students. This is handled on a tribe-by-tribe basis. The prospective student is encouraged to check with the educational officer of his specific tribe to see if they participate in this program. Eligibility often includes requirements such as demonstrated financial need and satisfactory academic progress. Additional information and the application materials are available through the area agency office holding records of the student's tribal membership.

#### Benefits

The **Social Security Administration** pays monthly benefits to dependent unmarried students whose parents have become eligible for Social Security benefits or whose parent is deceased. Further information is available from any Social Security Administration Office.

#### Veterans' Education Benefits

The Kansas State Approving Agency is responsible for evaluating and approving programs for Veterans' Education Benefits. Many of the

KCC on-campus degree programs have been approved for Veterans' Education Benefits. Veterans, reservists, and eligible dependents requesting benefits must complete the appropriate forms available from any local or regional Veterans Administration Office and may find more complete approved program information at the KCC Financial Aid Office.

**GI Bill®** is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <http://www.benefits.va.gov/gibill>.

**Survivors and Dependents Assistance** is offered to many children of veterans who died or were permanently and totally disabled in or as a result of service in the Armed Forces of the United States. Spouses may also qualify if the veteran-spouse is deceased or permanently and totally disabled from service-connected causes. Further information is available from any local or regional Veterans' Administration Office.

## Scholarships

### Academic Scholarships

Academic scholarships are available for full-time traditional students. They range from \$1,000 to \$4,000 annually and are renewable if the appropriate cumulative GPA is maintained and the student remains in good standing with the college. Academic awards ranging from \$1,000-\$2,500 must maintain a cumulative GPA of 3.25. Academic awards ranging from \$3,000-\$4,000 must maintain a cumulative GPA of 3.5. They will be reviewed at the end of the academic year.

**For the chart below, please note the following instructions:**

**Incoming Freshmen:** Add the appropriate point values for your cumulative high school GPA and SAT/ACT score.

**Transferring Students:** Double the point value of your cumulative college GPA only.

Cumulative GPA	Point Value	SAT/ACT Score	Point Value
3.0	1	1020/22	1
<b>3.2</b>	<b>2</b>	<b>1070/23</b>	<b>2</b>
3.4	3	1110/24	3
<b>3.6</b>	<b>4</b>	<b>1150/25</b>	<b>4</b>
3.7	5	1190/26	5
<b>3.8</b>	<b>6</b>	<b>1220/27</b>	<b>6</b>
3.9	7	1260/28	7
<b>4.0</b>	<b>8</b>	<b>1300/29</b>	<b>8</b>

Awards Based on Point Value	
1 point	\$1,000*
<b>2-4 points</b>	<b>\$1,500*</b>
5-6 points	\$2,000*
<b>7-8 points</b>	<b>\$2,500*</b>
9-10 points	\$3,000**
<b>11-13 points</b>	<b>\$3,500**</b>
14-16 points	\$4,000**

\*Must maintain a 3.25 cumulative GPA for annual renewal

\*\*Must maintain a 3.5 cumulative GPA for annual renewal

## Presidential Merit Scholarship

- This scholarship is available to full-time, traditional first-time or transfer students.
- The scholarship is renewable annually with a 3.5 cumulative GPA and by remaining in good standing with the college.
- The scholarship is for \$2,500 annually and will be awarded based on a committee selection process.
- To be considered for a Presidential Merit Scholarship, a student must be nominated by a pastor, youth pastor, school administrator or counselor, Board of Trustees members, or KCC faculty or staff member.
- Application must be submitted by March 15 and students must complete their FAFSA and KCC scholarship application by April 1. The announcement will be made by April 15 by the Admissions Office.

## Valedictorian and Salutatorian Scholarship

- KCC offers an annual \$5,000 tuition scholarship to the valedictorian and a \$3,000 tuition scholarship to the salutatorian of high schools, though some restrictions may apply.
- Must be ranked #1 or #2 in his or her class having GPA's of 3.7 or 3.5 respectively as verified at time of awarding and on final, official transcript.
- Must meet the KCC admission criteria.
- Transcripts will be evaluated on a weighted GPA, 4.0 scale.
- Must be entering as a first-time, full-time traditional freshman student directly out of high school.
- Renewable annually with a 3.5 cumulative GPA.
- The only additional institutional aid that students may add to this award is the Church of God (Holiness) member and church matching funds.
- A non-refundable enrollment deposit and signed award letter must be received by April 1.

## National Merit Scholarship

This award is for finalists, semi-finalists or those receiving commendation in the National Merit Program who are enrolled full-time and living on campus at KCC. This scholarship may be received for up to four years of continuous enrollment. Students can be awarded up to a maximum of 100% tuition. An academic scholarship will not be added to this award for finalists and semi-finalists.

- Finalist: Full-Tuition
- Semi-Finalist: Half-Tuition
- Commendation: \$1,000 per year

## Donor Scholarships

### Eli Crum Scholarship

The Eli Crum Music Scholarship is in memory of former faculty member Eli Crum. It is available to a music major.

### Gildersleeve Scholarship

The Gildersleeve Scholarship is in honor of Edna R. Gildersleeve. The order of priority for the recipient is as follows: (1) a student who plans to be an English teacher, (2) an elementary education major, (3) a student who has a financial need.

### Holland Scholarship

The Holland Scholarship is sponsored by Dr. I.C. Holland, and is awarded to a religion major from a Church of God (Holiness) background who has excellent Christian character and displays academic excellence.

### Mable Johnson Scholarship

The Mable Johnson Scholarship is in memory of Mrs. Mable Johnson and is awarded to a music major.

### Reuben Lowery Family Scholarship

Sponsored by the Reuben H. Lowery family, this scholarship is for a worthy student who has a financial need. The recipient is chosen by the KCC Scholarship Committee.

### Ruby Mays Scholarship

This scholarship is awarded to a student with a



major in Christian education, preferably with an emphasis in secondary English. The recipient is chosen by Ruby (Mays) Rice.

### **Palmer Scholarship**

The Palmer Scholarship is in memory of Leslie Palmer, long-time faculty member. It is divided between a high school student and a college student.

### **Payne Scholarship**

The Payne Scholarship is awarded to descendants of the Payne family, graduates of Mt. Zion Bible School, or students with a Church of God (Holiness) background.

### **Dr. E.W. Roy Scholarship**

This award is presented to a selected student pursuing the Bachelor of Arts in Religion degree. Candidates must have excellent scholastic credentials, must be outstanding in Christian character as manifested in school and social life, and must indicate a comprehensive understanding and application of traits and abilities necessary for full-time Christian work. The candidate must be taking a minimum of twelve college hours per semester at KCC.

### **Hertha Roy Scholarship**

This is a one-time award given to an international student or missions student. Candidates must have excellent scholastic credentials, must be outstanding in Christian character as manifested in school and social life, and, in the case of international students, must be planning to return to their homeland after graduation.

### **Vieth Scholarship**

This scholarship is need-based and is administered by the Church of God (Holiness) Foundation Board. An interested student should contact the KCC VP of academics or the Foundation Board secretary at the following address for an application:

Foundation Board Secretary  
Church of God (Holiness)  
P.O. Box 4244  
Overland Park, KS 66204

### **Larry Warford Scholarship**

This scholarship is awarded to selected students attending Church of God (Holiness) schools at the high school or college level. It is administered by the Church of God (Holiness) foundation board. An interested student should contact the administrator of the local Church of God (Holiness) school, or contact a KCC administrator for a KCC scholarship application. If information is not available there, contact the foundation board secretary at the address below:

Foundation Board Secretary  
Church of God (Holiness)  
P.O. Box 4244  
Overland Park, KS 66204

### **Cordelia Williams Memorial Scholarship**

The Williams Scholarship is made available by the Daniel Williams family to a ministerial or missions major. The recipient will be chosen by the Williams family. The award amount may vary.

### **Yocum Memorial Missionary Scholarship**

Junior and senior missions students may also apply for the Yocum Memorial Missionary Scholarship through the Evangelistic Faith Missions. Information is available in the financial aid office.

#### **Notice of Nondiscriminatory Policy as to Students:**

Kansas Christian College admits students of any race, color, gender, or national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of age, race, color, gender, disability, or national or ethnic origin in administration of its educational policies, admissions policies, scholarship programs, and athletic and other school-administered programs. Although Kansas Christian College is affiliated with the Churches of God (Holiness), it is nondenominational and will accept students of various religious persuasions as long as they are willing to abide by the principles and policies of the school.

# Academic Info

## Catalog of Reference

Students will graduate under the requirements of the catalog in effect when they begin their programs or a newer catalog placed in effect while they are students. If the student withdraws from KCC and later re-enrolls after more than one semester of academic inactivity, he will graduate under the catalog in effect at the time of his re-enrollment, or a newer catalog placed in effect while he is registered as a student.

## Student Responsibilities

The administration and faculty of KCC attempt to outline clearly and advise consistently concerning requirements for graduation and the student's progress in meeting these requirements. Part of the student's personal development, however, is the recognition and acceptance of responsibilities in meeting all graduation requirements. The student is expected to take initiative to follow through in the completion of all requirements and details of the academic program.

## Classification of Students

Each student's academic classification is determined at the beginning of the fall semester, and will remain at that level throughout that school year. A student is considered full-time when enrolled for twelve or more hours per semester.

The following classifications are used for both full-time and part-time students:

- Freshman..... 0 - 29 hours
- Sophomore ..... 30 - 59 hours
- Junior..... 60 - 89 hours
- Senior ..... at least 90 hours

## Credit Hour Definition

A credit hour is the basic unit of measure for college credit representing the traditional

academic value of learning activities. At KCC, a semester credit hour represents a minimum of 50 minutes of instruction per week over a 15-week period, supplemented by one to two hours of preparation for each hour of instruction for the average student; or the equivalent amount of time in instructor-designated learning activities. Time for final examinations is outside these specifications. The assignment of credit hours may be based on intended learning outcomes, verified through student achievement, that the institution determines are reasonably equivalent to a credit hour of student work.

## Course Numbering System

Kansas Christian College is in the process of revising the course numbering system. Currently, the following numbers are in use.

- 000-099 Remedial
- 100-199 or 1000-1999 Freshman
- 200-299 or 2000-2999 Sophomore
- 300-399 or 3000-3999 Junior
- 400-499 or 4000-4999 Senior

## Student Class Load/Overload

Twelve to fifteen college hours for each semester constitutes a normal student load. To enroll for more than fifteen hours, a student must secure the written approval of his program coordinator. To enroll for more than eighteen hours, the student must secure the written approval of the vice president of academic affairs. Should a student later show his inability to successfully carry his excess hours, this permission may be revoked.

A maximum class load of twelve hours is recommended for students who are employed twenty-five or more hours per week.

## Grading System

The academic work of the student is graded in accordance with the following system:

A	Exceptional	90 - 100
B...	Above Average ..	80 - 89
C...	Average.....	70 - 79
D...	Below Average ..	60 - 69
F ...	Failing ...	Below 60
W .....	Withdrawal	
I .....	Incomplete	
CR .....	Credit	
NC .....	No Credit	
AU .....	Successful Audit	
UA .....	Unsuccessful Audit	

A grade of “F” indicates failure and necessitates a satisfactory repetition of the course before credit can be allowed. A grade of “W” is recorded when a student has withdrawn after the second week of classes and before the beginning of the tenth week.

A grade of “I” indicates incomplete work and is to be given only when extenuating circumstances prevent the student from completing the course work during the semester. It is the student’s responsibility to arrange with the instructor for the completion of the course. Re-enrollment in the course would not normally be required for successful completion. Course work needed to remove the “I” grade is expected to be completed not more than thirty days following the end of the semester. All “I” grades will be changed to “F” on the student’s transcript if the instructor has not initiated a grade change within thirty days following the end of the grading period for which the “I” was given.

A grade of “CR” is given if the student successfully completes a class for which no letter grade is given. If the student fails to successfully complete such a class, a grade of “NC” is given.

A grade of “AU” is given if the student successfully audits a class (attends at least two-thirds of the sessions). If the student fails to successfully audit a class, a grade of “UA” is given.

## Grade Changes

If a student believes that an error has been made in the computation of a semester grade and

desires to request a grade change, the student should first appeal to the instructor and second to the vice president of academic affairs (VPAA). The grade may be changed only by the consent of the instructor upon the recommendation of the VPAA. This must be done within two weeks of the day the grades are issued. (5/2012)

## Auditing Classes

A student auditing a class does not receive an academic letter grade and may, but is not required to, fulfill the course requirements. The person who audits a course is not permitted to obtain credit for the course except by taking the course later by regular enrollment and meeting all the requirements for credit. Students auditing classes must attend two-thirds of the class sessions before the course is entered on the transcript as a successful audit. Credit registration cannot be converted to audit status at any time, and audit registration cannot be changed to credit registration. Financial aid will not pay for courses completed by auditing.

## Attendance Policy

As there is a direct correlation between class attendance and academic success, students are expected to be faithful in attendance to their courses. Instructors may set attendance policies for individual courses, incentivizing regular class attendance and providing sanctions for excessive absence or tardiness.

It is understood, however, that students may occasionally need to miss class sessions due to school-sponsored events, hospitalization or severe illness. When class sessions are to be missed for a school-sponsored event, students who make arrangements with the instructor in advance of the missed class session will be considered excused. Students who have missed class for other extenuating circumstances need to discuss the reasons for their absence with the instructor no later than the next time the class meets. Students with excused absences should be granted the opportunity to complete missed assignments in a timely manner.

In any case, students assume full responsi-

bility for completing work assignments for missed class sessions. Instructors are neither required nor encouraged to allow make-up opportunities for students who have unexcused absences in a course. In cases not involving school-sponsored activities, instructors have full authority and responsibility for determining whether an absence is excused or not and for whether missed work may be submitted for grading.

A student who wishes to withdraw from an individual course or all courses should obtain the appropriate form from the registrar. If a student fails to follow the appropriate withdrawal procedure but does not attend class for three consecutive weeks, the instructor will notify the registrar. At that point, the college will consider the student withdrawn from class and will proceed as though the student had dropped the course on the last date of attendance. Exceptions may be made by the vice president of academic affairs in rare cases (e.g. if the student has an extended hospitalization but is making regular contact with instructors).

### Tardy Policy

A student is tardy whenever he is not in his seat when class roll is taken. Being consistently late to class or chapel is unacceptable. In most cases, this is considered to be a behavioral and self-discipline problem rather than an academic problem. In the case of such behavior, the student will be referred to the student's advisor for consultation and/or corrective action.

### Online Attendance Policy

Attendance in online programs is determined by participation in weekly learning activities. A student is reported absent for a week if there is no participation in course discussions or submission of assignments during that week. Under emergency circumstances, a student may be allowed one absence in courses that are four weeks or more in length. No absences are allowed in courses that are three weeks or shorter in length. Students exceeding the allowed absences will be given a withdrawal grade regardless

of the circumstances. The only exception is for military reserve personnel fulfilling annual training requirements.

### Examinations

Students are expected to take examinations when they are scheduled and announced by the teacher. If a student taking a late test does not receive prior permission to take that test late, a one-letter-grade penalty will be assessed to the grade earned. Emergency situations arising on the day of the examination will be taken into consideration by the instructor.

The final exam schedule for college classes is issued by the registrar. Students are required to be present for course final exams when scheduled. Exceptions are granted only by advance permission of the vice president of academic affairs and by payment of the required fee.

Graduating college seniors with a grade of "B" or above, may, at the discretion of the specific instructor, be excused from taking the final exam at the end of their last semester or term.

### Repeat Courses

A student may repeat five courses or a maximum of seventeen semester hours of work in which he has "D" or "F" grades. Although the former grade will remain on the transcript, only the last grade will be used in determining the student's GPA.

A student may take a class for credit which was earlier audited without its being counted in this seventeen-hour maximum.

### Withdrawal

Students who desire to withdraw from a class must first talk with their advisors. If the advisor is in agreement, the student should secure the appropriate form from the registrar's office and follow the procedure outlined by that form. Students may withdraw from a class during the first two weeks of classes with no reflection of this on their permanent record. Students who withdraw from classes after the end of the second week but before the beginning of the tenth full week of the semester will receive a grade of "W"

on their permanent record. After the beginning of the tenth week, the professor must assign a regular letter grade for the class.

## Adding Classes for Credit

Check the calendar for the last day to enroll for credit for a class. Exceptions must be approved by the appropriate division chair in consultation with the course instructor.

## Late Registration

All students are expected to be present and to complete registration within the time allotted for this purpose. A fee is charged students who enroll after the regular registration period. No registrations for regular classes are accepted after the stated deadline, except with permission of the vice president of academic affairs.

## Independent Study Policy

Students are allowed to take a total of nine hours of independent study in their college program. This privilege will be afforded mainly to seniors who are unable to pick up a particular class at its scheduled offering. It should be noted that the nature of some classes does not allow for independent study (e.g., Conducting). Students are also discouraged from taking independently the classes which are considered foundational to their programs. Independent study tuition paid by students who later elect to take the class as a regular on-campus class will not apply toward the tuition for the on-campus class.

The student must obtain permission from the vice president of academic affairs to enroll in the independent study course, and then complete the independent study request form and obtain the necessary signatures in the order given on the form. This form must be completed in addition to the regular registration process.

All students enrolled in individualized courses, including faculty spouse and children, will be charged the going rate for independent studies, per semester hour, for the course. No discounts are given.

As soon as the registrar notifies the cooperating professor that the student has enrolled and that necessary financial arrangements have

been made, the professor can release the course materials to the student.

The student will be responsible for completing the class requirements within the two terms following enrollment for the course. For this purpose, the fall semester, spring semester, and the summer break will each be considered one term. At the end of the two terms, in most cases, the grade that has been earned at that point will be given.

## Credit for Prior Learning (CPL)

### *Credit for Prior Learning Guidelines*

1. Credit for Prior Learning (CPL) may be provisionally awarded upon petition. The student may not be on academic probation.

2. Students applying for CPL must be in good financial standing with KCC. All applicable CPL fees must be paid before credits are added to the transcript.

3. Students must be enrolled at KCC at the time a petition for CPL is made.

4. CPL will only be applied for courses taught at KCC. Exceptions may be granted in unusual situations by the Vice President of Academic Affairs.

5. A maximum of 15 credit hours toward an associate's degree or 30 credit hours toward a baccalaureate degree may be earned through CPL. CPL cannot be used to meet the residency requirements of a degree program.

6. Students may not earn CPL for courses for which they have already received credit, either through transfer or through passing a KCC course.

7. No more than six of the final thirty hours of a program may be obtained via CPL, and then only by petition.

8. CPL will not be granted for capstone courses (e.g., Spiritual Formation III). In other courses which require a major paper, submission of the paper will be required before the awarding of CPL for that course.

9. CPL awarded by any institution of higher education accredited by agencies recognized by the

U.S. Department of Education will be evaluated in the same manner as regularly graded coursework from that institution. The credit awarded will be adjusted according to the CPL policies of KCC.

10. CPL credits are posted on the KCC transcript as credit, but they are not graded and do not impact the student's grade point average (GPA).

### ***Credit for US Military Courses***

Some ACE-recommended credit may also be awarded for military courses. KCC will accept CLEP/DSSTs scores from an official military transcript.

### ***Credit for Prior Learning Based on Portfolio Review***

Students wishing to gain credit for prior learning may submit portfolios evidencing learning gained through experience. Such students must enroll in a portfolio design course, which will instruct them in how to collect and organize materials to evidence learning and fulfillment of course objectives. Portfolio reviews will be conducted by KCC instructors who normally teach the courses for which credit is being sought.

### ***Student Costs***

1. Fees for tests administered by third-party organization (e.g. CLEP) will be collected by the testing organization. KCC will assess a transcription fee for each course accepted, regardless of the number of credits.

2. KCC will assess a transcription fee for each course accepted when evaluating a military transcript for credit.

3. The first portfolio submitted would be included in the tuition for the portfolio design course. Each additional portfolio would require payment of an evaluation fee, plus the transcription fee for each course for which credit is granted.

### **Transcripts**

An official transcript is not normally issued to a student or former student, but is sent directly to another institution, or to an official of an or-

ganization, at the student's request. Requests for transcripts (including student copies) should be submitted through the KCC website to Parchment Exchange. Information is available on the KCC site under the "Academics" drop-down menu.

A transcript cannot be issued to or for a student indebted to this college until payment has been made.

### **Academic Advisors**

Each student is assigned to an academic advisor who teaches in the area in which the student plans to concentrate. The academic advisor gives the student counsel in choosing his courses and planning his college career.

### **Ministry Formation (Student Ministry)**

All KCC students, faculty and staff are expected to be involved in ministry and service to the broader community. While each individual is encouraged to pursue his or her own path of ministry, we also come together once each semester for a corporate act of service. On one Friday in each term, the entire KCC community participates in an organized service activity. The date of this activity is announced well in advance so that each person can make arrangements to be available for that day. Attendance is mandatory for all students and highly encouraged for as many faculty and staff as are able to be involved.

### **"College Now" Program**

The KCC "College Now" program is designed to provide high school seniors who are maintaining a grade point average of 3.0 or higher with the opportunity of taking advantage of the educational opportunities offered at KCC. The program offers these students the option of taking college level courses for both high school and college credit. The student may take no more than twelve credit hours within the academic year, except by permission.

Students who desire to participate in this program and who have maintained the required GPA for their most recent year of high school must fill out the College Now Program Application form and pay both the high school tuition (for OCS students) and college registration, tuition, and fees. In addition, it will be the student's respon-

sibility to obtain the signature of the teacher of the college class being requested as well as the signatures of the high school principal and the vice president of academic affairs. It will also be the responsibility of the student to apprise the business office that he or she is enrolling in the KCC “College Now” program at the time payment of tuition and fees is made.

## Semester Honor Rolls

All students carrying twelve hours or more who achieve the following semester GPA’s will receive special recognition for their academic achievement as follows:

President’s Honor Roll	4.0
Dean’s Honor Roll	3.5
College Merit Honor Roll	3.0

No student with an “I” (incomplete) will be placed on the honor roll lists.

## Residency Requirements

A minimum of thirty semester hours in residence (enrolled at KCC) with a minimum GPA of 2.0 must be completed before a student may graduate from KCC. Eight of these thirty semester hours must be in the field in which the student is majoring. Not more than six of the final thirty hours may be transferred from another school, and then only by petition. An exception may be made to facilitate an academic partnership agreement with another institution which has been approved by our administration.

## Double Majors

A student may earn a double major at the bachelor level if he or she satisfies the requirements of both majors. (5/2012; revised 4/2017)

## Graduation with Honors

Eligibility for graduation with honors is based on both the cumulative grade point average (GPA) and the GPA for the last sixty hours.

Students receiving a bachelor’s degree from this college with a GPA of 3.70-3.79 will have conferred upon them the distinction of graduat-

ing *Cum Laude*. Students attaining a GPA of 3.80-3.89 will have conferred upon them the distinction of graduating *Magna Cum Laude*, and those with a GPA of 3.90 and above will be honored as graduating *Summa Cum Laude*.

Announcement of these honors will be made during the commencement exercises.

## Graduation Clearance

Each candidate for a degree is responsible for meeting all requirements for graduation. The faculty advisor approves the courses designed to meet divisional and major program requirements. The office of the registrar reviews all other requirements, including semester-hour totals, residency, and GPA.

1. All degree requirements for specific programs as listed in this catalog must be met.
2. The student must maintain an overall GPA of 2.0 or higher.
3. The student must maintain a GPA of at least 2.5 in his or her major area. (Major area for this purpose is the Professional Field requirements plus the Major Emphasis core area, e.g., *Pastoral Emphasis*.)
4. Students must successfully participate in and complete any required paperwork for the scheduled Ministry Formation activities each semester of enrollment.
5. All financial obligations must be satisfied in the business office.
6. Clearance must be given to each prospective graduate by the administrative offices, including the dean of students, the registrar, and the library.
7. Any “incompletes” in courses to be counted toward graduation requirements must be cleared by April 15.
8. Applications for degree candidacy will be evaluated by the faculty but will also be reviewed by the Board of Trustees.

## Student of the Year

An outstanding college student is normally chosen as the Student of the Year and announced at the closing of school. This student, chosen by the college student body and college faculty,

must have at least a 3.0 cumulative GPA; must be outstanding in achievements of offices held in classes, clubs, or athletics; must be outstanding in Christian character as manifested in school and social life; must be taking a minimum of twelve college hours or enough to complete degree requirements; and must be enrolled for at least his/her second semester at KCC. No student may be elected two years in a row, but may be re-elected after at least a one-year lapse.

### Esther Adams Award

This award is presented to a ministerial student or missions major who meets the following criteria: The student must have completed a minimum of seventy-five hours prior to the semester in which he is chosen, must be carrying a minimum of twelve hours in the semester of nomination or enough to complete degree requirements, must have a cumulative GPA of 2.5 or above, and must indicate a comprehensive understanding and application of traits and abilities necessary for full-time Christian work. No student is eligible during his first semester of work at KCC. No student may be elected twice. The recipient of the Esther Adams Award is chosen by the college faculty.

## Academic Progress

It is of utmost importance for all students to be making academic progress while taking classes at KCC. The student is encouraged to consult his teachers and/or academic advisor at the earliest sign of difficulty. The faculty is committed to assisting students in being academically successful at KCC.

### Evaluating Academic Progress

For purposes of determining academic probation, only courses transferred to KCC, courses taken at KCC that apply toward a student's degree program, and for-credit remedial courses taken at KCC to prepare the student for said degree program, will be taken into account.

Percentage of hours completed will be cal-

culated by dividing the number of credit hours attempted (including withdrawals and failures) by the number of credit hours completed. Students who fail to complete two-thirds of attempted credit hours either for the term or cumulatively will be placed on academic probation.

If a student retakes a course for which he has received a failing grade, both attempts at the class count toward the total hours attempted, whereas, only the last grade is included when computing the GPA. Self-paced courses which are not completed by the end of the second term following enrollment will record a grade of "F" at the close of the second term. For this purpose, fall semester, spring semester, and summer break will each be considered one term.

Grade point average will be calculated by dividing the number of quality points awarded by the number of credit hours attempted (including failures but not withdrawals). Students who fail to meet the following GPA standards either for the term or cumulatively will be placed on academic probation:

Successfully Completed Hours	Minimum GPA
1 – 12	1.5
13 – 24	1.6
25 – 36	1.7
37 – 48	1.8
49 – 59	1.9
60 or more	2.0

The student should be aware that, in order to raise a deficient cumulative GPA, the current semester GPA will likely need to be higher than that given on the chart.

### Satisfactory Academic Progress in Regard to Financial Aid

Satisfactory Academic Progress (SAP) is based on three components: completion rate, time frame and grade point average (GPA).



Details follow here:

### 1. Completion Rate

A student must complete 67% of all hours attempted for financial aid eligibility. This is determined by dividing the hours attempted by the hours earned. Only hours that count toward the student's current program should be counted as both attempted and earned hours. Attempted hours will include grades of F, NC, I, and W. Yet, these grades will NOT count as earned hours. Additional guidelines are as follows:

- o Repeating courses will add to the total number of attempted hours but will only count once as earned hours.
- o Repeated courses will be funded only one time.

### 2. Timeframe

A student can only receive financial aid for a maximum of 1.5 times the total credit hours required for his/her degree program, as measured in credit hours. For any major that requires 120 credit hours for graduation this equals a maximum of 180 hours that can be attempted. For any majors requiring more than 120 hours, the maximum allowed will be calculated accordingly. Any hours attempted, but not completed, will count. Additionally,

- o Transfer credit hours which transfer into the current degree program must be included in the maximum (e.g., 180, for a 120-hour program).
- o Repeated courses, failed courses, and withdrawals will also count towards the maximum.
- o An appeal must be submitted by any student who has exceeded the maximum timeframe allowed due to transfer hours or change of major. Student Financial Services will review the credits attempted that apply towards the student's program of study in order

to determine future financial aid eligibility. An academic plan signed by the vice president of academic affairs will be required.

- o If a student changes majors and/or degrees, the satisfactory academic progress time frame for financial aid eligibility will be re-evaluated on a case-by-case basis through the appeal process.

### 3. Grade Point Average (GPA)

Students must achieve a cumulative GPA of 2.0 by the end of the fourth semester/payment period and maintain the 2.0 for the duration of their eligibility. Only courses that count toward the student's current program should be used to calculate cumulative GPA. Repeated courses and failed courses which have not been repeated will also count towards the cumulative GPA.

### SAP Review for Financial Aid

After each semester/payment period, Student Financial Services will review completion rate, timeframe and GPA for each student enrolled in that semester/payment period. Depending on the student's status relative to these factors, the student's progress for financial aid purposes will be determined as follows:

1. **Satisfactory Progress** applies to any student who passed the appropriate number of earned hours to attempted hours, who has not exceeded the maximum total attempted hours allowed for their program, and whose GPA meets the SAP requirements listed above.
2. **Financial Aid Warning** applies to any student who fails to meet the requirements for completion, timeframe, and GPA for the semester. A warning letter will be sent at the end of the semester to the student to indicate why s/he is receiving a warning and what must be done within the next semester to be back in accordance with SAP requirements. If the student fails to meet these requirements, his/her federal, state, and institutional financial aid

will be suspended for future semesters, unless s/he appeals and the appeal is granted. The student must bring his/her hours and/or GPA back into good standing or submit an appeal to regain financial aid eligibility. A student cannot have two consecutive semesters on warning.

3. **Financial Aid Probation** applies only to a student who has failed to meet the SAP requirements listed above and has had an appeal approved by the VPAA. A student may be on probation for one semester only. If a student has not met the SAP requirements listed above by the end of the probationary semester, s/he should work with the VPAA or a student financial advisor to understand what options exist to regain eligibility.

4. **Unsatisfactory Progress** applies to a student who has not met the requirements for completion rate, attempted hours, and GPA after his/her warning period and is neither on financial aid probation, nor has an approved appeal. This student is not eligible for federal, state, or institutional financial aid until s/he meets the requirements in each of these three areas.

5. **Academic Plan** applies to any student who has submitted an academic plan as part of a SAP appeal and has successfully completed the goals for that semester as outlined by the plan. The student continues to remain eligible for federal and state financial aid, but does not meet the definition of a SAP-eligible student.

## SAP Appeal Process

1. A student who wishes to appeal his/her unsatisfactory academic progress determination must submit a SAP Appeal Form to the VPAA. SAP appeals are reviewed based on extenuating circumstances, such as serious injury or illness involving the student, death of an immediate family member, or other circumstances beyond the student's control that prevented him/her from achieving satisfactory progress. Each student's appeal is reviewed on

an individual basis. Students appealing may also be required to submit an academic plan that indicates exactly what steps the student must take to finish his/her academic program and details in what time frame this can be accomplished.

2. The VPAA will review the appeal and determine whether the financial aid termination is justified. The student will be advised in writing and by KCC e-mail of the decision and may be asked to meet with a student financial advisor to plan for future semesters/payment periods.

3. A student wishing to appeal the decision of the VPAA may do so in writing to the president.

Students are encouraged to review these standards and be aware of their individual academic progress. The college recognizes that a wide variety of circumstances and conditions regarding these standards (e.g. changing majors, changing career objectives, other personal reasons, etc.) may require the discretionary judgment of the VPAA and the Student Financial Aid Office. Students with questions or concerns regarding their satisfactory academic progress as it relates to their financial assistance should contact the financial aid director.

## Academic Probation\*

Students who are deficient in either percentage of hours completed or cumulative grade point average will be placed on Academic Probation. Any student on Academic Probation will be restricted to a twelve-credit-hour course load during the probationary period and will be required to meet with an academic advisor. The purpose of this meeting, which should take place within the first week of the semester, is to set up a study schedule and develop a plan for remediation of the deficiency. Remediation will include required tutoring sessions. Students will be required to maintain a tutoring schedule

chart, signed by a college-provided tutor, which gives evidence of at least one tutoring session per week. The minimum length for these sessions is thirty minutes. Periodic meetings with the advisor in order to maintain accountability may be required. Probationary students who fail to carry out these directives will be subject to suspension from classes until each currently required meeting has taken place.

Any student who has been on Academic Probation for two consecutive semesters and has not successfully attained the minimum cumulative grade point average will be declared scholastically ineligible and the permanent record will reflect this declaration. The student is ineligible to re-enroll for the following semester unless an appeal is made to and granted by the Academic Office. After one semester the student may apply for readmission. The application for readmission will be considered by the administrative committee, who will make the decision whether to approve the application and under what conditions.

**Important Note:** While Financial Aid Probation is **related** to Academic Probation, the two are not the same. Academic Probation refers to academic eligibility (approval to continue enrollment), while Financial Aid Probation pertains to continuing to be eligible for financial aid. Therefore, students should read both sections carefully.

# Degree Programs

# Business Leadership

Upon graduation from the B.A in Business Leadership program, students will be able to

1. Explain, integrate, and apply foundational business knowledge in a work environment
2. Exhibit proficiency in critical thinking and decision making by applying appropriate solutions to strategic and organizational challenges
3. Communicate effectively by producing appropriate, professional-quality business documents and delivering oral and written presentations and reports using appropriate technologies
4. Demonstrate effective collaborative skills, both as leader and team member, exhibiting strong interpersonal relationship abilities and an understanding of group and individual dynamics within a business setting
5. Apply appropriate leadership principles while working with people and processes within profit and not-for-profit organizations.

**Additional objectives for the business-specific concentration:**

1. Display a basic understanding of the global nature of business
2. Analyze ethical and corporate social responsibility issues in context and recommend appropriate action(s)

Criteria for entering BA in Business Leadership programs:

Students applying to enter the business program must apply after completing at least 57 hours. The following requirements must be met:

- Request assistance from the registrar in completing an application form
- Cumulative grade point average must be at least 2.0
- Must have successfully completed the four professional core classes listed on the degree requirements page. Grade point average for those classes must be at least 2.5. These are the only classes within the Professional Core of the program that students may take before entering the program.
  - Must have completed at least 57 hours of the program.

If student doesn't meet criteria, a provisional acceptance may be granted at the discretion of the Program Director.

Business Leadership students are expected to maintain a portfolio of written work throughout the program, with a section which includes samples of business communications, reports, etc.

## *Bachelor of Arts in Business Leadership*

### **BIBLE AND THEOLOGY**

Old Testament Survey	3 hrs
New Testament Survey	3
Bible Study Methods	3
Christian Beliefs	3
Theology of Holiness	3
Business Ethics	3
Apologetics	3
Bible Electives	2
Introduction to Leadership	3
Spiritual Formation I	2
Spiritual Formation II	1
Spiritual Formation III	1
<b>TOTAL</b>	<b>30 hrs</b>

### **GENERAL EDUCATION**

English Composition I	3
English Composition II	3
Speech	3
College Algebra	3
Science elective	3
General Psychology	3
Philosophy elective	3
Principles of Sociology	3
History Elective	3
Literature Elective	3
Diversity Elective	3
Lifetime Wellness	1
Fine Arts Elective	1
Information Literacy	1
<b>TOTAL</b>	<b>36 hrs</b>

### **MINISTRY FORMATION**

Students are required to participate in a ministry formation activity each semester they are enrolled.

### **PROFESSIONAL CORE**

#### Business Core Classes:

Intro to Business	3
Accounting I	3
Macro Economics	3
Principles of Marketing	3
Professional Communication	3
Human Resource Management	3
Business Law	3
Organizational Behavior	3
Strategic Management	3
Negotiation/Conflict Resolution	3
Statistics	3
Internship (can be two 3-hour)	6

#### Concentration Classes:

Accounting II	3
Micro Economics	3
Management and Leadership	3
International Business	3
Financial Planning/Control Systems	3
<b>TOTAL</b>	<b>54 hrs</b>

### **PROGRAM TOTAL: 120 hours**

Must have successfully completed Business Ethics, and the following from the Professional Core: Introduction to Business, Accounting I and Principles of Marketing - all with a required 2.5 GPA before applying to enter the program. Those classes are the only classes within the Professional Core of the program that students may take before acceptance into the program. Contact the VPAA for more information.

## ***A.A. in Business Leadership***

### **BIBLE AND THEOLOGY**

Old Testament Survey	3 hours
New Testament Survey	3
Bible Study Methods	3
Christian Beliefs	3
Bible elective	3
Spiritual Formation I	2
Spiritual Formation II	1
<b>TOTAL</b>	<b>18 hrs</b>

### **GENERAL EDUCATION**

English Composition I	3 hrs
English Composition II	3
Speech	3
Science or Math Elective*	3
General Psychology	3
Philosophy elective	3
Sociology	3
History Elective	3
Literature Elective	3
Information Literacy	1
Lifetime Wellness	1
Fine Arts elective	1
<b>TOTAL</b>	<b>30 hrs</b>

### **PROFESSIONAL CORE**

#### Business Core Classes:

Introduction to Business	3 hrs
Accounting I	3
Business Ethics	3

#### Concentration Class:

Principles of Marketing	3
<b>TOTAL</b>	<b>12 hrs</b>

### **MINISTRY FORMATION**

Students are required to participate in a Ministry Formation activity each semester they are enrolled.

### **PROGRAM TOTAL: 60 hours**

\*Students who plan to pursue a B.A. in Business should take College Algebra for the math elective.

# Business Leadership

## Major in Sport Management

### Program Objectives:

Upon graduation from the B.A in Business Leadership program, students will be able to

1. Explain, integrate, and apply foundational business knowledge in a work environment
2. Exhibit proficiency in critical thinking and decision making by applying appropriate solutions to strategic and organizational challenges
3. Communicate effectively by producing appropriate, professional-quality business documents and delivering oral and written presentations and reports using appropriate technologies
4. Demonstrate effective collaborative skills, both as leader and team member, exhibiting strong interpersonal relationship abilities and an understanding of group and individual dynamics within a business setting
5. Apply appropriate leadership principles while working with people and processes within profit and not-for-profit organizations.

Additional objectives for Sport Management Concentration:

1. Display a basic understanding of the worldwide appeal and importance of the sport management field
2. Demonstrate understanding of moral and ethical implications of sport policy and strategies.

### Criteria for entering BA in Business Leadership program with an emphasis in sport management:

Students applying to concentrate in sport management must apply after completing at least 57 hours. The following requirements must be met:

- Request assistance from the registrar in completing an application form
- Cumulative grade point average must be at least 2.0
- Must have successfully completed the four professional core classes listed on the degree requirements page. Grade point average for those classes must be at least 2.5. These are the only classes within the Professional Core of the program that students may take before entering the program.
- Must have completed at least 57 hours of the program.

If student doesn't meet criteria, a provisional acceptance may be granted at the discretion of the Program Director.

**Students are expected to maintain a portfolio of written work throughout the program, with a section which includes samples of business communications, reports, etc.**



***Bachelor of Arts in  
Business Leadership - Sport  
Management Emphasis***

**BIBLE AND THEOLOGY**

Old Testament Survey	3 hrs
New Testament Survey	3
Bible Study Methods	3
Christian Beliefs	3
Theology of Holiness	3
Business Ethics	3
Apologetics	3
Bible Electives	2
Introduction to Leadership	3
Spiritual Formation I	2
Spiritual Formation II	1
Spiritual Formation III	1
<b>TOTAL</b>	<b>30 hrs</b>

**GENERAL EDUCATION**

English Composition I	3
English Composition II	3
Speech	3
College Algebra	3
Science elective	3
General Psychology	3
Philosophy elective	3
Principles of Sociology	3
History Elective	3
Literature Elective	3
Diversity Elective	3
Lifetime Wellness	1
Fine Arts Elective	1
Information Literacy	1
<b>TOTAL</b>	<b>36 hrs</b>

**MINISTRY FORMATION**

Students are required to participate in a ministry formation activity each semester they are enrolled.

**PROFESSIONAL CORE**

Business Leadership Core Classes:

Intro to Business	3
Accounting I	3
Professional Communication	3
Macro Economics	3
Principles of Marketing	3
Human Resource Management	3
Business Law	3
Organizational Behavior	3
Strategic Management	3
Negotiation/Conflict Resolution	3
Statistics	3
Internship (can be two 3-hour)	6

Concentration Classes:

Foundations of Sport Management	3
Sport Ethics	3
Sport Marketing	3
Sport Leadership	3
Sport Law	3
<b>TOTAL</b>	<b>54 hrs</b>

**PROGRAM TOTAL: 120 hours**

Before applying to enter the program at the end of the sophomore year, must have successfully completed the following classes: Introduction to Business, Accounting I, Business Ethics, and Foundations of Sport Management with required GPA. These are the only classes within the Professional Core of the program that students may take before acceptance into the program.

***Associate of Arts in  
Business Leadership - Sport  
Management Emphasis***

**BIBLE AND THEOLOGY**

Old Testament Survey	3 hours
New Testament Survey	3
Bible Study Methods	3
Christian Beliefs	3
Bible elective	3
Spiritual Formation I	2
Spiritual Formation II	1
<b>TOTAL</b>	<b>18 hrs</b>

**GENERAL EDUCATION**

English Composition I	3 hrs
English Composition II	3
Speech	3
Science or Math Elective*	3
General Psychology	3
Philosophy elective	3
Sociology	3
History Elective	3
Literature Elective	3
Information Literacy	1
Lifetime Wellness	1
Fine Arts elective	1
<b>TOTAL</b>	<b>30 hrs</b>

**PROFESSIONAL CORE**

Business Core Classes:

Introduction to Business	3 hrs
Accounting I	3
Business Ethics	3

Concentration Class:

Foundations of Sport Management	3 hrs
<b>TOTAL</b>	<b>12 hrs</b>

**MINISTRY FORMATION**

Students are required to participate in a Ministry Formation activity each semester they are enrolled.

**PROGRAM TOTAL: 60 hours**

\*Students who plan to pursue a B.A. in Business Leadership should take College Algebra for the math requirement.

# General Studies Program

This program is designed to impart a solid base of knowledge in general education and a basic foundation of theology and biblical study, preparing the student for further academic pursuits.

## *Associate of Arts in General Studies*

### **Bible and Theology**

New Testament Survey .....	3 hrs
Old Testament Survey .....	3
Christian Beliefs .....	3
Bible Study Methods .....	3
Introduction to Leadership .....	3
Spiritual Formation I .....	2
Spiritual Formation II .....	1
<b>TOTAL .....</b>	<b>18 hrs</b>

### **General Education**

English Composition I .....	3
English Composition II .....	3
Speech .....	3
Math or science elective .....	3
Principles of Sociology .....	3
Philosophy elective .....	3
History elective .....	3
General Psychology .....	3
Lifetime Wellness .....	1
Information Literacy .....	1
<b>TOTAL .....</b>	<b>26 hrs</b>

### **Ministry Formation**

Students are required to participate in a ministry formation activity each semester they are enrolled.

### **General Studies**

General Studies electives      22 hrs

**PROGRAM TOTAL: 66 hours**

*Courses and programs listed in this catalog are subject to change through normal academic channels. New programs, courses, and changes in existing course work are initiated by the faculty, and approved by the appropriate division head, the academic committee, and the vice president of academic affairs. Information concerning changes may be obtained by contacting the academic dean or registrar.*

# Performance Music

Kansas Christian College offers the Bachelor of Arts and Associate of Arts in Performance Music and the Artist Diploma. These performance music programs are designed for students who are exceptional musically. Therefore, prospective enrollees are required to audition before acceptance into a performance music program.

Upon the completion of a Bachelor of Arts in Performance Music program, the student should

- Be prepared for graduate study
- Demonstrate a proficiency in chamber music
- Have developed a professional repertoire
- Exhibit a foundation in music theory, pedagogy, music history, ear training, and sight singing/sight reading
- Be able to effectively serve in the local church music program

## In addition,

A. Piano majors should be able to

- Present a solo recital that is correct technically and artistically convincing.
- Demonstrate an understanding of the historical and analytical components of music.
- Develop the diverse skills required for successful careers or continued education as performing and teaching musicians.

B. **Instrumental majors** (other) should be able to

- Present a solo recital that is correct technically and artistically convincing.
- Demonstrate an understanding of the historical and analytical components of music.
- Perform at a level enabling them to enter a graduate school at a respected institution or a professional performance/teaching career as appropriate.

C. Voice majors should

- Demonstrate a solid vocal technique and a high level of musicianship and artistry such that the student could be admitted to a graduate program in vocal performance.
- Demonstrate an understanding of proper diction and be proficient in singing in foreign languages.
- Apply historical and analytical components of music so that they may have a better understanding of and context for their own solo vocal/operaic study and performance.

D. Artist Diploma candidates should

- Have developed a professional repertoire

The four-year, performance-level music program and an artist diploma provide opportunities for music students to prepare for further study on the graduate level in an environment where God is honored, where students are taught from the perspective of a biblical worldview, where the Bible is central, and where one of the emphases is ministry through music.

God is honored when we strive for excellence and quality in all of our endeavors. Our focus at Kansas Christian College is on “whatever [we] do in word or deed, [to] do all in the name of the Lord Jesus, giving thanks to God the Father through Him” (Col. 3:17, NKJV). Music is a powerful force in our lives, it is therefore essential that Christian musicians “. . . sing a new song of praise to him [and] play skillfully. . .” (Psalm 33:3, NLT).

## *The Artist Diploma*

The Artist Diploma (AD) is a non-degree program reserved for exceptional and experienced performers, with an emphasis on repertoire. The Artist Diploma is designed to meet the needs of performers who are preparing and qualified for a professional career in music.

### **Artist Diploma Program Requirements**

One year of full-time residency is required, with a minimum of two years of study expected. The program must be completed within five years.

Artist Diploma candidates must present four public recitals – two in each academic year in which they are enrolled in lessons. Candidates who do not successfully fulfill this requirement will not be meeting the standards for satisfactory academic progress.

Artist Diploma candidates must complete at least eight credits of elective coursework during the semesters in which they are enrolled in lessons, an information literacy course, as well as at least one Bible class. The electives are determined by the student or as advised by the major teacher in consultation with the music faculty and the vice president of academic affairs. The program also allows for independent study projects in various aspects of career development as appropriate for the student.

**MINISTRY FORMATION:** Students are required to participate in a ministry formation activity each semester they are enrolled.

***Admission to Performance Music programs is by audition.***

## *Bachelor of Arts in Performance Music - Instrumental*

### Bible and Theology

New Testament Survey	3 hrs
Old Testament Survey	3
Bible electives	2
Christian Beliefs	3
Theology of Holiness	3
Bible Study Methods	3
Introduction to Leadership	3
Prevailing Contemp Worldvws	3
Apologetics	3
Spiritual Formation I	2
Spiritual Formation II	1
Spiritual Formation III	1
<b>TOTAL</b>	<b>30 hrs</b>

### General Education

English Composition I .....	3 hrs
English Composition II .....	3
Speech .....	3
Math or science elective .....	3
General Psychology.....	3
Principles of Sociology .....	3
Foreign Lang (German/French/Ital.)	3
Music History I (to 1750)	3
Music History II (1750 to present)	3
Diversity Elective .....	3
Information Literacy.....	1
<b>TOTAL .....</b>	<b>31 hours</b>

### Ministry Formation

Students are required to participate in a ministry formation activity each semester they are enrolled.

### Music Core

Chamber Music .....	6
Conducting .....	2
Major Instrument Literature I....	3
Major Instrument Literature II...	3
Music Theory I with Lab* .....	4
Music Theory II with Lab.....	4
Music Theory III with Lab .....	4
Music Theory IV with Lab .....	4
Form and Analysis.....	2
18th Century Counterpoint.....	2

Pedagogy I/Supervised Teaching	3
Pedagogy II/Supervised Teaching .	3
Applied Instrument ** .....	2
Applied Instrument ** .....	2
Applied Instrument ** .....	2
Applied Instrument ** .....	2
Applied Instrument ** .....	3
Applied Instrument ** .....	3
Applied Instrument ** .....	3
Applied Instrument ** .....	3
Junior Recital *** .....	0
Senior Recital*** .....	0
<b>TOTAL .....</b>	<b>60 hrs</b>

### **PROGRAM TOTAL: 121 hours**

\* Students who achieve lower than 85% on the music theory matriculation exam will be required to successfully complete Fundamentals of Music Theory or receive permission from the instructor before enrolling in Music Theory I.

\*\*Applied Instrument for the freshman and sophomore years will be 2 credit hours; for juniors and seniors, Applied Instrument is 3 credit hours.

\*\*\* While academic credit is not accrued for Junior and Senior Recitals, the student is required to successfully complete both in order to graduate.

**Piano Proficiency is required.** Students who cannot demonstrate proficiency will be required to take the following as needed:

- Piano Proficiency I 2 hours (as needed)
- Piano Proficiency II 2 hours (as needed)
- Piano Proficiency III 2 hours (as needed)
- Piano Proficiency IV 2 hours (as needed)

(Piano Proficiency classes are not counted in Total Program Hours.)

*Bachelor of Arts in  
Performance Music - Piano*

Bible and Theology	
New Testament Survey	3 hrs
Old Testament Survey	3
Bible electives	2
Christian Beliefs	3
Theology of Holiness	3
Bible Study Methods	3
Introduction to Leadership	3
Prevailing Contemp Worldvws	3
Apologetics	3
Spiritual Formation I	2
Spiritual Formation II	1
Spiritual Formation III	1
TOTAL	30 hrs

General Education

English Composition I .....	3 hrs
English Composition II .....	3
Speech .....	3
Math or science elective .....	3
General Psychology .....	3
Principles of Sociology .....	3
Foreign Lang (German/French/Ital.)	3
Music History I (to 1750)	3
Music History II (1750 to present)	3
Diversity Elective .....	3
Information Literacy .....	1

TOTAL..... 31 hours

Ministry Formation

Students are required to participate in a ministry formation activity each semester they are enrolled.

Music Core

Chamber Music	
Four semesters required ...	4
Accompanying I .....	2
Accompanying II .....	2
Piano Literature I .....	3
Piano Literature II .....	3
Music Theory I with Lab*	4
Music Theory II with Lab.....	4
Music Theory III with Lab .....	4

Music Theory IV with Lab .....	4
Form and Analysis .....	2
18th Century Counterpoint .....	2
Piano Pedagogy I/Supervised Teaching	3
Piano Pedagogy II/Supervised Teaching	3
Applied Instrument ** .....	2
Applied Instrument ** .....	2
Applied Instrument ** .....	2
Applied Instrument ** .....	2
Applied Instrument ** .....	3
Applied Instrument ** .....	3
Applied Instrument ** .....	3
Applied Instrument ** .....	3
Applied Instrument ** .....	3
Junior Recital *** .....	0
Senior Recital*** .....	0
TOTAL .....	60 hrs

**PROGRAM TOTAL: 121 hours**

\* Students who achieve lower than 85% on the music theory matriculation exam will be required to successfully complete Fundamentals of Music Theory or receive permission from the instructor before enrolling in Music Theory I.

\*\*Applied Instrument for the freshman and sophomore years will be 2 credit hours; for juniors and seniors, Applied Instrument is 3 credit hours.

\*\*\* While academic credit is not accrued for Junior and Senior Recitals, the student is required to successfully complete both in order to graduate.

*Bachelor of Arts in  
Performance Music - Vocal*

Bible and Theology		
New Testament Survey	3 hrs	
Old Testament Survey	3	
Bible electives	2	
Christian Beliefs	3	
Theology of Holiness	3	
Bible Study Methods	3	
Introduction to Leadership	3	
Prevailing Contemp Worldvws	3	
Apologetics	3	
Spiritual Formation I	2	
Spiritual Formation II	1	
Spiritual Formation III	1	
TOTAL	30 hrs	

General Education		
English Composition I	3 hrs	
English Composition II	3	
Speech	3	
Math or science elective	3	
General Psychology	3	
Principles of Sociology	3	
Foreign Lang (German/French/Ital.)	3	
Music History I (to 1750)	3	
Music History II (1750 to present)	3	
Diversity Elective	3	
Information Literacy	1	
TOTAL	31 hrs	

Ministry Formation

Students are required to participate in a ministry formation activity each semester they are enrolled.

Music Core

Chamber Music	
Five semesters required:	5
Conducting	2
Vocal Literature I	3
Vocal Literature II	3
Music Theory I with Lab*	4
Music Theory II with Lab	4
Music Theory III with Lab	4
Music Theory IV with Lab	4

Form and Analysis	2
Diction for Singers I	2
Diction for Singers II	3
Vocal Pedagogy I	2
Vocal Pedagogy II [Supervised Teaching]	2
Applied Instrument **	2
Applied Instrument **	2
Applied Instrument **	2
Applied Instrument **	2
Applied Instrument **	3
Applied Instrument **	3
Applied Instrument **	3
Applied Instrument **	3
Junior Recital ***	0
Senior Recital***	0
TOTAL	60 hrs

**PROGRAM TOTAL: 121 hours**

\* Students who achieve lower than 85% on the music theory matriculation exam will be required to successfully complete Fundamentals of Music Theory or receive permission from the instructor before enrolling in Music Theory I.

\*\*Applied Instrument for the freshman and sophomore years will be 2 credit hours; for juniors and seniors, Applied Instrument is 3 credit hours.

\*\*\* While academic credit is not accrued for Junior and Senior Recitals, the student is required to successfully complete both in order to graduate.

Piano Proficiency is required. Students who cannot demonstrate proficiency will be required to take the following as needed:

Piano Proficiency I 2 hours (as needed)

Piano Proficiency II 2 hours (as needed)

Piano Proficiency III 2 hours (as needed)

Piano Proficiency IV 2 hours (as needed)

(Piano Proficiency classes are not counted in Total Program Hours.)



## *A.A. in Performance Music*

### **Bible and Theology**

New Testament Survey	3 hrs
Old Testament Survey	3
Christian Beliefs	3
Bible Study Methods	3
Spiritual Formation I	2
Spiritual Formation II	1

**TOTAL 15 hours**

### **General Education**

English Composition I	3
English Composition II	3
Speech	3
General Psychology	3
Science or Math Elective	3
Music History I (to 1750)	3
Information Literacy	1

**TOTAL 19 hours**

### **Ministry Formation**

Students are required to participate in a ministry formation activity each semester they are enrolled.

### **Music Core**

Chamber Music/Music Organization	
Three semesters required	3
Music Theory I with Lab*	4
Music Theory II with Lab	4
Music Theory III with Lab	4
Applied Instrument**	2
Applied Instrument **	2
Applied Instrument**	2
Applied Instrument**	2
Music academic electives #	3

**TOTAL 26 hours**

**PROGRAM TOTAL: 60 hours**

\* Students who achieve lower than 85% on the music theory matriculation exam will be required to successfully complete Introduction to Music Theory or receive permission from the instructor before enrolling in Music Theory I.

\*\*Applied Instrument – all vocal or all the same instrument

# The academic electives cannot be private music lessons, but must be academic classes within the music core.

# RELIGION PROGRAMS

**Upon the completion of a Bachelor of Arts in Religion program, the student should be able to**

1. Confidently express God's calling on his/her life.
2. Demonstrate an understanding of the principles of effective leadership in the local church.
3. Competently interpret and proclaim the Word of God.

In addition,

- A. Biblical studies graduates should also be able to
  - Trace important doctrinal themes throughout the Bible
  - Properly interpret and apply the biblical text to contemporary issues
- B. Missions graduates should also be able to
  - Articulate the biblical and theological bases for cross-cultural evangelism
  - Reflect missiologically on one's personal ministry both locally and globally
- C. Youth ministry graduates should also be able to
  - Articulate a biblical philosophy of youth ministry
  - Organize and administer a comprehensive ministry to youth
- D. Pastoral ministry graduates should also be able to
  - Articulate a broad perspective on Christian life as ministry
  - Explain the biblical purpose of the local church and the role of the pastor within the local church
- E. Leadership and ministry graduates should also be able to
  - Integrate Christian principles in critical thinking and decision-making
  - Apply leadership theory and techniques to facilitate change within an organization

## Criteria for entering BA religion programs

(Students should apply for entering the program at the end of the sophomore year.)

Students applying to enter the religion program should apply after completing at least 57 hours. The following requirements must be met:

1. The student should complete the **Application to Enter BA in Religion Program** and submit it to the vice president of academic affairs.
2. The student must have a minimum GPA of 3.0 for all Bible and Theology courses taken so far.
3. The student must have a minimum GPA of 3.0 for all professional core courses taken so far.
4. The student must write a 500-word essay explaining why he/she wants to enter the BA program and submit it to the vice president of academic affairs. The essay will be evaluated by the division chair for Bible and theology and the chair for professional studies, both for adequate reasons and for structure and form (e.g., the student's ability to write a formal essay).
5. The student must pass an oral interview before the vice president of academic affairs, the Bible and theology division chair and the professional studies division chair. One additional religion division instructor may also be included. The student will be given five interview questions for which to prepare in advance. Follow-up questions will be allowed.

If the student falls short of the 3.0 GPA in either #2 or #3 above and can show that there has been a life-changing experience that has motivated the student to apply for a BA program, the faculty may, at their discretion, assign remedial work to make up the deficiency. The remedial work must be completed before the student enters the program.

*Bachelor of Arts in Religion -  
Major in Biblical Studies*

**Bible and Theology**

Old Testament Survey	3
New Testament Survey	3
Hermeneutics	3
Christian Beliefs	3
Bible electives(at least 8 from N.T.)	15
Theology of Holiness	3
Apologetics	3
Essential Doctrines I	3
Essential Doctrines II	3
Spiritual Formation I	2
Spiritual Formation II	1
Spiritual Formation III	1
<b>Total</b>	<b>43</b>

**General Education**

English Composition I	3
English Composition II	3
Speech	3
General Psychology	3
Principles of Sociology	3
Prevailing Contmp Wrldvws	3
Science or Math Elective	3
History Elective	3
Literature Elective	3
Diversity Elective	3
PE or Fine Arts Elective	1
Information Literacy	1
<b>Total</b>	<b>32</b>

**Professional Core**

Principles of the Christian Life	3
Church History	3
Evangelism and Discipleship	3
Principles of Church Growth	3
Introduction to Leadership	3
Homiletics	3
Intro to Christian Worship	3
Choose <b>one</b> of the following:	3
Professional Communication	
<b>OR</b> Conflict Management	
<b>Total</b>	<b>24</b>

**Emphasis Core**

Introduction to Biblical Hebrew	3
Fundamentals of Greek I	3
Fundamentals of Greek II	3
Bible Electives	6
Bible Research Methodology	3
Research Paper	3
<b>Total</b>	<b>21</b>

**Ministry Formation**

Students are required to participate in a ministry formation activity each semester they are enrolled.

**PROGRAM TOTAL: 120 hours**

*Associate of Arts in Religion  
Biblical Studies Emphasis*

**Bible and Theology**

Old Testament Survey .....	3
New Testament Survey .....	3
Hermeneutics .....	3
Christian Beliefs.....	3
Bible electives .....	6
Spiritual Formation I.....	2
Spiritual Formation II.....	1
Total .....	21

**General Education**

English Composition I .....	3
English Composition II .....	3
Speech .....	3
General Psychology .....	3
Science or math elective .....	3
Prevailing Contemp. Worldviews	3
Information Literacy .....	1
Total .....	19

**Professional Core**

Principles of the Christian Life ....	3
Evangelism and Discipleship .....	3
Introduction to Leadership .....	3
Homiletics .....	3
Total .....	12

**Emphasis Core**

Introduction to Biblical Hebrew	3
Fundamentals of Greek I	3
Bible elective.....	3
Total .....	9

**Ministry Formation**

Students are required to participate in a ministry formation activity each semester they are enrolled.

**PROGRAM TOTAL: 61 hours**

*Bachelor of Arts in Religion*  
*Major in Leadership and Ministry*

**Bible and Theology**

Old Testament Survey	3
New Testament Survey	3
Hermeneutics	3
Christian Beliefs	3
Bible electives(at least 8 from N.T.)	15
Theology of Holiness	3
Apologetics	3
Essential Doctrines I	3
Essential Doctrines II	3
Spiritual Formation I	2
Spiritual Formation II	1
Spiritual Formation III	1
Total	43

**General Education**

English Composition I	3
English Composition II	3
Speech	3
General Psychology	3
Principles of Sociology	3
Prevailing Contmp Wrldvws	3
Science or Math Elective	3
History Elective	3
Literature Elective	3
Diversity Elective	3
PE or Fine Arts Elective	1
Information Literacy	1
Total	32

**Professional Core**

Principles of the Christian Life	3
Church History	3
Evangelism and Discipleship	3
Principles of Church Growth	3
Introduction to Leadership	3
Homiletics	3
Intro to Christian Worship	3
Choose <b>one</b> of the following:	3
Professional Communication	
<b>OR</b> Conflict Management	
Total	24

**Emphasis Core**

Christian Leadership	3
Biblical Theology of Leadership	3
Organizational Leadership	3
Mobilization of Volunteers	3
Conflict Management	3
Internship	6
Total	21

**Ministry Formation**

Students are required to participate in a ministry formation activity each semester they are enrolled.

**PROGRAM TOTAL: 120 hours**

(This program is offered both online and on campus)

*Associate of Arts in Religion  
- Leadership and Ministry*

**Bible and Theology**

Old Testament Survey .....	3
New Testament Survey .....	3
Hermeneutics .....	3
Christian Beliefs.....	3
Bible electives .....	6
Spiritual Formation I.....	2
Spiritual Formation II.....	1
Total .....	21

**General Education**

English Composition I .....	3
English Composition II.....	3
Speech .....	3
General Psychology .....	3
Science or math elective .....	3
Prevailing Contemp. Worldviews	3
Information Literacy .....	1
Total .....	19

**Professional Core**

Principles of the Christian Life ....	3
Evangelism and Discipleship .....	3
Introduction to Leadership .....	3
Homiletics .....	3
Total .....	12

**Emphasis Core**

Christian Leadership .....	3
Church History .....	3
Principles of Church Growth .....	3
Total .....	9

**Ministry Formation**

Students are required to participate in a ministry formation activity each semester they are enrolled.

**PROGRAM TOTAL: 61 hours**

(This program is offered both online and on campus)

*Bachelor of Arts in Religion  
Major in Missions*

**Bible and Theology**

Old Testament Survey	3
New Testament Survey	3
Hermeneutics	3
Christian Beliefs	3
Bible electives(at least 8 from N.T.)	15
Theology of Holiness	3
Apologetics	3
Essential Doctrines I	3
Essential Doctrines II	3
Spiritual Formation I	2
Spiritual Formation II	1
Spiritual Formation III	1
Total	43

**General Education**

English Composition I	3
English Composition II	3
Speech	3
General Psychology	3
Principles of Sociology	3
Prevailing Contmp Wrldvws	3
Science or Math Elective	3
History Elective	3
Literature Elective	3
Diversity Elective	3
PE or Fine Arts Elective	1
Information Literacy	1
Total	32

**Professional Core**

Principles of the Christian Life	3
Church History	3
Evangelism and Discipleship	3
Principles of Church Growth	3
Introduction to Leadership	3
Homiletics	3
Intro to Christian Worship	3
Choose <b>one</b> of the following:	3
Professional Communication	
<b>OR</b> Conflict Management	
Total	24

**Ministry Formation**

Students are required to participate in a ministry formation activity each semester they are enrolled.

**Emphasis Core**

Introduction to Missions .....	2
Practice of Mission .....	2
Biblical/Theol. Fndtns / Missions..	2
World Religions .....	3
Cross-Cultural Commun.....	3
Teaching the Christian Faith.....	3
Internship .....	6
Total.....	21

**PROGRAM TOTAL: 120 hours**

## ***Associate of Arts in Religion - Missions Emphasis***

### **Bible and Theology**

Old Testament Survey .....	3
New Testament Survey .....	3
Hermeneutics .....	3
Christian Beliefs.....	3
Bible electives.....	6
Spiritual Formation I.....	2
Spiritual Formation II.....	1
Total .....	21

### **General Education**

English Composition I .....	3
English Composition II .....	3
Speech .....	3
General Psychology .....	3
Science or math elective .....	3
Prevailing Contemp. Worldviews	3
Information Literacy .....	1
Total .....	19

### **Professional Core**

Principles of the Christian Life ....	3
Evangelism and Discipleship .....	3
Introduction to Leadership .....	3
Homiletics .....	3
Total .....	12

### **Emphasis Core**

Introduction to Missions .....	2
Practice of Mission.....	2
Biblical/Theol Fndtns / Missions .	2
Cultural Diversity .....	3
Total.....	9

### **Ministry Formation**

Students are required to participate in a ministry formation activity each semester they are enrolled.

**PROGRAM TOTAL: 61 hours**

Courses and programs listed in this catalog are subject to change through normal academic channels. New programs, courses and changes in existing course work are initiated by the faculty, approved by the appropriate program head, the academic committee, and the vice president of academic affairs (VPAA). Information concerning changes may be obtained by contacting the VPAA or the registrar.



***Bachelor of Arts in Religion  
Major in Pastoral Ministries***

**Bible and Theology**

Old Testament Survey	3
New Testament Survey	3
Hermeneutics	3
Christian Beliefs	3
Bible electives(at least 8 from N.T.)	15
Theology of Holiness	3
Apologetics	3
Essential Doctrines I	3
Essential Doctrines II	3
Spiritual Formation I	2
Spiritual Formation II	1
Spiritual Formation III	1
Total	43

**General Education**

English Composition I	3
English Composition II	3
Speech	3
General Psychology	3
Principles of Sociology	3
Prevailing Contmp Wrldvws	3
Science or Math Elective	3
History Elective	3
Literature Elective	3
Diversity Elective	3
PE or Fine Arts Elective	1
Information Literacy	1
Total	32

**Professional Core**

Principles of the Christian Life	3
Church History	3
Evangelism and Discipleship	3
Principles of Church Growth	3
Introduction to Leadership	3
Homiletics	3
Intro to Christian Worship	3
Choose <b>one</b> of the following:	3
Professional Communication	
<b>OR</b> Conflict Management	
Total	24

**Ministry Formation**

Students are required to participate in a ministry formation activity each semester they are enrolled.

**Emphasis Core**

Fundamentals of Greek I	3
Introduction to Counseling	3
Local Church Administration	3
Pastoral Role in Ministry	3
Expository Preaching/Lab	3
Internship	6
Total	21

**PROGRAM TOTAL: 120 hours**

*Bachelor of Arts in Religion  
Major in Youth Ministry*

**Bible and Theology**

Old Testament Survey	3
New Testament Survey	3
Hermeneutics	3
Christian Beliefs	3
Bible electives(at least 8 from N.T.)	15
Theology of Holiness	3
Apologetics	3
Essential Doctrines I	3
Essential Doctrines II	3
Spiritual Formation I	2
Spiritual Formation II	1
Spiritual Formation III	1
Total	43

**General Education**

English Composition I	3
English Composition II	3
Speech	3
General Psychology	3
Principles of Sociology	3
Prevailing Contmp Wrldvws	3
Science or Math Elective	3
History Elective	3
Literature Elective	3
Diversity Elective	3
PE or Fine Arts Elective	1
Information Literacy	1
Total	32

**Professional Core**

Principles of the Christian Life	3
Discipleship & Mentoring	3
Sharing the Faith	3
Introduction to Leadership	3
Homiletics	3
Intro to Christian Worship	3
Choose <b>one</b> of the following:	3
Professional Communication	
<b>OR</b> Conflict Management	
Personal Finance Management	3
Total .....	24

**Emphasis Core**

Introduction to Youth Ministry	3
Philos & Theology/Youth Min.	3
Introduction to Counseling	3
Contemp Issues/Youth Ministry	3
Youth Programming	3
Internship	6
Total	21

**Ministry Formation**

Students are required to participate in a ministry formation activity each semester they are enrolled.

**PROGRAM TOTAL: 120 hours**

**Note:**

Courses and programs listed in this catalog are subject to change through normal academic channels. New programs, courses and changes in existing course work are initiated by the faculty, approved by the appropriate program head, the academic committee, and the vice president of academic affairs (VPAA). Information concerning changes may be obtained by contacting the VPAA or the registrar.

*Associate of Arts in Religion  
Youth Ministry Emphasis*

**Bible and Theology**

Old Testament Survey .....	3
New Testament Survey .....	3
Hermeneutics .....	3
Christian Beliefs.....	3
Bible electives.....	6
Spiritual Formation I.....	2
Spiritual Formation II.....	1
Total .....	21

**General Education**

English Composition I .....	3
English Composition II .....	3
Speech .....	3
General Psychology .....	3
Science or math elective .....	3
Prevailing Contemp. Worldviews	3
Information Literacy .....	1
Total .....	19

**Professional Core**

Principles of the Christian Life ....	3
Church History .....	3
Introduction to Leadership .....	3
Homiletics .....	3
Total .....	12

**Emphasis Core**

Evangelism and Discipleship.....	3
Intro to Youth Ministry .....	3
Philos & Theology of Youth Min. .	3
Total .....	9

**Ministry Formation**

Students are required to participate in a ministry formation activity each semester they are enrolled.

**PROGRAM TOTAL: 61 hours**

# Christian Teacher Education

Students who complete the Bachelor of Arts in Elementary Education program will be able to

1. Develop and articulate a personal, Christian philosophy of education.
2. Effectively plan instruction using the skills and requisite knowledge he or she has gained.
3. Manage classroom situations using the skills and tips learned.
3. Demonstrate proficiency in the use of educational technology and media.
4. Make an informed decision about certification and develop a plan based on that decision.\*

Criteria for entering Teacher Education programs:

(Students apply for entering the program at the end of the sophomore year)

Students applying to enter the Teacher Education program should apply after completing at least 57 hours. The following requirements must be met:

- Cumulative grade point average: at least 2.0
- Must have successfully completed the following classes: English Composition I, English Composition II, and the following courses from the Professional and Elementary Education cores: Human Development, Classroom Organization and Management, Children's Literature, Educational Psychology and one semester of Education Practicum. Grade point average for those classes must be at least 2.5. These are the only classes students may take in the Professional Field and Elementary Education Cores before entering the program.
- Must have earned at least a B in Speech and English Composition I and II.

If student doesn't meet criteria, a provisional acceptance may be granted at the discretion of the Program Director.

\* This program is not designed to prepare a student for teaching in a public school setting or for state teacher certification. Students who plan to gain state certification should consider the 2+2 program with MNU or the American Board option. Details are available in the VPAA's office.

*Bachelor of Arts in  
Elementary Education*

Bible and Theology

New Testament Survey .....	3 hrs
Old Testament Survey .....	3
Christian Beliefs .....	3
Theology of Holiness .....	3
Bible Study Methods .....	3
Apologetics .....	3
Bible in Elementary Ed.....	2
Prevailing Contemp Worldviews	3
Introduction to Leadership .....	3
Spiritual Formation I .....	2
Spiritual Formation II .....	1
Spiritual Formation III.....	1
TOTAL .....	30 hrs

Professional Field

Philosophy/Chr. School Ed.....	3 hrs
Classroom Org/Management....	2
Educational Psychology .....	3
Technology in Education.....	3
Methods of Teaching Children .	3
Human Development .....	3
Supervised Teaching.....	6
TOTAL .....	23 hrs

Ministry Formation

Students are required to participate in a ministry formation activity each semester they are enrolled.

General Education

English Composition I .....	3 hrs
English Composition II .....	3
Speech .....	3
Introduction to Literature .....	3

Modern Math.....	3
Science electives.....	6
Cultural Geography .....	3
American History to 1877 .....	3
General Psychology.....	3
Principles of Sociology .....	3
Lifetime Wellness.....	1
Fine Arts elective.....	1
Information Literacy.....	1
World Civilizations to 1700.....	3
TOTAL .....	39 hrs

Elementary Education

Art Methods.....	2 hrs
Health/P.E. Methods .....	2
Music Methods .....	2
Children's Literature.....	3
Science Methods.....	2
Language Arts Methods.....	2
Social Studies Methods .....	2
Math Methods.....	3
Reading Methods.....	3
Diag/Remed of Reading Diff....	3
Education Practicum I .....	1
Education Practicum II.....	1
Education Practicum III.....	1
Education Practicum IV .....	1
TOTAL .....	28 hrs

**PROGRAM TOTAL: 120 hours**

# Worship Ministry

The goal of the Worship Ministry program is to provide a basic foundation for the student that enables him or her to minister musically in the local church. Students who complete the requirements for the Associate of Arts in Worship Leadership should be able to

- Serve effectively in the local church music program.
- Lead or assist in leading the local congregation in worship after responsible and prayerful preparation each week.
- Collaborate with the pastor and other musicians to provide opportunities for members of the local church to use their musical gifts in Christian ministry - individually, in ensembles, and corporately.
- Select music that is meaningful and appropriate for the worship of God, that exhibits a solid biblical philosophy, and that shows good aesthetic judgment.

Requirements for the program are listed in the next column.

Students are required to take at least two semesters of **either** piano or guitar. The student may choose to study the other instrument as well, but is not required to do so.

## *Associate of Arts in Worship Ministry*

### Bible and Theology

Old Testament Survey .....	3 hrs
New Testament Survey.....	3
Christian Beliefs .....	3
Bible Study Methods .....	3
Introduction to Leadership .....	3
Spiritual Formation I .....	2
Spiritual Formation II.....	1
TOTAL .....	18 hrs

### General Education

English Composition I.....	3
English Composition II .....	3
Speech .....	3
Math or science elective.....	3
Philosophy elective.....	3
General Psychology.....	3
Information Literacy.....	1
TOTAL .....	19 hrs

### Ministry Formation

Students are required to participate in a ministry formation activity each semester they are enrolled.

### Worship Ministry Core

Intro to Christian Worship .....	3 hrs
Worship Ministry Skills.....	2
Music Theory I * .....	4
Hymnology and Church Music	2
Intro to Music History/Lit .....	2
Admin./Philos of Church Music	2
Choral/Instru. Methods/Church	2
Piano OR Guitar .....	2
Voice.....	2
Music organization (semesters)	3
Internship.....	2
TOTAL .....	26 hrs

### **PROGRAM TOTAL: 63 hours**

\* Students who achieve lower than 85% on the music theory matriculation exam will be required to successfully complete Fundamentals of Music Theory or receive permission from the instructor before enrolling in Music Theory I.

# Course Descriptions

## Division of Bible and Theology

Division Chair, Dr. Gordon Snider

The objective of the Division of Bible and Theology is to provide systematic and comprehensive training in the Word of God and other subjects related to effective Christian service. In order to accomplish this purpose, our aim is to fulfill the following:

1. Lead all students to develop a Christian world view.
2. Provide all students with an adequate foundation of Bible truth and doctrine.
3. Provide the student with the requisite knowledge and skills to be an effective Christian witness in this present world.
4. Foster a commitment to a life of personal piety and ever-deepening devotion to God.

### Bible

BIB1103

#### Introduction to the Bible

Designed to bring students to the proficiency level of the beginning Old Testament/New Testament Literature survey classes. Emphasis will be on the basic structure of the Bible, with particular attention given to the major events and people of the Bible. (3 hours)

BIB1233

#### New Testament Survey

Provides essential historical and cultural back-

ground information and examines the content of each book in the New Testament. The survey course includes events in the life of Christ, the development of the early church, and the apostolic teachings on living a Christian life. (3 hours)

BIB1343

#### Old Testament Survey

Explores the historical, poetical, and prophetic books of the Old Testament. The course examines the purpose, message, structure, and major themes of each book in the Old Testament, with attention given to the formation of the nation of Israel and its history as recorded in the Old Testament. (3 hours)

BIB2113

#### Bible Study Methods

This course is an introduction to the principles of interpreting the Bible. Students will learn both general and specific principles required to interpret and apply the Bible accurately. Focus is given to applying these principles to personal study and to the teaching of others. (3 hours)

BIB2123

#### Hermeneutics

A study of the methods and principles used in properly interpreting the Bible. Special focus is placed on the history of, and processes involved in, interpreting doctrinal, parabolic, typical, prophetic, narrative, apocalyptic, and devotional passages. Emphasis is given to a model of inter-

pretation which will assist in sermon preparation, Bible teaching, and personal witnessing. (3 hours)

BIB2203

### Life of Christ

This course provides a study of the earthly life and ministry of the Lord Jesus Christ. Special attention will be given to the interpretation of key events and discourses and their practical application. It enables the student to teach about Christ with greater understanding and effectiveness, and it challenges him or her to follow Christ personally with greater dedication and stronger devotion in service to Him. (3 hours)

BIB2213

### The Acts of the Apostles

A study of the development of the early church as recorded by Luke. Special emphasis is placed on the culture and geography of the Roman world and the Christian impact on it. The doctrines of the Holy Spirit, the Church, and evangelism are related to the study of Scripture itself. Students will develop a reliance on the Holy Spirit, love for the church, and be able to translate principles into ministry and missionary settings. (3 hours)

BIB2303

### Pentateuch

A thorough study of the first five books of the Bible, Genesis through Deuteronomy, with special emphasis on God's redemptive purpose in the call of Abraham. The subsequent establishment of Israel as the chosen people receives specific treatment. These books are viewed in their cultural and historical settings. (3 hours)

BIB2312

### Historical Books I

This is a study of the narrative and historical data in the books of Joshua through Ruth. The first section covers the period of the conquest and the period of the judges as presented in the books of Joshua, Judges and Ruth. (2 hours)

BIB2322

### Historical Books II

A continuation of Historical Books I. This is a study of the narrative and historical data found in the books of First Samuel through Esther. This section covers the single monarchy, the divided kingdom, the captivity, and the return of the Jews. The relationship between the prophets and the kingdoms of Israel and Judah is noted. (2 hours)

BIB3203

### Romans

An exegetical study of the book of Romans. Stress is given to the content and doctrines seen in the epistle, especially the doctrines related to justification, sanctification, and eschatology. Practical theology is also given attention. Prerequisite: BIB2123 Hermeneutics *or* BIB2113 Bible Study Methods. (3 hours)

BIB3303

### Minor Prophets

A careful study of the twelve shorter prophetic books of the Old Testament, Hosea through Malachi. The historical background and significance of these writings in the redemptive history of God's chosen people is examined, and contemporary applications are set forth. Prerequisite: BIB2123 Hermeneutics or BIB2113 Bible Study Methods (3 hours)

BIB3313

### Major Prophets

A study of the Old Testament major prophets (Isaiah through Daniel) with an emphasis on historical setting, message, purpose, genre, structure, dates, theological emphasis, and application of these books. (3 hours)

BIB4003

### Biblical Research Methodology

Designed to help students develop research and writing skills that will allow them to participate in the discourse of biblical studies. Special attention



will be given to the appropriate and defensible construction of bibliographies, the development of bibliographic control, the process of preparing good research papers in biblical studies, and address some basic questions and methodologies in the discipline of biblical studies. The course is a prerequisite and preparation for the Research Project. The course will culminate in a working outline and bibliography for the final research project. (3 hours)

BIB4013

### Research Project

The research project is the final product of the Biblical Research Methodology course. The final paper may take the form of a research paper or an exegetical paper depending on the topic and intended outcomes of the work. (3 hours)

BIB4203

### Hebrews

A textual study of Hebrews in the light of a spiritual interpretation of Leviticus. Emphasis is placed on the preeminence of the Lord Jesus Christ, His deity, and His high priestly ministry as a fulfillment of Old Testament theology. Focus is made on the “better things” Christ offers the believer. Prerequisites: BIB2123 Hermeneutics or BIB2113 Bible Study Methods.(3 hours)

BIB4302

### Psalms

A study of the Hebrew poetry as given in the Psalms. In addition to examining the various types of psalms and historical settings, emphasis is placed on the devotional benefit of the Psalms. Prerequisite: BIB2123 Hermeneutics or BIB2113 Bible Study Methods. (2 hours)

BIB4312

### Wisdom Literature

A careful survey of the books of Job, Proverbs, Ecclesiastes, and the Song of Solomon. Included is a study of the literary styles as well as the topical

backgrounds and messages of the various writers. Practical application to contemporary life is made. Prerequisite: BIB2123 Hermeneutics or BIB2113 Bible Study Methods. (2 hours)

## Church History

HIS3002

### History of the Holiness Movement

The course is designed to introduce the student to the history of the Holiness Movement with special emphasis upon its development in America. Beginning with Apostolic origins, the course will survey the influence of John Wesley and Methodism in the development of its theology, the National Holiness Association and its successors as heirs and promoters and assess its current status against the background of contemporary religious and sociological events. Special attention will be directed to the Church of God (Holiness) as a prototype of the development of the doctrine as it relates to theology, ecclesiology and method.

HIS3003

### Church History

A general survey of the history of the Christian church from its founding at Pentecost to the present era. Focus will be on the major eras of church history and significant people, places, and events during those eras. Also included will be discussion of the development of Christian doctrine through history. Learning from the past is important as the past contributes to the present offering lessons to be learned. Thus, the course will explore how experiences and insights from the Christian past inform contemporary faith and practice. (3 hours)

## Theology

THE2103

### Christian Beliefs

An elementary study of the principles under-

lying the Christian faith. Doctrines such as the inspiration of Scripture, sin, redemption, sanctification, and eschatology are treated with special attention. In addition, a study of Christian ethics is included. (3 hours)

THE2132

### Biblical and Theological Foundations for Missions

This course begins with the belief that the God of the Bible is a missionary God, and seeks to find in the Old and New Testaments a mandate for missions; a purpose for missions, and methods to be employed in missions. The course further seeks to determine how each member of the Trinity is involved in the task of world evangelization. (2 hours)

THE2133

### Philosophy and Theology of Youth Ministry

A theological and philosophical foundation provides an undergirding and strength for youth ministry programming. Therefore, this course is concerned with the examination of the theological, cultural, historical, and philosophical foundations, which shape evangelical youth ministry. Attention will be given to how adolescent faith is matured. The course will enable students to understand and reflect on contemporary youth ministry within a theological and philosophical framework. The course will also consider the historical development of youth ministries. (3 hours)

THE3003

### Essential Doctrines I

An intensive study of the essential doctrines of the Christian faith from a Wesleyan-Holiness perspective. With the inspiration and authority of Scripture as a foundation, the following doctrines will be explored: the being and nature of God, creation and providence, and humanity and sin. (3 hours)

THE3013

### Essential Doctrines II

A continuation of Essential Doctrines I, further exploration in the essential doctrines of the Christian faith from a Wesleyan-Holiness perspective. The following themes will be explored: the Person and Work of Christ, the Doctrine of the Holy Spirit, the New Testament Church, the work of God's people, and eschatology. (3 hours)

THE3023 Theology of Holiness

The basics of the doctrine of entire sanctification as taught by the Wesleyan theologians. Scriptural and theological statements are integrated with experiential insights for the purpose of clarification. (3 hours)

THE4103

### Apologetics

A study of the evidences of Christianity, including the proofs for God's existence, the reliability and inerrancy of the Bible, the deity of Christ, and the problem of evil. Practical methods of relating these to the non-Christian are given special attention. Prerequisite recommended (but not required) : Introduction to Philosophy. (3 hours)

THE4113

### Knowing God

This course provides an in-depth study of Theology Proper, the study of God the Father. Included with this will be understanding the Trinity doctrine, with an emphasis on biblical, historical and theological dimensions of knowing God as the Father, Son and Holy Spirit. The course supports not only knowing more about God, but actually knowing God better through the application of Christian doctrine to life, worship and mission. (3 hours)

# Division of General Education

Division Chair, Harold Carpenter

The objective of the Division of General Education is to ensure that each program of study has an adequate foundation in the liberal arts. In order to accomplish this purpose, our aim is to fulfill the following:

1. Provide all students with a broad base in general education.
2. Equip the student with an understanding of culture and the problems of our age.
3. Prepare students to pursue further studies in their related fields.

## English

### English Grammar and Composition

ENG102

#### Accelerated Learning Program (ALP) for English Composition I

This is a course devoted to improving the student's writing and critical reading. The ALP section of this course provides intensive instruction and practice in writing coherent paragraphs and essays for specific audiences. The course includes the process of drafting, revising, and editing. This section is part of an Accelerated Learning Program (ALP), which enables the student to complete ENG113 and ENG102 in the same semester. This program enables the student to develop writing skills more quickly than with

the typical sequential approach to these classes. This course may only be taken concurrently with ENG113. (2 hours)

ENG113

#### English Composition I

A concentrated review of English grammar, with a focus on developing competence through expressive and explanatory writing of non-fiction prose, primarily within the context of the student's experiences. Provides experience in a variety of writing tasks, and includes strategies for discovering ideas, gathering information, planning and organizing, drafting, revising and editing. Offered on A, B, C or No Credit basis. (3 hours)

ENG123

#### English Composition II

A focus on the development of competency in expository, evaluative, and persuasive essays, as well as in comprehending, evaluating and synthesizing information from various sources for research writing. Prerequisite: ENG 113. Offered on A, B, C or No Credit basis only. (3 hours)

ENG151-153; 161-163

#### Publications

Academic credit will be given to students who are regular staff members of the campus yearbook or college webpaper. Includes experience in editing, proofreading, computer layout and design, planning, photography, and cropping pictures. Flexible credit. (1, 2 or 3 hours)

## Literature

ENL213

### Introduction to Literature

An introduction to literature as a humane art, which develops skills for reading and responding to literature from a variety of time periods and genres, using a diversity of critical approaches. (3 hours)

## Speech

ENS113

### Speech

A study of the principles and types of speech designed to develop verbal and non-verbal communication skills through outlining and delivering speeches in class. (3 hours)

ENS171-173

### Dramatic Arts

Provides experience in acting, design and construction of a set, stage makeup and costuming, lighting and sound, and a full-scale production. Credit value is flexible. (Materials fee) (1,2,or3 hours)

## ESL

ESL003, ESL013, ESL023, ESL033

### Integrated ESL

The Integrated Skills course is designed for students who want to develop their skills in grammar, writing, reading, speaking, and listening. Integrated ESL is offered in novice through advanced levels using a standardized curriculum. (3 hours)

ESL061, 071

### ESL Tutoring

Specialized tutoring focused on assisting the ESL student as needed with academic English in mainstream classwork.

## Information Literacy

LIB 101

### Fundamentals of Information Literacy - Academics

The purpose of this class is to focus on rudimentary information literacy skills. The course is comprised of instructional lectures, class discussions, practical activities and engaging exercises on how to properly and effectively discover, retrieve and apply information and critically evaluate information and its sources. (1 hour)

## Languages

LNG113

### Spanish I

Introductory Spanish; no previous Spanish required. A balanced approach stressing understanding, speaking, reading, and writing. Not open to native speakers of Spanish. (3 hours)

LNG133

### German I

Introductory German; no previous German required. A balanced approach stressing understanding, speaking, reading, and writing. Not open to native speakers of German. (3 hours)

LNG153

### French I

Introductory French; no previous French required. A balanced approach stressing understanding, speaking, reading, and writing. Not open to native speakers of French. (3 hours)

LNG173

### Italian I

Introductory Italian; no previous Italian required. A balanced approach stressing understanding, speaking, reading, and writing. Not open to native speakers of Italian. (3 hours)

LNG203

### Fundamentals of Greek I

This course is the first part of a two-semester introductory study of New Testament (koine) Greek introducing grammar, syntax, vocabulary, and the use of lexicons, grammars, and commentaries. The first semester covers the noun declensions and begins the verb conjugations of the present, future, imperfect and first aorist. (3 hours)

LNG303

### Fundamentals of Greek II

The semester continues the introductory study of New Testament (koine) Greek grammar, syntax, and vocabulary, covering the remaining verb conjugations. It concludes with studies in selected portions of the Greek New Testament. (Prerequisite – Fundamentals of Greek I) (3 hours)

LNG313

### Introduction to Biblical Hebrew

This course is an introduction to Biblical Hebrew including the alphabet and vowel points, verbs, nouns, pronouns, adjectives, the definite article, prepositions and conjunctions. The use of various Hebrew language tools and basic Hebrew grammar will be covered.

## Mathematics

MAT113

### Modern Mathematics

Covers topics of elementary mathematics such as sets, logic, systems of numeration, whole numbers, integers, rational numbers, real numbers, and informal geometry. Suited for those preparing for teaching. (3 hours)

MAT123

### Intermediate Algebra

Fundamental operations, graphs, linear and quadratic equations, logarithms. Prerequisite: one unit of high school algebra. Materials fee. (3 hours)

MAT143

### College Algebra

A survey of fundamental concepts of algebra; algebraic equations and inequalities, functions and graphs; zeros of polynomial functions; exponential and logarithmic functions; systems of equations and inequalities. Prerequisite: MAT 123 or one and one-half units of high school algebra. Materials fee. (3 hours)

## Music

More music classes appear under Professional Studies.

### Music Organizations

MOR111

### Chapel Worship Ministry

Open by audition to students who are interested in assisting with planning and leading worship for chapel. Instructor permission. (1 hour)

MOR151, 161

### College Ensemble

Mixed group of select voices (by audition). Public appearances. The college small ensembles will be formed from students enrolled in College Ensemble. (Materials fee) (1 hour)

MOR251, 261, 351, 361, 451, 461

### Chamber Music

Collaborative performance class culminating in a class recital. May be repeated for credit. (1 hour)

### Music Theory

MTH113

### Introduction to Music Theory

A fundamental course in basic music theory designed for nonmusic majors or music majors who need remedial studies. The course studies the basic concepts of music. Credit does not apply to music major. (3 hours)

MTH124

### Music Theory I with Lab

The first semester of an integrated two-year theory sequence that examines the harmonic, melodic, rhythmic, and formal organization of music while developing critical listening and keyboard skills. Prerequisite: MTH113 or successful completion of matriculation exam or consent of instructor. (4 hours)

MTH134

### Theory II with Lab

The second semester of an integrated two-year theory sequence that examines the harmonic, rhythmic, and formal organization of music while developing critical listening and keyboard skills. Prerequisite: MTH124. (4 hours)

MTH224

### Theory III with Lab

The third semester of an integrated two-year theory sequence that examines the harmonic, melodic, rhythmic, and formal organization of music while developing critical listening and keyboard skills. Prerequisite: MTH134 (4 hours)

MTH234

### Theory IV with Lab

The fourth semester of an integrated two-year theory sequence that examines the harmonic, melodic, rhythmic, and formal organization of music while developing critical listening and keyboard skills. Prerequisite: MTH224. (4 hours)

MTH412

### Form and Analysis

Basis concepts. Structural analysis of binary, ternary, rondo, sonata-allegro, variations, and contrapuntal forms. Multi-movement forms. Prerequisite: MTH224. (2 hours)

MTH442

### Eighteenth-Century Counterpoint

A study of eighteenth century style with analysis and original work. Prerequisite: MTH224. (2 hours)

## General Music

MUS111

### Master Class - Piano

A public performance required of students enrolled in private piano lessons. The class meets once a week and the students are provided an opportunity to play in front of peers. In addition, each student will receive feedback and advice from his/her instructor. No credit.

MUS122

### Hymnology and Church Music

A study of the historical development of church music from Old Testament times to the present. Of particular interest are the rise of evangelistic music from the latter 19th century to the present and the current music styles of the church, as well as the textual and musical analyzation of Christian music. (2 hours)

MUS162, 172, 182, 192

### Piano Proficiency I-IV

The development of piano keyboard skills in sight-reading, transposition, harmonization, improvisation, score reading, and playing by ear. Open to all music majors with little or no piano background. May be repeated as needed. (2 hours)

MUS 212

### Introduction to Music History and Literature

Brief overview of the music developments from antiquity to the present, featuring composers and works which are representative of various periods of music.(2 hours)

MUS 323

### Major Instrument Literature I

A survey of instrumental literature from the 1600 to present times, with emphasis on standard repertoire. (3 hours)

MUS 333  
Vocal Literature I

Literature for the solo voice. A study of the literature from 1600 to present times illustrated by recordings and members of the class and the instructor. Prerequisite: Upper division standing and consent of the instructor. (3 hours)

MUS343  
Piano Literature I

A survey of the development of keyboard literature from the fourteenth century through the Classical period. Special attention given to the development of keyboard forms, performance practices, idiomatic styles, and stringed keyboard instruments that precede the piano. (3 hours)

MUS383  
Music History I

Western Music to 1750. Prerequisite: MTH124. (3 hours)

MUS393  
Music History II

Western Music 1750. Prerequisite: MTH124. (3 hours)

MUS423  
Major Instrument Literature II

A continuation of Major Instrument Literature I. (3 hours)

MUS433  
Vocal Literature II

A continuation of Vocal Literature I (3 hours)

MUS443  
Piano Literature II

A survey of composers and literature for the piano of the Romantic and Modern periods. Includes analysis, reading, listening, and performance of piano repertoire. (3 hours)

## Philosophy

PHI233

### Prevailing Contemporary Worldviews

This course explores the philosophical foundations of prevailing contemporary worldviews. Focus is provided to understand and evaluate these various belief systems in an increasingly pluralistic society. Main ideas of prevailing contemporary worldviews will be explored. Special emphasis is placed on how each worldview addresses foundational philosophical issues such as reality and the existence of God (or gods), what is a human being, the existence of evil and suffering, and morality—what is right and wrong. (3 hours)

PHI243

### Business Ethics

This course is designed to highlight the importance of ethics in business. Students further develop their own personal value systems and subsequently see how their worldview impacts organizational values. Special emphasis is placed on application of Christian principles and the biblical background for ethical practices. (3 hours)

PHI 313

### Introduction to Philosophy

A study of the major issues of philosophy as stated by the leading philosophers. Special emphasis is given to the theistic proofs and a Christian evaluation of philosophical issues. (3 hours)

PHI 403

### Sport Ethics

This course addresses a wide range of moral and ethical issues in sports. Topics include values, principles, racial and gender equity, coaching, commercialization, enhancing stimulants and ergogenic aids, eligibility, violence, sportsmanship and Code of Ethics in sports. Examines current and historical events, rules, laws and governing organizations. (3 hours)

# Physical Education

## PHY111

### Lifetime Wellness

To provide the knowledge and skills necessary to develop a lasting interest in lifetime participation and to increase the student's level of physical fitness and knowledge of life-long health. Students will be able to describe the physical, psychological, and socio-cultural factors and human behaviors that influence human wellbeing and affect the major health problems of our society; understand the components of health-related physical fitness and their relationship to personal health and wellbeing; and develop and enhance physical fitness or lifetime sport psychomotor skills. This course will include both lecture and physical activity participation. (1 hour)

# Psychology

## PSY113

### General Psychology

A study of biological aspects of behavior, the brain, learning and memory consciousness, sensation and perception, motivation and emotion, health, stress, coping, mental health, personality, and social behavior. Attention will be given to the relationship between psychology and Christianity with selected application for life and ministry. (3 hours)

## PSY313

### Human Development

Covers the development of humans from conception through death and dying. The physical, intellectual, emotional, and social changes of the individual are all considered. Prerequisite: PSY113. (3 hours)

## PSY323

### Introduction to Counseling

An introduction to the basic principles and

practices of pastoral counseling. A brief look is taken at some of the various theories, both secular and Christian. A second component of the class emphasizes the practical side of counseling by giving the student actual in-class practice of the component skills of the counseling process (active listening skills, empathy, goal setting, strategies, etc.). Prerequisite: PSY 113. (3 hours)

## PSY333

### Educational Psychology

Addresses various issues that apply theories of psychology to the educational environment. Themes include cognitive processes, relevance, classroom climate, challenge, expectations, diversity, interaction, principles of learning, and the psychology of motivation. Prerequisite: PSY 113. (3 hours)

# Science

## SCI113

### General Biology

An introductory course for the non-science major. Basic study of biological molecules, cells, genetics, the structure and classification of plants and animals, and human physiology. (No lab for this class) (3 hours)

## SCI143

### Physical Science

An introductory course designed to allow students to explore the basic concepts of physical science. The course includes an introduction to the fundamental concepts of physics, chemistry, astronomy and earth science. Students will be encouraged to explore the relationship between science and everyday life. Part of this course is committed to reviewing historical developments of scientific thought, examining the perceived conflict between science and Christianity, and analyzing evidence for a creator from scientific discoveries. (3 hours)



# Social Sciences

## Geography

SSG233

### Cultural Geography

Cultural geography is concerned with making sense of people and the places they occupy through analyses of cultural processes, cultural landscapes, and cultural identities. The course introduces culture from a geographical perspective, focusing on how cultures work in place and how they are embedded in everyday life, and the changing and multifaceted relationships between people and the environments in which they reside. (3 hours)

## History

SSH113

### World Civilizations to 1700

An introduction to the study of history. The course will expose the student to the major issues and methods of historical study through the survey of the historical period from creation to 1700 AD. Attention will be given to the various theories of origins from a Christian perspective. In the study of this period, the student will be introduced to schemes of interpretation, will be taught to read critically and analyze those readings, will be instructed in the use of primary sources, and will learn to evaluate evidence. (3 hours)

SSH213

### American History to 1877

A survey course examining America's early social, political, religious, and economic beginnings from the discovery of the New World through 1877. The course covers factors that have contributed to the growth of capitalism, free enterprise, nationalism, and the Christian faith. (3 hours)

SSH223

### American History Since 1877

An analysis and interpretation of developments and trends in American society from the 1870's to the twenty-first century. Topics will include the Reconstruction era, industrialization, immigration, reform movements, World Wars I and II and various military involvements since 1950, social and cultural trends, and foreign policy. (3 hours)

## Social Sciences

SSS122

### Spiritual Formation I (Freshman Seminar)

A study in Christian leadership qualities and goals focusing on self-leadership, personal development, spiritual growth, and developing strong interpersonal relationships. The student will also be guided in principles of personal financial management, and the spiritual disciplines of prayer, meditation, and solitude. This course provides a foundation for the development of the student's philosophy of life and ministry. (2 hours)

SSS133

### Spiritual Formation I and II (Online)

This course introduces the adult student to necessary concepts, skills, priorities, and relationships that enable professional, spiritual, and academic development. This course provides the foundation for the development of the student's philosophy of life and ministry that enables successful adult education. (3 hours)

SSS213

### Principles of Sociology

An introduction to the systematic study of society in terms of social organization, processes, institutions, and relationships among individuals and groups. This course examines methods of research in sociology, and describes the basic concepts and theories. (3 hours)

SSS233

### Cultural Diversity

This course explores the diversity and unity of human experience through the lens of cultural anthropology. Using case studies and other texts, students will develop a deeper appreciation for and a positive attitude toward other world cultures and civilizations. As they do so, they will be asked to think critically about the approach Christians should take in relation to other cultures, and the similarities and differences of these cultures with Christianity. (3 hours)

SSS 343

### World Religions

Involves a detailed study of the history, beliefs, and practices of Judaism, Islam, Hinduism, Buddhism, Shintoism, and Confucianism. Pre-literary societies and religions are given special emphasis. The student is taught to relate these religions to the Christian faith for the purpose of dealing evangelistically with the groups involved. (3 hours)

SSS 221

### Spiritual Formation II (Sophomore Seminar)

A writings class designed to focus on philosophy of ministry; personal values; professional, spiritual, and academic life goals; application of practical theology; development of a plan to accomplish goals and a method for evaluating progress. (1 hour)

SSS 421

### Spiritual Formation III (On-campus) [Senior Seminar]

A writings class designed to focus on philosophy of ministry; personal values; professional, spiritual, and academic life goals; application of practical theology; development of a plan to accomplish goals and a method for evaluating progress. Required work includes a biblical worldview paper, a worldview assumptions paper, a Bible knowledge test and a Wesleyan/Arminian theology test. (1 hour)

SSS431

### Spiritual Formation III (Online students) [Senior Seminar]

A writings class designed to focus on philosophy of ministry; personal values; professional, spiritual, and academic life goals; application of practical theology; development of a plan to accomplish goals; and a method for evaluating progress. (1 hour)

*Courses and programs listed in this catalog are subject to change through normal academic channels. New programs, courses, and changes in existing course work are initiated by the faculty, and approved by the appropriate division head, the academic committee, and the vice president of academic affairs (VPAA). Information concerning changes may be obtained by contacting the VPAA or registrar.*

# Division of Professional Studies

Division Chair, Dr. Cheri Kommel

The objective of the Division of Professional Studies is to ensure that each student has adequate training in his chosen field of service. In order to accomplish this purpose, our aim is to fulfill the following:

1. Provide the student with a basic understanding of his chosen profession.
2. Equip the student with the necessary knowledge and skills which are prerequisite to the duties of his profession.
3. Prepare the student for his place of ministry by acquainting him with the types of people among whom he will minister.
4. Foster a sense of cooperation among those involved in the student's area of ministry and those working in other areas of ministry.

## Business Leadership

### Accounting

ACCT113

#### Accounting I

Explores the basic principles of financial accounting: an introduction to accounting; financial statements; mechanics of the accounting cycle; adjusting accounts and preparing financial statements; internal controls; merchandising operations and inventory; receivables; completing the operating cycle; handling of long-term assets; differences between current and long-term liabilities; reporting and analyzing equity; statement of cash flows; and financial statement analysis. (3 hours)

ACCT213

#### Accounting II

Introduces the fundamental concepts of management accounting, focusing on information needed by managers when making decisions. Topics addressed are statement of cash flow; financial statement analysis; global business and accounting; management accounting; accounting systems for measuring costs; costing and the value chain; cost-volume-profit analysis and incremental analysis; responsibility accounting and transfer pricing; operational budgeting; standard cost systems; and capital budgeting. Prerequisites: Accounting I (3 hours)

### General Business

BUS113

#### Introduction to Business

Provides students with an overview of business in an increasingly global society. Students will complete the course with knowledge of the general business environment, economic systems, business ethics, operations and project management, and technology and information systems. In addition, students will learn the fundamentals of economics, business ownership, entrepreneurship, finance, management and marketing. Key themes woven throughout the course include exploration of career options and development of business problem-solving skills. (3 hours)

BUS123

#### Principles of Marketing

A middle-management (supervisory) approach to the study of marketing as it relates to the concepts of product, place, promotion and price. (3 hours)

BUS313

### Business Law

Introduces the ethics and legal framework of business with an emphasis on contracts, negotiable instruments, the Uniform Commercial Code, and the court system. Topics covered include introduction to the law, business crimes and torts, contracts, defective agreements illegal agreements, the written contract, third party contracts, termination of contracts, consumer protection, property law, and the nature of personal property. (3 hours)

BUS333

### International Business

Explores the dynamics of the emerging global market by examining the challenges of managing a culturally diverse work force and market place. Additional areas of study include international economics and the theory of internal trade, commercial policy, balance of payments, exchange rate determination, and free trade zones. International finance topics such as the function of foreign exchange markets, international portfolio diversification, multinational capital budgeting, import-export financing, direct foreign investment, and international banking are also part of this course. Finally, consideration is given to international marketing and the impact of changing economic political, legal, social, and cultural environments on management decision making. (3 hours)

BUS323

### Human Resource Management

This course provides an introduction to human resource management, its purpose, and how it functions within a business setting to address the issues related to staffing; workforce planning and employment; human resource development; compensation and benefits; employee and labor relations; occupational health, safety, and security; and managing the diverse workforce. (3 hours)

BUS443

### Financial Planning and Control Systems

This course teaches students to know about the fundamentals of designing planning & control (P&C) systems to support the steering and management processes of different organisations. This includes the financial planning process, data gathering, ap-

proaches to financial planning, analysis of financial statements. (3 hours)

BUS436

### Internship

(If the experience is split between two organizations, BUS413 and BUS423)

An internship enhances academic experiences by facilitating exposure to a career field and enabling the student to gain direct experience in a professional setting. Interns may also discover whether or not a desired career path is an appropriate fit. Participating in an internship allows you to gain a better perspective of post-graduation employment by applying the principles and theories you have developed in the classroom. This practical application creates an easier transition for you from the classroom to the working world. May be divided between two different businesses/organizations. (6 hours)

## Economics

ECON213

### Principles of Macroeconomics

This course is an overview of macroeconomic theories and policy. The course focuses on the analysis of the current national economic environment and its effects on business operations. Prerequisite: Sophomore standing or consent of instructor; College Algebra or successful completion of an algebra placement exam. (3 hours)

ECON223

### Principles of Microeconomics

An overview of microeconomic theory as it relates to the individual business. Microeconomics introduces the student to the overall environment in which business functions. Economic analysis explains the uses and limits of opportunity cost, marginal analysis, and market structure in managerial strategy.

The continuation of Principles of Macroeconomics with emphasis placed on the study of the ways economic problems should be solved by individual economic units such as farms, consumers, and industries. Prerequisite: Completion of Macroeconomics (3 hours)

## Sport Management

SPRT203

### Foundations of Sport Management

An introduction to concepts and practices in the area of sport management. The course addresses the substantive aspects of the sports management profession by presenting both the theoretical foundations and subsequent applications of these principles. The course presents a broad overview of the sport management profession including sections on the fundamentals of sport management, human resources management, issues of policy, facility management, marketing, and the economics and finance of the sport management industry. (3 hours)

SPRT303

### Sport Marketing/Facility Management

This course is designed for the student preparing for a career in sport management. Emphasis is placed on theories, principles and practices of sport marketing and facility management. Prerequisite: Foundations of Sport Management (3 hours)

SPRT313

### Sport Leadership

A study of the challenges and problems associated with sport management leadership to include sport operations; management/event and venue management; sport marketing and communication; principles of sport finance; and strategic management/policy. Prerequisite: Foundations of Sport Management (3 hours)

SPRT403

### Sport Law

Provides each student with a broad analysis of the United States' legal system and to the major cases and laws that make up the legal aspects of sport, recreation, and physical activity. Particular attention will be paid to proactive risk management strategies for teachers, coaches, and administrators that will minimize their organizations' legal liability. Topics include: an overview of the legal system, negligence, intentional torts, risk management, con-

tracts, constitutional law, and intellectual property law. (3 hours)

## Christian Teacher Education

### Elementary Education

EDE211-221

#### Education Practicum

All education students who are sophomores or juniors are required to spend two hours each week in the Overland Christian School. Students are assigned to different classrooms each semester and are to act as para-professionals. (1 hour)

EDE311-321

#### Elementary Education Practicum

All elementary education students who are juniors are required to spend two hours each week in the grade school department. Students are assigned to different classrooms each semester and are to act as para-professionals. This is a preparatory class for student teaching. (1 hour)

EDE322

#### Science in Elementary Education

Principles of science commonly developed on the elementary level. Emphasis is placed on materials, field trips, experiments, and other activities. Prerequisite: At least one science class. (2 hours)

EDE323

#### Methods of Teaching Children

An examination of the characteristics of the child as a learner along with appropriate teaching techniques. Special consideration given to behavior management of children within a group context. (3 hours)

EDE332

### Music in the Elementary School

A course in objectives, methods, and materials for use in the elementary general music class. Developing a Biblical philosophy of music education will be emphasized. Prerequisite: Permission of the instructor. (2 hours)

EDE333

### Reading in Elementary Education

A developmental sequential approach to the teaching of reading dealing with principles of reading readiness, directed reading lesson methods, comprehension and word perception teaching skills, elective evaluation, and the grouping of students in the classroom. (3 hours)

EDE342

### Social Studies in Elementary Education

The methods of teaching social studies in the elementary school for fostering the growth and development of the child. The students will also prepare lesson plans and teach a class. (2 hours)

EDE352

### Bible in Elementary Education

This course presents materials and methods for instruction in God's Word for the elementary school-age child. Students will explore the ways children learn, investigate curricula and other resources that enhance their teaching skills and abilities, and gain experience in opening up the Bible's message and truths to the elementary school-aged child. (2 hours)

EDE353

### Math in Elementary Education

An introduction to the purposes, methods, and materials of the elementary school mathematics class. (3 hours)

EDE362

### Art in Elementary Education

Experience with art materials and a study of the types of art activities related to the various interest levels for the elementary child. (Lab fee) (2 hours)

EDE373

### Children's Literature

Includes a brief history of children's literature and a study of authors and illustrators of children's books from preschool through junior high. Students will gain experience in teaching and evaluating books for these age levels. (3 hours)

EDE382

### Teaching Language Arts in Elementary Education

A course in the methods of teaching elementary school children to speak and write effectively. This will include acceptable English grammar, spelling, handwriting, creative writing, and the problem of the linguistically different child. (2 hours)

EDE392

### Health/Physical Education in the Elementary School

The organization, planning, and administration of the elementary physical education program. The growth and development patterns and their effect on movement, motivation, and safety in conduct in the program is important. (2 hours)

EDE463

### Diagnosis and Remediation of Reading Difficulties

Emphasizes study skills, corrective and critical reading, evaluation, diagnosis, and reading and oral interpretation and motivation. Each week, three hours of classroom work is required plus one hour of lab work. Prerequisite: EDE 333. (3 hours)

## Education Core

EDG252

### Classroom Organization/Management

A study of teaching methods and materials, the writing of objectives for teaching, the preparation of lesson plans, and classroom management. (2 hours)

EDG313

### Technology in Education

An introduction to basic computer use for the teacher, explaining the hardware, software, and programs for multimedia applications, word processing, keeping records, computing grades, planning, and aiding in personal management. (Lab fee) (3 hours)

EDG323

### Foundations and Philosophy of Christian School Education

A survey of some critical issues in Christian education, including the historical, philosophical, psychological, legal, and financial foundations. This course provides guidelines for formulating a personal philosophy of Christian education. (3 hours)

EDG333

### Educational Psychology

The study of student motivation, learning principles, classroom management, and contemporary educational trends. Prerequisite: PSY 113. (3 hours)

EDG416

### Supervised Student Teaching

Observation, participation, and actual teaching under supervision of qualified teachers for senior-level students. Student teachers will be evaluated on their classroom management and their use of current methods of teaching and planning. Students are required to apply for Supervised Student Teaching and must have a cumulative

GPA of at least 2.0 and a GPA of at least 2.5 in their major area. (6 hours)

## Leadership Studies

LEA233

### Personal Finance Management

This course will provide a practical introduction to personal finance management and assist the student in being a good steward of God-given resources. It addresses realistic ways to manage personal assets effectively. Topics include the development of personal financial goals, planning and budgeting; avoiding fraud and swindles; buying, insuring and financing major assets; consumer credit; banking services; investments; insurance; retirement and estate planning; and income tax. (3 hours)

LEA263

### Introduction to Leadership

This course provides an overview of the basics of leadership with application in both a personal and organizational context. Creating and communicating the vision, empowering others and recognizing their contributions, challenging the status quo and leading change, and celebrating team and organizational success are all key ideas addressed in this course. Moreover, students will be asked to evaluate their own personal leadership practices according to these concepts. (3 hours)

LEA313

### Organizational Behavior

This course focuses on the study of organizational theory and application. The managerial functions of planning, controlling, staffing, directing, and motivating are explored in the context of both individual and group behavior. (Prerequisites: Gen. Psychology; Sociology) (3 hours)

LEA322; (RPM322.3 for Online)

### Working with Teams

This course emphasizes the importance of teamwork in organizational or professional settings. In addition to reviewing the components of effective teams, the dysfunctions of teams,

accountability within teams, and values will also be discussed. Students will become more effective team members as well as become better equipped to improve team relationships. Characteristics of dynamic and thriving teams will be explored, with a special emphasis on the common dysfunctions of teams and how to avoid them. (Prerequisite: Sociology) (2 hours) Online: 3 hours

LEA323

### Management and Leadership

This course provides an introduction to management and leadership styles, strategies, and applications for planned change within global organizations today. Students will apply critical thinking skills to evaluate appropriate interventions for organizational challenges in structure, control, and culture. Students will create an ethical strategy and standard for leadership during decision-making and problem solving based on Christian values. (Prerequisite: Introduction to Leadership) (3 hours)

LEA363

### Biblical Theology of Leadership

This course provides a Biblical Christ-centered perspective of leadership ideas. Historical trends in the development of leadership thinking both from a secular and Christian perspective are discussed and evaluated in light of biblical truth, and students will be challenged to apply this truth to their own lives and their understanding of organizational behavior. (Prerequisite: Introduction to Leadership) (3 hours)

LEA373

### Organizational Leadership

This course will provide an understanding of organizational leadership from a biblical, theoretical and practical point of view. The topic of leadership will be discussed in four contexts that include intrapersonal, interpersonal relationships, organizational structure and processes, and organizational culture. The biblical approach of the covenant will be used as a unifying theme for leadership best practices within each of these contexts. (Prerequisite: Introduction to Leadership) (3 hours)

LEA392

### Christian Leadership

This course addresses the seminal issues in Christian leadership. Each student will have a clear understanding of the Biblical principles of leadership and the qualities required for effective leadership. The course will focus on developing skills in pastoral leadership and management, with special attention given to leadership in both the church and para-church settings. (2 hours)

LEA413

### Mobilization of Volunteers

This course will investigate ways to mobilize and engage volunteers. It will defend the value of volunteers, and their relationship within an organization. The topics examined will include the following: types of recruitment methods, importance of background checks, communicating organizational mission statements, goals and values, training, retention, volunteer tasks and expectations, motivation, reward systems and performance improvement for both volunteers and staff. Throughout the course, the student will develop a practice scenario of organizing volunteers and staff for a specific event. (Prerequisite: Sociology and Introduction to Leadership) (3 hours)

LEA423

### Strategic Management

This course introduces the key concepts, tools, and principles of strategy formulation and competitive analysis. It is concerned with managerial decisions and actions that affect performance and survival of business enterprises. Additionally, it focuses on information, analyses, organizational processes, and skills and business judgments required of managers when devising strategies, allocating resources, defining borders, and maximizing long-term profits in a changing business environment. A mastery of the principles of Accounting, Economics, Finance, Marketing, Organizational Behavior, and Statistics is imperative to the successful completion this course. (Prerequisite: Introduction to Leadership) (3 hours)



LEA433

### Negotiation and Conflict Resolution

This course focuses on the development of the communication and management skills essential for successfully resolving conflict situations involving both labor and management practices and the structural dysfunctions of organizations. (Prerequisite: Introduction to Leadership) (3 hours)

LEA443

### Professional Communication

This course emphasizes professionalism in all types of communication. In addition to speaking and writing skills, listening skills, interpersonal communication, and presentation skills will comprise the areas of emphasis. (Prerequisites: English Composition I and II) (3 hours)

LEA463

### Conflict Management

This course focuses on developing communication and management skills necessary for successful conflict resolution. A conflict resolution mindset will be emphasized, a proactive model for conflict resolution will be developed, effective conflict resolution techniques will be demonstrated, and the impact of ethical, distinctly Christian negotiation and conflict resolution will be seen. The principles of conflict management will be applied to professional and personal situations. Pre-requisite: PSY113: General Psychology. (3 hours)

## Music

### Applied Music

MAP111, 121, 131, 141

Applied Introductory Instrument

Applied lessons for introductory-level students.

Lesson fee. (1 hour)

MAPP111, 121, 131, 141

Applied Instrument-Piano, Non-Performance

Applied piano lessons for students who are

not performance music majors in piano. Lesson fee. (1 hour)

MAPG111, 121, 131, 141

Applied Instrument - Guitar, Non-Performance

Applied guitar lessons for students who are not performance music majors in guitar. Lesson fee. (1 hour)

MAPV111, 121, 131, 141

Applied Instrument - Voice, Non-Performance

Applied voice lessons for students who are not performance music majors in voice. Lesson fee. (1 hour)

MAPIN111, 121, 131, 141

Applied Instrument - Other Instrument Non-Performance

Applied private music lessons for students who are not performance music majors in the instrument studied. Lesson fee. (1 hr)

MAPP152, 162, 252, 262

Applied Instrument – Piano Performance

Applied music lessons for students majoring in music. May be repeated for credit until 8 credits are accumulated. Lesson fee. (2 hours)

MAPP154, 164

Applied Instrument – Piano Performance

Applied music lessons for students majoring in music. May be repeated for credit until 8 credits are accumulated. Lesson fee. (4 hours)

MAPSX152, 162, 252, 262

Applied Instrument – Saxophone Performance

Applied music lessons for students majoring in music. May be repeated for credit until 8 credits are accumulated. Lesson fee. (2 hours)

MAPVC152, 162, 252, 262

### Applied Instrument – Voice Performance

Applied music lessons for students majoring in music. May be repeated for credit until 8 credits are accumulated. Lesson fee. (2 hours)

MAPVN152, 162, 252, 262

### Applied Instrument – Violin

Applied music lessons for students majoring in music. May be repeated for credit until 8 credits are accumulated. Lesson fee. (2 hours)

MAPP353, 363, 453, 463 OR 352, 362, 372, 452, 462, 472

### Applied Instrument II – Piano

Applied music lessons for students majoring in music. May be repeated for credit until 12 credits are accumulated. Prerequisite: Applied Instrument I until the music major has accumulated 8 credits. Lesson fee. (2 or 3 hours)

MAPSX353, 363, 453, 463 OR 352, 362, 372, 452, 462, 472

### Applied Instrument II – Saxophone

Applied music lessons for students majoring in music. May be repeated for credit until 12 credits are accumulated. Prerequisite: Applied Instrument I until the music major has accumulated 8 credits. Lesson fee. (3 hours)

MAPVC353, 363, 453, 463 OR 352, 362, 372, 452, 462, 472

### Applied Instrument II – Voice

Applied music lessons for students majoring in music. May be repeated for credit until 12 credits are accumulated. Prerequisite: Applied Instrument I until the music major has accumulated 8 credits. Lesson fee. (3 hours)

MAPVN353, 363, 453, 463 OR 352, 362, 372, 452, 462, 472

### Applied Instrument II – Violin

Applied music lessons for students majoring in music. May be repeated for credit until 12

credits are accumulated. Prerequisite: Applied Instrument I until the music major has accumulated 8 credits. Lesson fee. (3 hours)

## Practical Ministries

MIN1203

### Principles of the Christian Life

This course focuses on the meaning of the lifestyle of biblical Christianity. Attention will be given to the role of the spiritual disciplines in spiritual development. Students will gain knowledge, abilities and skills that will help them to understand themselves as Christians and to become more effective ministers who would teach and nurture others. (3 hours)

MIN1213

### Discipleship and Mentoring

This course is a study in discipleship and mentoring focusing on effective discipleship models from the life of Christ and the First Century Church. Those principles will be applied into an effective design for Twenty-First Century disciple-making, with special attention given to the foundations of Christian discipleship and mentoring. This foundation includes modeling Christ-like character and leadership and building healthy relationships for personal accountability paradigms (3 hours)

MIN1223

### Sharing the Faith

This course is designed to help the student learn and live the foundational tenets of biblical Christianity in the marketplace of life; at home, at work, and in the school; in short, in the public arena. Attention will be given to the lifestyle of the believer as a statement to the non-Christian, relationship building, lifestyle evangelism, spiritual conversation with the non-Christian, and the biblical elements of conversion. (3 hours)

(continued on next page)

MIN1233

### Evangelism and Discipleship

Christians should be simultaneously a disciple and a discipler. This course is a study in various approaches to evangelism, specifically personal/individual evangelism consistent with a biblical approach and methods. A variety of methods will be explored. The second part of the course will focus on how to nurture and disciple a new convert or those wishing to grow in their faith and walk with Christ. The course includes modelling Christ-like character and leadership and building healthy relationships for personal accountability paradigms. (3 hours)

MIN2003

### Introduction to Christian Worship

This course is designed to acquaint the student with the various forms and functions of both traditional and contemporary worship within the church. The student will be introduced to a wide variety of the possible elements that can be incorporated into the liturgy of worship. Primary emphasis will be placed on helping the student gain an understanding of the biblical and theological concepts of worship. (3 hours)

MIN2112

### Practice of Mission

An introduction to the practical issues of a new missionary's preparation, life on the field, and ministry. Lectures, activities, and reading will serve as a necessary orientation to prepare the student for missionary service. (2 hours)

MIN2113

### Principles of Church Growth

This course is a survey of the various principles advocated by the church growth movement. Special attention is given to theological, anthropological, and indigenous elements which affect the rate and patterns of church growth. (3 hours)

MIN2122

### Introduction to Missions

An in-depth consideration of the theological

and biblical basis of missions, the call, personal qualifications, and the selection of missionary personnel. Attention is focused also on the nature and objectives of the missionary task as well as the missionary outreach of the local church. (2 hours)

MIN2203

### Homiletics

An introductory course which considers the development and delivery of sermons. The textual, topical, and expository methods of development will be examined carefully with extended attention given to exposition. Such elements as form, control factors, progression of thought, and illustrative techniques are given special attention. Students are given practice in actual sermon delivery which is followed by evaluation against objective standards. \*Biblical Studies majors will be required to develop presentations such as Bible studies or Sunday School lessons which they will present to the class in place of sermons. Prerequisites: ENS 113 and BIB2123. (3 hours)

MIN2213

### Introduction to Youth Ministry

Students will focus on the physical and emotional needs and characteristics of youth ages 12-18 and on learning how to design and structure youth ministry programs that effectively utilize adult sponsors and the youth themselves in ministering to individuals and groups in the church, home and community. Attention will be given to discipleship, leadership development, and program design. A variety of models of youth ministry as well as the various roles and responsibilities of youth pastors will be discussed. This course is introductory in nature and serves as a foundation for further studies or volunteering in a youth ministry (3 hours)

MIN3202

### Family Ministry in the Church

This course focuses on understanding the current cultural influences that affect family dynamics, learning theological foundations of the family, and developing effective ministry strategies

to disciple families in the context of the local church. (2 hours)

MIN3203

### Introduction to Counseling

This course will discuss an overview of the change process, with brief exploration into personality structure and the origin of personal struggles, from a biblical perspective. The class will also provide a study of the modern day integration perspectives of theology and psychology (i.e., skills, empathy, goal setting, strategies, etc.). Prerequisite: PSY 113 (3 hours)

MIN3223

### Contemporary Issues in Youth Ministry

Designed to help the student understand the dynamics of youth culture and formulate a strategic pastoral response to current developments within the youth culture. The course will explore the issues that face teenagers and their families in the context of contemporary culture, and how a holiness lifestyle should touch every area of a young person's life. Understanding of and reflection on contemporary issues in life and faith will enable youth ministry to go beyond programming to the development of a program that is conducive to a transformative ministry. Attention will be given to specific aspects of youth culture such as school, peer pressure, friendships, family, media, and other social issues. Community youth services and agencies in the community will also be discussed. Students should develop biblically and theologically sound ministry strategies to be implemented in current youth culture within the local church and community. (3 hours)

MIN4003, MIN4013

### Ministry Internship I and II

The internship program in pastoral ministry is designed to help students develop the basic skills for ministry under the mentorship of ministerial staff and ordained clergy. Through exposure to church activities and structure, and consultation with professionals in the various fields of ministry, the student will gain a basic understand and

experience in his/her vocation and the responsibilities it entails.

MIN4103

### Cross-Cultural Communication

A careful study of the theories and practices involved in communicating to persons of other language groups. Practical applications are made. Films will be viewed which will enhance the learning process. The focus of the course will be on evangelizing the people in these groups. (3 hours)

MIN4243

### Expository Preaching/Lab

An emphasis on Scripture analysis, background material, and expository techniques for the purpose of clearly and accurately presenting the message of the Bible. Stress is placed on effective, Spirit-anointed organization and delivery of sermon content. Actual sermon preparation and delivery, with peer evaluation, are required. Prerequisite: MIN2203 (3 hours)

MIN4203

### Youth Programming

An overview of programming for youth in the local church. Included will be a special emphasis on Sunday School and the overall youth ministry. Students will attend a workshop in youth skills development. Prerequisite MIN2312 (3 hours)

MIN4213

### Local Church Administration

A study designed to give the student an insight into the administration and leadership of local church regarding planning, activating, motivating and evaluating. Special attention is also given to a study of the parliamentary law and to the officers of the local church and the Sunday School and their duties. The student will also be introduced to resource materials for all educational levels of the Sunday School. (3 hours)

MIN4223

### Pastoral Role in Ministry

This course examines the various aspects of the

pastor's work, including his call, qualifications, preaching, pastoral tasks, personal life, and his relation to society. Special attention will be placed on the various duties of a pastor in the everyday life of the local church and the community. (3 hours)

MIN4233

### Teaching the Christian Faith

This course is intended to equip Christian leaders with an understanding of the principles and practices of teaching the Word of God. The course will include biblical perspectives on teaching, as well as practical methods for teaching effectively. The focus will be on teaching the Christian faith, yet learned skills will apply to other fields as well. (3 hours)

## Professional Music

### Music Pedagogy

PED303

#### Piano Pedagogy I/Supervised Teaching

Instructional strategies for teaching the beginning piano student including methods, materials, repertoire, technique and the use of music technology. Establishing and managing a piano studio will be addressed. Supervised practicum designed to demonstrate lesson planning and activities for beginning students through the observation of experienced teachers and various supervised teaching experiences. Prerequisite: Upper division standing and consent of the instructor. (3 hours)

PED313

#### Piano Pedagogy II/Supervised Teaching

Instructional strategies for teaching the intermediate and advanced piano student, including methods, materials, repertoire, technique, and the use of music technology. Includes supervised practicum designed to demonstrate lesson planning and activities through observation of experienced teachers and various

supervised teaching experiences. Prerequisite: PED303 (3 hours)

PED322

#### Vocal Pedagogy I

Pedagogical principles related to teaching voice. A study of teaching techniques, materials, and repertoire for solo and ensemble. Lectures, demonstrations, and discussions of teacher/student relationships, large group dynamics (ensemble), one-on-one interaction (studio), time management, performance anxiety, productive practice, and the observation and assessment of physiological factors, style, and interpretation. Also included are lesson observations and actual experience in studio/classroom instruction under supervision of the teacher. Prerequisite: Upper division standing and consent of the instructor. (2 hours)

PED332

#### Vocal Pedagogy II/Supervised Teaching

A continuation of PED322, with more focus on advanced students. Includes supervised practicum designed to demonstrate lesson planning and activities through observation of experienced teachers and various supervised teaching experiences. Prerequisite: PED 322. (2 hours)

PED333

#### Instrumental Pedagogy I/Supervised Teaching

A study of teaching techniques, materials, and repertoire for solo and ensemble. Lectures, demonstrations, and discussions of teacher/student relationships, large group dynamics (ensemble), one-on-one interaction (studio), time management, performance anxiety, productive practice, and the observation and assessment of physiological factors, style, and interpretation. A field observation component is included. Supervised teaching includes evaluation of teacher effectiveness and student musical growth. Prerequisite: Upper division standing and consent of the instructor. (3 hours)

PED343

### Instrumental Pedagogy I/Supervised Teaching

Continuation of PED 333. Includes supervised practicum designed to demonstrate lesson planning and activities through observation of experienced teachers and various supervised teaching experiences. Prerequisite: PED 333. (3 hours)

## Music

MUSP242

### Choral & Instrumental Methods/Church

A practical study of choral and instrumental methods and literature for the local church. Includes training in basic conducting technique. Philosophy, organization, and techniques for implementation of the choral and instrumental programs are discussed. Prerequisites: MTH 124. (2 hours)

MUSP202

### Diction for Singers I

Students will become familiar with the symbols and sounds of IPA for use in learning new repertoire. English, Italian, French, and German will be studied in depth. (2 hours)

MUSP203

### Diction for Singers II

Further study of the symbols and sounds of IPA for use in learning new repertoire. Additional study in English, Italian, French, and German. (3 hours).

MUSP372

### Accompanying I

A course for junior and senior piano majors designed to introduce the basics of ensemble with vocal and instrumental soloists. Standard solo repertoire will be studied, and outside accompanying experiences will be assigned. (2 hours)

MUSP462

### Accompanying II

This course will introduce the piano major

to accompanying choral groups and church congregations, as well as give experience in the keyboard skills of open score reading, transposition, and harmonization. The piano major will also gain further experience in the accompanying of vocal and instrumental soloists. Outside accompanying experiences will be assigned. Prerequisite: Accompanying I or consent of instructor. (2 hours)

## Worship Ministry

WOR222

### Administration and Philosophy of Church Music

The administrative and philosophic responsibility of the minister of music. Emphasis is placed on the development of a Bible-centered philosophy of music ministry. Concerns such as music resources in the local church and Christian school, methods, materials, and budget are treated. (2 hours)

WOR252

### Worship Ministry Skills

A study of available resources and techniques employed by the worship leader. Topics of consideration will include planning, organizing, personal spiritual preparation, sound system basics, audio-visual and software basics, decision-making, the characteristics and responsibilities of a good leader. Special emphasis will also be placed upon the many and varied roles of the worship leader, such as with the pastor, vocalists/instrumentalists, and the congregation. Prerequisite: MIN2212 Introduction to Christian Worship. (2 hours)

WOR262

### Worship Practicum

This course gives the student the opportunity to apply what has been learned in the classroom by working in a local church setting under the supervision of the pastor and/or a worship leader who acts as a mentor. This course is designed to be the culmination of the Worship Leadership program. Prerequisites: MIN2212, WOR252. (2 hours)

# Faculty

The quality of any academic institution is based upon the quality of academic instruction. The Board of Trustees at KCC has endeavored to hire and retain the best instructors obtainable. This effort has been rewarded by an excellent credit transfer status based upon a highly qualified faculty. The present faculty is no exception. The personnel presented in this catalog possess spiritual stability, excellent educational credentials, practical life experiences, and personality qualities which commend them to the high calling of Christian education.

## Full-Time Faculty

### David Carpenter

Dean of Students

Associate Professor, L1

General Studies, Apologetics

M.A. Organizational Administration, Mid America Nazarene University, 2009

Additional graduate studies, Apologetics - Biola University, present

B.S. Business Management, Indiana Wesleyan University, 2007

Undergraduate studies, Kansas City College and Bible School, 1993-1996

Patient Assistant, Shawnee Mission Medical Center, 1995 – 1996

Admissions, Shawnee Mission Medical Center, 1996 – 2004

Patient Placement, Shawnee Mission Medical Center, 2004 - present

Director of Public Relations, Kansas City College and Bible School, 2003 - 2008

Associate Professor, Kansas Christian College, 2011 - present

Current position, 2011

### Harold Carpenter

Division Head - Professional Studies

Associate Professor, L1

Social Sciences, Education

M.Ed., MidAmerica Nazarene University, 2000

B.A., God's Bible School, 1985

B.R.E., God's Bible School, 1974

Undergraduate studies, Allegheny Wesleyan College, 1969-1972

Teacher, Indiana Wesleyan School, 1972-1973, 1975-1977

Administrator/Teacher, New Bethlehem Wesleyan Methodist School, 1977-1984

Student Personnel Director, God's Bible School, 1985-1989

Owner-Operator, HVC Painting, 1989-1993

Principal, Overland Christian Grade, 1993-1995

Associate Professor, Kansas Christian College, 1995 - present

Current position, 1995

### Dennis Knight

Associate Professor, L2

English

M.S. Ministry, Pepperdine University, 2008

M.A. Linguistics, Florida International University, 2006

B.A. Biblical Studies, York College, 1999

Teacher, Brighton Academy, 2008 to present

Youth and Family Pastor, Northland Mission Church, 2009-2014

Youth and Family Pastor, Breakpointe Community church, 2015

Youth & Family Pastor, Northland Mission Church, 2016 to present

Current position, 2016

### Cheri Kommel

Professional Studies Division Head

Professor

Bible, Ministry, Religion

D.MIN, Ministry (Pastoral Education), Columbia Evangelical Seminary, 2016

MA, Biblical Leadership/Ministry (Education), Trinity Theological Seminary, 2012

MA, Ministry (Education), Global University, Springfield, MO, 2005

BS, English, Evangel University, 1972

High School teacher 1972-1986

Missionary, Pastoral Education, Church of the Nazarene, Southern Africa countries, 1986-2016  
Current position, 2016

### **Matthew Lee**

Vice President of Adult & Online Education/  
Admissions  
Campus Chaplain  
Associate Professor, L1  
Counseling

M.A. in Counseling, MidAmerica Nazarene University  
B.A. in Religion (Pastoral Ministry), Kansas City College and Bible School

Associate Pastor, Bible Fellowship Center, Tulsa, OK, 2002-2004  
Pastor, Bible Fellowship Center, Tulsa, OK, 2004-2007  
Pastor, Rosedale Church of God (Holiness), Kansas City, KS, 2007 to present

Current position, 2012

### **Dorie E. Scofield**

Librarian  
Associate Professor, L2  
Psychology, Counseling

MLS, Emporia State Univ., 2015  
M.A. in Marital and Family Therapy, Azusa Pacific University, 1995  
B.A., MidAmerica Nazarene College, 1988  
Undergraduate studies, Kansas City College & Bible School

Co-Counselor, California Counseling Center, Monrovia, CA, 1992-1995  
Resident Counselor, Booth Memorial Center, Los Angeles, CA, 1995-1996  
Marital and Family Therapist Intern, Reno, NV, 2003-2004  
Supervised Marriage and Family Therapist, The Wellness Company, 2007-2009  
Head Librarian and Director, Appleton City Public Library, 2008-2009

Current position, 2010

### **Christopher Sumpter**

Vice President of Academic Affairs, Registrar  
Associate Professor, L1  
Missions

M.A. in Missiology, Nazarene Theological Seminary, 1999  
B.A. in Religion, MidAmerica Nazarene College, 1992

Disbursing clerk, US Navy, 1993-1995  
Associate Pastor, El Dorado Springs Church of God (Holiness), 1995-1997  
Mission Intern, Kansas City First Church of the Nazarene, 1997-1999  
Associate Professor, KCCBS, 1999-2003, 2007-08  
Missionary, Global Partners, 2004-2016

Current position, 2016

## **Adjunct Faculty**

### **Aimee Askew**

Associate Professor, L1  
Education

MA in Education & Innovation, Webster University, 2015  
BA Elementary Education, Kansas Christian College, 2002

Instructor, Overland Christian, 2002-2004 & 2010-Present

Current position, 2016

### **Darryl Barton**

Associate Professor, L1

M.Th., Dallas Theological Seminary, 1973  
B.A. Sociology, University of Texas at Arlington, 1969

Teacher, Overland Christian School, 2015 to present  
Retail Associate, Cabelas, 2004-15  
Teacher, Muncie Christian School, 1989-2004  
Pastor, Trinity Bible Church, Gulfport, MS, 1975-1989  
Youth Pastor, North Bend Presbyterian Church, North Bend, OR, 1973-75  
Current position, 2016



## **Greg Blake**

Associate Professor, L1  
Bible, Philosophy, Pastoral Ministries

B.A.R., Kansas City College and Bible School, 1986  
Graduate Studies, Midwestern Baptist Theological Seminary, 1986-1993  
Graduate Studies, Nazarene Theological Seminary, 1999 - 2002  
Graduate Studies, Liberty University Graduate School, 2004

Youth Pastor, Gregory Hills Church of God (Holiness), 1986-1989  
Instructor, Kansas City College and Bible School, 1988-1993

Director, Outreach Ministries, Church of God (Holiness) Home Missions, 1991-1992  
Interim office manager, Church of God (Holiness) Home Missions, 1992  
Church Resource Specialist, Landmark Christian Media Group, 1997-1999  
Pastor, Rosedale Church of God (Holiness), 1998 to 2009  
Pastor, Elk Creek Community Church, 2009-2015

Current position, 1999

## **Lisa Christenson**

Associate Professor, L2  
Leadership

Doctorate: ABD, Leadership Studies, Johnson University  
Master's Degree in Transformational Leadership, Barclay College  
Bachelors Degree in Christian Ministries, INSTE Bible College  
Diploma in Business Accounting, Metro Business College

Adjunct Professor at Barclay College and San Diego Christian College  
Current position, 2016

## **Jason Dodson**

Associate Professor, L1

M. Div., Nazarene Theological Seminary, 2010  
Certificate in Cross-cultural Ministry,

Nazarene Theological Seminary, 2010  
B.A., Kansas City College & Bible School, 2003

Associate Pastor for Youth, Parkway Church of God (Holiness), Fort Scott, KS, 2003 - 2005  
Teacher, Fort Scott Christian Heights, Fort Scott, KS, 2004 - 2005  
Director of Admissions and Recruitment, Kansas City College and Bible School, 2005-2010  
Current position, 2010

## **William Duckworth**

Associate Professor, L2  
Business

M.B.A., Business Management, Finance, and Healthcare Management, Saint Mary's University, 2014  
B.S. Criminal Justice, Washburn University, 2004

Supply Chain Management/Operations Manager; XPO Logistics (3PL). 2013 to present  
Operations Supervisor, Forward Air Solutions, Kansas City, MO, 2012-2013  
Gear For Sports, Inc., Supervisor Inventory Control and Receiving, Pharr, TX and Lenexa, KS, 1997-2012  
ADP (Automatic Data Processing), Quality Assurance, Lenexa, KS, 1996-1997  
Current position, 2016

## **Don Englund**

Professor  
Biblical Languages

Ph.D., University of Kansas, 2015  
M.A. in Linguistics, University of Kansas, 2006  
M.A. in Biblical Languages, Assemblies of God Theological Seminary, 1995  
Graduate work, University of Missouri/Kansas City, 2000  
Graduate work, Covenant Theological Seminary, 1980-1982  
Graduate work, Baptist Missionary Theological Seminary, 1979  
B.A., Kansas City College and Bible School, 1973  
Teacher, Kirksville Christian High, 1973-1975  
Pastor, Moulton, IA, Church of God (Holiness),

1973-1975  
Pastor, Houston, TX, Church of God (Holiness),  
1975-1980  
Pastor, St. Charles, MO, Church of God (Holi-  
ness), 1980-1983  
Pastor, Dodge City, KS, Church of God (Holiness),  
1983-1985  
Pastor, Bentonville, AR, Church of God (Holi-  
ness), 1985-1992  
Teacher, Mt. Zion Bible School, 1992-1999  
Principal, Mt. Zion Bible School, 1995-1999  
Pastor, Mansfield, MO, Brush Arbor Church of  
God (Holiness), 1995-1999  
Pastor, Overland Park, KS, South Park Church of  
God (Holiness), 2000 - present  
Professor, Kansas City College and Bible School,  
1996  
Academic Dean, Kansas City College and Bible  
School, 1999 - 2009  
  
Current position, 1999

### **Laura Gallagher**

Associate Professor, L1  
Religion, Spiritual Formation

MA, Biblical Languages, Midwestern Baptist Theo-  
logical Seminar  
Bachelor of Arts: Biblical and Theological Studies,  
Bethel University  
Current position, 2016

### **Brent D. Hulett**

Professor  
Missions

D.Min., Nazarene Theological Seminary, 2001  
M.Div., Nazarene Theological Seminary, 1995  
B.A., Kansas City College and Bible School, 1989  
Assistant Pastor, Parvin Road Church of God (Ho-  
liness), 1989-1991  
Project Manager, International Institute for Chris-  
tian Studies, 1990-1992  
Managing Director, Chic Shaver Center for Evan-  
gelism, 1993-1994  
Associate Minister of Outreach, Kansas City First  
Church of the Nazarene, 1993-1994  
Pastor, Church of the Nazarene, Grandview, MO,  
1994-1999

Pastor, International Nazarene Fellowship, Manila,  
Philippines, 1999-2002  
Regional Education Coordinator, Asia-Pacific Re-  
gion, Church of the Nazarene, 1999-2002  
Adjunct Professor, Asia-Pacific Nazarene  
Theological Seminary, Philippines, 2002  
Director of Faculty Development, International  
Institute for Christian Studies, 2002- 2006  
Vice President of Recruiting for Wycliffe  
Associates- 2006 - present  
Current position, 2004

### **Steve Johnson**

Professor  
Religion  
Ph. D. Theology, University of Manchester, 2016  
M.Div, Nazarene Theological Seminary, 1997  
BS, Religion, Southern Nazarene University, 1992

Pastor, Church of the Nazarene (Memphis, TN;  
South Bend, IN; Waco, Tx and Kansas City), 1997  
to Present  
Currently Senior Pastor Nall Avenue Church of the  
Nazarene, Prairie Village, Ks.  
Current position, 2017

### **Jooyi Jung**

Associate Professor, L2  
Music

Doctoral Studies, ABD, Piano Performance, Uni-  
versity of Kansas, 2014 to present  
MM in Piano Performance, University of Kansas,  
2014  
BA in Piano, Pusan National University, Pusan,  
South Korea, 2010  
Tutor, Kansas City Music Preparatory School, 2012  
to 2014  
Private Piano Instructor, Kansas, 2010-2011  
Piano Instructor, Centum Sensivill Music Academy,  
South Korea, 2006-2009  
Tutor, Music Theory and Piano Performance, South  
Korea  
Teacher, Music Academy in South Korea  
  
Current position, 2013

## **Steven Kelso**

Associate Professor, Level 1  
Religion

M.A. in Ministry [Leadership], Indiana Wesleyan University, 2017

B.A. in Religion (Pastoral Ministry), Kansas City College and Bible School

Secondary Educator, Overland Christian Schools (2008-2012)

Campus Pastor, Kansas City College and Bible School (2008-2012)

Associate Pastor, Gregory Hills Church of God (Holiness) (2008-2011)

Interim Youth Pastor, Breakpointe Community Church (2011-2012)

Youth and Communications Pastor, Cornerstone Wesleyan Church (2012-2016)

Current position, 2016

## **Wha-In Lee**

Piano Program Director  
Associate Professor, L2  
Music

Doctoral work (ABD), Piano Performance, University of North Texas, 1978

M.A. Piano Performance, Texas Women's University, 1974

B.M. (Piano), E-wha Women's University, Korea, 1972

Teaching Assistant, TX Women's Univ., 1972-1974

Teaching Assistant, Univ./North TX, 1974-1978

Adjunct faculty, E-Wha Women's Univ., Seoul, Korea, 1991-1997

Piano Instructor, Seoul Art School of Korea, 1992-2004

Piano Instructor, Sun-wha Art School of Korea, Seoul, Korea, 1993-2004

Assisted with Summer/Winter Piano Camp at UMKC, 1993-2003

Visiting Guest Lecturer, KU, 2007-2008

Adjunct faculty, Missouri Western State University, 2010-2012

Current position, 2012

## **Kevin Mays**

Associate Professor, L2  
English, Speech, Literature

M.A. Education, MidAmerica Nazarene University.  
Graduate studies in English

B.A. English, Kansas City College and Bible School,

English Instructor, Overland Christian High School  
High School English Instructor, Olathe School District

Current position, 2011

## **Reed Oshel**

Associate Professor, L1  
Science

M.S., Chemistry/Biorenewable Resources and Technology, Iowa State University

B.S., Chemistry/Computer Science, Pittsburg State University

Senior Scientist/Group Leader, MRIGlobal

Current position, 2012

## **Chad Pollard**

Vice President of Operations and Admissions  
Associate Professor, L1  
Religion/Pastoral Ministry

M.A. in Ministerial Leadership, Indiana Wesleyan University, 2009

B.A. in Religion, Kansas City College and Bible School, 2003

Pastor, Appleton City Church of God (Holiness), 2003-2006

Teacher, El Dorado Christian School, 2005-2008

Director of Ministries, El Dorado Springs Church of God (Holiness), 2006-2010

Principal, Overland Christian Schools, 2010-Present

Nustart Coordinator, Church of God (Holiness) Department of Home Missions, 2010-Present

Current position, 2010

## **Ruby Rice**

Associate Professor, L1  
English, Speech, Literature

M.A., University of Missouri-Kansas City, 1987  
Instructor, Kansas City College and Bible School,  
1954-1955

B.A., Kansas City College and Bible School, 1954  
Graduate work, University of Missouri-St. Louis  
Graduate work, University of Missouri-Columbia

Teacher, Sherman (WV) High School, 1955-1956  
Teacher, Mt. Zion Bible School, 1963, 1971-1973,  
1975-1976

Teacher, St. Charles (MO) Public Schools, 1965-  
1971

Dean of Women, Mt. Zion Bible School, 1972

Current position, 1976

## **Andrew Ryan**

Associate Professor, L1  
Counseling

M.A. in Counseling, MidAmerica Nazarene Uni-  
versity

B.A. in Religion, Kansas Christian College

Assistant Pastor

Youth Pastor

Licensed Professional Counselor

Licensed Addictions Counselor

Current position, 2015

## **Delbert Scott**

President

Instructor

History of the Church of God (Holiness)

Honorary Doctor of Political Science, Southwest  
Baptist University, based on his years in the Mis-  
souri House and Senate and other public service  
Graduate work in Administration, Southwest Mis-  
souri State College

B.S. in Education (Social Sciences), Southwest  
Missouri State College

1975-2010 Scotts of Lowry City, Inc - Hardware &  
Appliance Manager – President 2007

2002-2010 - Senator - Missouri State Senate

1985-2002 – State Representative - Missouri  
House of Representatives

1970-71, 1972-75, Teacher, Mt. Zion Bible School,  
1965 -1990s – Home Construction

Current position, 2009

## **Jesse Skaggs**

Associate Professor, L2  
Counseling

Ed. S., University of Missouri/Kansas City, '93  
M.A. in Ed., University of Missouri/Kansas City,  
1970

B.Th., Kansas City College and Bible School, 1965

B.A., Kansas City College and Bible School, 1963

Instructor, Paseo High School and Central Senior,  
1967-1968.

Instructor, Santa Fe Trail Junior High, Olathe, KS,  
1968-1970

Instructor, Coconino High School, Flagstaff, AZ,  
1970-1971

Counselor, Blue Valley High School, 1971-1980

Counselor, Johnson County Community College,  
1973---Present

Current position, 2004

## **Gordon L Snider**

Division Head - Bible and Theology

Professor

Religion

Ph.D., University of Wales, 2014 B.A.,  
M.A. (Old Testament) (Teaching English as a  
Second Language/Intercultural Studies), Columbia  
International University, 1996

B. Th. (Preaching Ministry) Ozark Christian Col-  
lege, Joplin, MO, 1979

Language and Literature, Kansas City College and  
Bible School, 1972

Pastor, Church of God (Holiness) 1972-1981,  
1988-93

Missionary, Church of God (Holiness), Jamaica,  
1986-88; Ukraine, 1996-2011

Associate Pastor, Church of God (Holiness), 2011  
to present

Current position, 2011

## **Bradley Speak**

Associate Professor, L1

History

M.A. Education (History), Truman State University, 2012

Additional graduate work in history, Truman State University

B.A., History, Truman State University, 2009

Current position, 2012

## **Mary Jane Suppasansathorn**

Professor

Science

B.S., Truman State University

M.S., Truman State University

D.D.S., University of Missouri-Kansas City School of Dentistry

Instructor, Math and Science, Grandview Junior High School, 1978-79

Remedial Reading Assistant, 1980-82

Practice of Dentistry, 1989 to present

Current position, 2015

## **Melissa Thibodeau**

Professor

English Composition, Speech

Ed.D. Curriculum and Instruction, University of North Texas; 1998

M.Ed. Teaching, University of Texas at Arlington; 1992

Texas Teacher Certification - 1989

B.A. Organizational Communication, University of Texas at Arlington; 1987

Summit Christian Academy 2009-present

Grace Bible College 2010 - present (online)

Carolina College of Biblical Studies - 2013 - present (online)

New Hope Christian College - 2014 - present (online)

Mauldin High School, South Carolina - 2004-2006

Baylor University - 2002-2004

McClennan Community College - 2001 - 2002

Midway High School 1999-2001

Colleyville-Heritage High School 1990-1999

Waxahachie High School 1989-1990

Current position, 2016

## **Susan Trestrail**

Associate Professor, L2

Literature, English

MFA, Creative Writing, National University, La Jolla, California 2016

MA, English, National University, La Jolla, California, 2011

MS, Adult and Higher Education-Student Development, Northern Illinois University, DeKalb, Illinois, 2007

BA, Sociology 1993

Northern Illinois University, DeKalb, Illinois

Adjunct English Faculty, The College of DuPage, Glen Ellyn, Illinois 2014-Present

Adjunct English Faculty, Aurora University, Aurora, Illinois

Senior Lecturer/Course Writer/Faculty Mentor, Benedictine University, Naperville, Illinois

Online Liberal Arts Professor, Brandman University

Online Faculty, Kaplan University

Online English Professor, Ohio Christian University

Adjunct Faculty, University of Phoenix

Adjunct Faculty/Online, DeVry University Online

English Faculty/Onsite, Westwood College, Woodridge, Illinois

Current position, 2016

## **Jennifer White**

Professor

Music, Voice

Doctor of Musical Arts, Voice Performance, University of Kansas

Master of Music, Voice Performance, University of Missouri-Kansas City

Certificate: Centro Studi Italiani, Urbania, Italy, Si Parla Si Canta Program (Italian language)

B.S., Voice Performance, Roberts Wesleyan College

Fellowships:

Graduate Teaching Assistanceship in Voice, University of Kansas

Graduate Teaching Assistanceship in Costuming, University of Kansas  
Voice Instructor, Academy of Arts, 2004-07 Voice faculty, Missouri Western State University, 2011 to present  
Voice and piano instructor, Meyer Music, 2012 to present  
Interim Voice Chair, Missouri Western State Univ., 2012

Current position, 2013

## **Michael Wonch**

Associate Professor, L1  
Christian Education, Religion

Master of Religious Education, Nazarene Theological Seminary, 1990  
B.A. in Religion, MidAmerica Nazarene University, 1987

Associate Pastor, Pittsburg Church of the Nazarene, 1990-1996  
School of Ministry Program, Joplin and Kansas City Districts of the Church of the Nazarene, Adjunct Professor, 1995-2004  
Admissions, MidAmerica Nazarene University, 1996-1999  
Pastor of Student Ministries, Harvester Church of the Nazarene, 1999-2000  
Adjunct Professor, MHR program, MidAmerica Nazarene University, 2001-2003  
Adjunct Professor, MidAmerica Nazarene University, 2006  
Marketing Coordinator, WordAction Publishing, 2000-2003  
Youth and Resources Editor, WordAction Publishing, 2003-2010  
Senior Editor, WordAction Publishing, 2010 to present  
Current position, 2015

## **Gayle Woods**

Professor  
Religion, Pastoral Ministries

D.Min. in Pastoral Ministry, Asbury Theological Seminary, 1989  
M.Div., Memphis Theological Seminary, 1985

Graduate study, Nazarene Theological Seminary, 1979-1982  
Pregraduate study, Western Washington University, 1978-1979  
B.A. in History and B.Th., Kansas City College and Bible School, 1972  
Work on M.P.A., University of Missouri/Kansas City, 1998 - 2000

Pastor, Woodward, OK Church of God (Holiness), 1972-75  
Pastor, Everson, WA Church of God (Holiness), 1975-79  
Pastor, Parvin Road Church of God (Holiness), 1980-82  
Pastor, Burlison, TN Church of God (Holiness), 1982-1990  
Academic Dean/Dean of Students/Professor, Mt. Zion Bible School, 1990-1991  
Pastor, El Monte, CA Church of God (Holiness), 1991-1995  
Associate Pastor, Cornerstone Church of God (Holiness), Pomona CA, 2009 - present  
Current position, 1995

## **Sharon (Ravenscraft) Wright**

Associate Professor, L1  
Business/Elementary Education

M.A. in Teaching, Webster University, 2004  
B.A. Elementary Education, MidAmerica Nazarene University, 2000  
B.A. Business Administration, MidAmerica Nazarene University, 1998

Public Relations/Marketing Assistant, Mercantile Bank, 1994 - 2000  
Substitute teacher, Shawnee Mission Schools, 2000 - 2001  
Teacher, Briarwood Elementary, Shawnee Mission School District, 2001 - present

Current position, 1999

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