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.

2017-18 Academic Catalog
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.
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
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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

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Ken Hubbard
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Dan Merkley
Patricia Ravenscraft
Howard Russell
Brenda Wheeler
Ken Willard
*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
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:


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.
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. 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 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 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...
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 programs, 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 ...
Block Tuition (12-18 hours) $3,300*
Online Tuition (Per Credit Hour) $ 275*
Audit (Per Class) $ 150*

*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.

<table>
<thead>
<tr>
<th>Time Period</th>
<th>Refund Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within one week of enrollment</td>
<td>75%</td>
</tr>
<tr>
<td>Within two weeks of enrollment</td>
<td>50%</td>
</tr>
<tr>
<td>More than two weeks after enrollment</td>
<td>0%</td>
</tr>
</tbody>
</table>

**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.

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.

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

<table>
<thead>
<tr>
<th>Awards Based on Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 point</td>
</tr>
<tr>
<td>2-4 points</td>
</tr>
<tr>
<td>5-6 points</td>
</tr>
<tr>
<td>7-8 points</td>
</tr>
<tr>
<td>9-10 points</td>
</tr>
<tr>
<td>11-13 points</td>
</tr>
<tr>
<td>14-16 points</td>
</tr>
</tbody>
</table>

*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.
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 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 organization, 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-
ability 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 graduating 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 calculated 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:

<table>
<thead>
<tr>
<th>Successfully Completed Hours</th>
<th>Minimum GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 – 12</td>
<td>1.5</td>
</tr>
<tr>
<td>13 – 24</td>
<td>1.6</td>
</tr>
<tr>
<td>25 – 36</td>
<td>1.7</td>
</tr>
<tr>
<td>37 – 48</td>
<td>1.8</td>
</tr>
<tr>
<td>49 – 59</td>
<td>1.9</td>
</tr>
<tr>
<td>60 or more</td>
<td>2.0</td>
</tr>
</tbody>
</table>

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:

   - Repeating courses will add to the total number of attempted hours but will only count once as earned hours.
   - 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,

   - Transfer credit hours which transfer into the current degree program must be included in the maximum (e.g., 180, for a 120-hour program).
   - Repeated courses, failed courses, and withdrawals will also count towards the maximum.
   - 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.

   - If a student changes majors and/or degrees, the satisfactory academic progress timeframe 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
- **TOTAL: 30 hrs**

#### 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
- **TOTAL: 36 hrs**

#### 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
- **TOTAL: 54 hrs**

#### 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
TOTAL 18 hrs

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
TOTAL 30 hrs

PROFESSIONAL CORE
Business Core Classes:
Introduction to Business 3 hrs
Accounting I 3
Business Ethics 3
Concentration Class:
Principles of Marketing 3
TOTAL 12 hrs

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.
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

TOTAL 54 hrs

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

TOTAL 36 hrs

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
TOTAL  18 hrs

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
TOTAL  30 hrs

PROFESSIONAL CORE
Business Core Classes:
Introduction to Business  3 hrs
Accounting I  3
Business Ethics  3
Concentration Class:
Foundations of Sport Management  3 hrs
TOTAL  12 hrs

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
TOTAL ............................. 18 hrs

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
TOTAL ............................. 26 hrs

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.
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/operatic 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.

Artistic 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.

Artistic 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.

Artistic 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**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Testament Survey</td>
<td>3 hrs</td>
</tr>
<tr>
<td>Old Testament Survey</td>
<td>3</td>
</tr>
<tr>
<td>Bible electives</td>
<td>2</td>
</tr>
<tr>
<td>Christian Beliefs</td>
<td>3</td>
</tr>
<tr>
<td>Theology of Holiness</td>
<td>3</td>
</tr>
<tr>
<td>Bible Study Methods</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Leadership</td>
<td>3</td>
</tr>
<tr>
<td>Prevailing Contemp Worldviews</td>
<td>3</td>
</tr>
<tr>
<td>Apologetics</td>
<td>3</td>
</tr>
<tr>
<td>Spiritual Formation I</td>
<td>2</td>
</tr>
<tr>
<td>Spiritual Formation II</td>
<td>1</td>
</tr>
<tr>
<td>Spiritual Formation III</td>
<td>1</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>30 hrs</td>
</tr>
</tbody>
</table>

**General Education**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition I</td>
<td>3 hrs</td>
</tr>
<tr>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>Speech</td>
<td>3</td>
</tr>
<tr>
<td>Math or science elective</td>
<td>3</td>
</tr>
<tr>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>Foreign Lang (German/French/Ital.)</td>
<td>3</td>
</tr>
<tr>
<td>Music History I (to 1750)</td>
<td>3</td>
</tr>
<tr>
<td>Music History II (1750 to present)</td>
<td>3</td>
</tr>
<tr>
<td>Diversity Elective</td>
<td>3</td>
</tr>
<tr>
<td>Information Literacy</td>
<td>1</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>31 hrs</td>
</tr>
</tbody>
</table>

**Ministry Formation**

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

**Music Core**

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chamber Music</td>
<td>6</td>
</tr>
<tr>
<td>Conducting</td>
<td>2</td>
</tr>
<tr>
<td>Major Instrument Literature I</td>
<td>3</td>
</tr>
<tr>
<td>Major Instrument Literature II</td>
<td>3</td>
</tr>
<tr>
<td>Music Theory I with Lab*</td>
<td>4</td>
</tr>
<tr>
<td>Music Theory II with Lab</td>
<td>4</td>
</tr>
<tr>
<td>Music Theory III with Lab</td>
<td>4</td>
</tr>
<tr>
<td>Music Theory IV with Lab</td>
<td>4</td>
</tr>
<tr>
<td>Form and Analysis</td>
<td>2</td>
</tr>
<tr>
<td>18th Century Counterpoint</td>
<td>2</td>
</tr>
</tbody>
</table>

**Pedagogy I/Supervised Teaching** 3

**Pedagogy II/Supervised Teaching** 3

**Applied Instrument** 2

**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.)
### 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 Worldviews 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
  - 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
- 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.*

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KCC Catalog • 2017 - 2018
# Bachelor of Arts in Performance Music - Vocal

### Bible and Theology
- New Testament Survey: 3 hrs
- Old Testament Survey: 3
- Bible Study Methods: 3
- Christian Beliefs: 3
- Theology of Holiness: 3
- Bible electives: 2
- Introduction to Leadership: 3
- Prevailing Contemp Worldviews: 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: 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

**TOTAL:** 60 hrs

### Program Total: 121 hours

- 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 **: 3
- Applied Instrument **: 3
- Applied Instrument **: 3
- Applied Instrument **: 3
- Applied Instrument **: 3
- Applied Instrument **: 3
- Junior Recital ***: 0
- Senior Recital***: 0

**TOTAL:** 60 hrs

* 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

**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.
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
  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 one of the following: 3
  - Professional Communication
  - OR Conflict Management
  Total 24

**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
  Total 21

**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 one of the following: 3
  - Professional Communication
  - OR 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
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 one of the following:
  - Professional Communication 3
  - OR 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
- 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 one of the following:
  Professional Communication
  OR 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**

### 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

### 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 **one** of the following: 3
  - Professional Communication
  - **OR** Conflict Management
  - Personal Finance Management 3
- **Total................................. 24

**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.
4. Demonstrate proficiency in the use of educational technology and media.
5. 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.
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.

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, sancti-
fication, 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 meth-
ods 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 Min-
istry
A theological and philosophical foundation
provides an undergirding and strength for youth
ministry programming. Therefore, this course is
concerned with the examination of the theologi-
cal, cultural, historical, and philosophical founda-
tions, 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 author-
ity 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 Chris-
tian 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 clarifica-
tion. (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 Theol-
ogy Proper, the study of God the Father. Included
with this will be understanding the Trinity doc-
trine, 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)
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

**ESL063, ESL043, 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)
70KCC Catalog  

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 analysis 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)

MUS212  
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)

MUS323  
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

PHI 233  
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)

PHI 243  
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 well-being; 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. (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)
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

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)

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, approaches 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)

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

Christian Teacher 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)

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**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)

MAP152, 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)

**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)

**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)

**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)

**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)

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**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 expositional 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, audiovisual 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

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

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
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
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
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
Associate Pastor, El Dorado Springs Church of God (Holiness), 1995-1997
Mission Intern, Kansas City First Church of the Nazarene, 1997-1999
Associate Professor, KCCCBS, 1999-2003, 2007-2016
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

KCC Catalog • 2017 - 2018
**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,  

**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  
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 (Holiness), 1980-1983  
Pastor, Dodge City, KS, Church of God (Holiness), 1983-1985  
Pastor, Bentonville, AR, Church of God (Holiness), 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 Theological 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 (Holiness), 1989-1991  
Managing Director, Chic Shaver Center for Evangelism, 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 Region, 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, University 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-WhaWomen’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  
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, 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 University  
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 Missouri House and Senate and other public service  
Graduate work in Administration, Southwest Missouri 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  
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, 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., University of Missouri, 2011  
B.A. (Old Testament) (Teaching English as a Second Language/Intercultural Studies), Columbia International University, 1996  
B. Th. (Preaching Ministry) Ozark Christian College, 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
McClenann Community College - 2001 - 2002
Midway High School 1999-2001
Colleyville-Heritage High School 1990-1999

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 Assistantship in Voice, University of Kansas

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

Waxahachie High School 1989-1990
Current position, 2016

Current position, 2012
Graduate Teaching Assistantship 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
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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