

# **NEW LIFE BIBLE COLLEGE and SEMINARY**



## **ACADEMIC CATALOG 2021-2022**

**2021-2022**  
**NEW LIFE BIBLE COLLEGE & SEMINARY**  
**Academic Catalog**

**Notice of Non-discriminatory Policy as to Students**

*New Life Bible College & Seminary* admits students of any race, color, sex, nationality and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. NLBC&S does not discriminate on the basis of race, color, sex, national or ethnic origin in the administration of any of its policies or programs.

**Terms of Catalog Use**

This catalog is effective for the 2021-2022 academic year. The information in this catalog accurately represents New Life Bible College & Seminary at the time of publication. However, NLBC&S reserves the right to make changes in policies, procedures, faculty, curriculum, and costs.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement.

Telephone: 614-410-6508    Toll-free 1-844-511-5920

1900 Polaris Parkway Suite 450  
Columbus, OH 43240

Website: [www.newlifebcs.org](http://www.newlifebcs.org)

Email: [admin@newlifebcs.org](mailto:admin@newlifebcs.org)

**Copyright © 2021 New Life Bible College & Seminary**  
**This catalog is updated at least once per year and posted to the institution's website.**

## **Table of Contents**

A Word from the President	6
A Word from the Chancellor	8
Our History	9
The Mission of Vision International Seminary	9
Administrative Structure	12
International Board of Advisors	12
Foundation of NLBC&S	13
The Vision of NLBC&S	15
Affiliation..	17
Faculty	18
<b>Academic Information</b>	<b>20</b>
Protection of Privacy	20
Record Retention Policy	20
Expected Outcome for Graduates...	21
Authorization and Accreditation	22
Field-Based Program	23
Student Rights	24
Student Code of Conduct	24
Grading System	27
Graduation Requirements	27
Financial Information	28
Student Rights & Grievances	28
Admissions Procedures	31
Academics	33
<b>Division of Undergraduate Studies</b>	<b>34</b>
Bachelors Program	35
Bachelor of Theology	36
Bachelor of Christian Counseling	37
Bachelor of Christian Education	38
Bachelor of Christian Leadership	38
Bachelor of Christian Business	41
Bachelor of Chaplaincy Ministry	42
Bachelor of Worship Ministry	42
<b>Division of Graduate Studies</b>	<b>39</b>
Master's Degree Programs	40
Master of Theology	40
Master of Christian Counseling	41
Master of Christian Education	42
Master of Christian Leadership	42
Master of Divinity	43
Doctoral Program	45
Doctor of Ministry	45
Doctor of Philosophy in Christian Leadership	46

## A MESSAGE FROM CHANCELLOR DR. LA FAYETTE SCALES DD



Welcome to New Life Bible College and Seminary! Grace to you and peace from God our Father and our Lord Jesus Christ. Thank you for selecting New Life Bible College and Seminary to continue your educational and academic development, training and experience. New Life Bible College and Seminary will provide excellence in teaching with hands-on experience in every area of learning.

Your investment of time at our college will be a powerful time of enlightenment, empowerment, and impartation. Your time spent in study will yield a harvest of stability, soundness, and strength for the current challenge, and you will gain relevant knowledge to impact your city, nation and the nations, as well as gaining tools to confront the obstacles that stand in your way.

From New Life Bible College and Seminary you will gain wisdom for the strategy to achieve the victory and freedom for yourself and others.

Welcome again to New Life Bible College and Seminary.

In His Service

**Dr. La Fayette Scales, DD**

## A MESSAGE FROM PRESIDENT DR. ANNE HARRIS



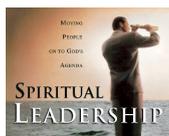
Dear Student:

Welcome to New Life's Bible College & Seminary. We promote a learning environment that will equip and strengthen men and women to become servants and leaders for the Kingdom of God. We go beyond the obvious goal of providing students a college degree; we strive to educate the whole person, mind, body, soul, and spirit. We will challenge your mind and build your faith.

Our academic program is biblically based for higher education from undergraduate through graduate, for preparing pastors, missionaries, church leaders, educators and other professionals for leadership in various fields of Christian service.

Our curriculum is Christ-centered of academic excellence, intellectual inquiry, of spiritual and moral integrity, and practical experience.

New Life Bible College & Seminary is a unique educational experience. It is unique in its programs, focus of ministry, and vision for the future. As you review this Catalog you will find that our programs are practical in nature, strong academically, and able to equip people for full-time service for Christ. The ministry focus is discipleship for equipping the saints of God for effective Christian service. Our academic focus is to assist men and women of God in bringing the transforming power of Jesus Christ to the communities and cities of our nation and world.



### **Statement:**

“Training Leaders to Impact the World for The Kingdom Of God”



### **The Mission**

New Life Bible College & Seminary equips students for faithful leadership in their churches, in their communities and around the world in a dramatically changing global culture.

The primary focus of New Life Bible College & Seminary is teaching with the commitment to maintain excellence in an academic and spiritual enrich environment.

Additionally, we stress character development, which includes religious, cultural, social, and ethical values. We endeavor to graduate students with demonstrated competencies in their chosen fields of study.

The purpose of New Life Bible College & Seminary is to prepare you for the journey of your call.



### **Vision**

To promote a learning environment that will equip and strengthen men and women to become servants and leaders for the Kingdom of God.



### **Goal**

To Go beyond the obvious goal of providing students with a college degree, and strive to educate the whole person: mind, body, soul, and spirit



### **Objective**

To Challenge your mind and Build your faith

## **ADMINISTRATIVE STRUCTURE**

<i>Dr. Anne Harris</i>	President
<i>Dr. La Fayette Scales</i>	Chancellor
<i>Dr. Anne Harris</i>	Academic Dean
<i>Dr. Anne Harris</i>	Director of Student Services
<i>Dr. Anne Harris</i>	Director of Admissions
<i>Dr. Anne Harris</i>	Director of Development
<i>Dr. Michael Harris</i>	Director of Financial Services

## **BOARD OF REGENTS**

This voluntary Board provides input regarding the overall direction for NLBC&S on an annual basis.

Dr. Tony Lewis  
Dr. Stan Dekoven  
Dr. Steven Mills

## **THE FOUNDATION OF NLBC&S**

### **Purpose: Philosophy and Objectives**

In this day of disappearing moral absolutes, it is imperative that all Christians be reminded that the Bible, as the revelation of God's truth, must determine not only our doctrinal beliefs, but also our lifestyle. In a changing world, the Christian has an unchanging standard, the Word of God. The NLBC&S "Standards of Conduct" are based upon the teachings and principles of Scripture, seeking to develop personal holiness and discipline exemplified in a lifestyle glorifying to God.

NLBC&S is a Bible-based, Christ-centered institution dedicated to the teaching and training of Christians for the work of the ministry with several expected outcomes from the experience. NLBC&S has two major methods for students to take classes and work toward obtaining a degree. Students may attend a local church seminar-based program for which NLBC&S provides the curriculum, support, and degrees. Or, students may attend NLBC&S via distance learning offered either through the traditional correspondence course format or Internet-online learning. For those students who attend NLBC&S through correspondence, NLBC&S provides the curriculum and an assigned faculty advisor. The role of the mentor is to grade the student's work and answer questions the student might have regarding his or her program. The Director of Student Services also serves in the role of advising and counseling the correspondence students. Further, NLBC&S has highly qualified online faculty members and a Director of Online Learning to assist the student studying within a virtual environment.

## **Library**

NLBC&S students have access to an abundance of theological materials on the New Life Bible College & Seminary Bible College in a Box flash drive. In addition, NLBC&S has a program called Friends of the Library. NLBC&S suggests that all students become affiliated with a university or substantial academic library in their area through direct contact or Internet. A letter is provided to the student along with the student ID card to be taken to the librarian, which should allow them access to the university or public library. All costs for obtaining a library card and necessary privileges are the responsibility of the student.

## **Additional Resources**

Since the NLBC&S is a distance learning program, we request that the student verify that he or she has access to any needed local university libraries, computers, software programs, online databases, Seminaries and database retrieval mentors and specialists. The information enables the Admissions Committee to evaluate an applicant's potential for success in a self-directed, independent field research program.

The Seminary maintains an Internet Web site. From this site, many different academic reference and research materials, as well as library resources, can be accessed. Interlibrary loan(s) policy and arrangements are posted on the website.

The following are some of the online libraries available for students:

<http://www.questia.com>

<http://www.netlibrary.com>

<http://www.ipl.org>

<http://www.e-sword.net>

<http://vlib.org>

Books can be purchased through Vision's online bookstores:

<http://www.booksbyvision.org>

## **THE VISION OF NLBC&S**

### **Our Model for Ministry Training**

In the Old Testament, the training for ministry was Spirit-led and was birthed in the school of the prophets. In the New Testament, the best model for ministry training is seen in the church in the cities of Antioch and Ephesus, as seen in Acts 11:19-26, 13:1-4, 14:26-28, 15:30-35 and 19:1-20. Here we see the church in the city, alive with the power of God, with Paul, Barnabas, Silas, Dr. Luke, other prophets, and teachers, raising up men and women for fruitful ministry. They did so under the authority of the elders and were accountable to those who sent them out. This remains our model for education. New Life Bible College & Seminary is more than an academic institution. It is an educational ministry with spirit and power and a focus on the restoration and transformation of lives, cities, and nations by the power of God.

### **Our Heart: Ministry in the Marketplace**

The metropolitan areas of the world, with their growing populations, have developed structures and systems that require political, economic, and moral decision-making. These decisions have definite effects on the lives and future of all people. VIS gives future church leaders the opportunity to understand the dynamics of urban culture and to relate that understanding to a biblical theology under the guidance of the Holy Spirit.

The city provides the Church with one of its greatest opportunities for ministry, and NLBC&S exists to educate and train students and church leaders in the understanding of the urban church and urban pastoral skills, in preparation for effective marketplace ministry.

### **Distinctive**

- Offering a Bible-based program with an emphasis on dynamic leadership.
- A learning environment integrated with the local church.
- Providing quality educational opportunities at or below competitive costs.
- Intern opportunities to use new knowledge and skills while learning.
- Special emphases for inner city and counseling ministries.
- Individual programs of study can be designed for ministers.

### **What We Believe**

New Life Bible College & Seminary is an inter-denominational, non-sectarian institution offering ministry training and theological education to students from a wide variety of faith backgrounds. NLBC&S cooperates with many Christian denominations and ministerial fellowships to provide a primarily biblical education to both students preparing for vocational ministry and those who seek a stronger theological foundation for the ministerial context in which they find themselves. NLBC&S welcomes students from any denominational background.

The curriculum of NLBC&S attempts to maintain a non-dogmatic perspective, allowing students to study a wide variety of theological issues to formulate their own beliefs in an academic context. NLBC&S maintains a strong emphasis on Christian character development, church planting, and community service.

This is not intended to be a comprehensive statement of faith, but rather a guide to the doctrinal boundaries within which NLBC&S functions. Those who share our spiritual identity will be generally familiar with the following terms and will be able to fill in what is lacking.

**We affirm the following:**

- That the Bible is the Word of God, given and preserved for all generations. We believe it is accurate in all that it ultimately affirms and is the authoritative standard by which we determine beliefs and conduct.
- That God exists as three persons: The Father, Jesus Christ His only Son our Lord, who offers saving grace to all, and the Holy Spirit who empowers men and women for service and sanctifies them for God's purpose.
- That nothing can replace the importance of the local church, which is the body of Christ on earth, in the program of God.
- That entrance into the church is through the "new birth", which is brought about by genuine repentance of sin, confession of faith in Christ as Savior, and surrender to him as Lord.
- That membership in the church is signified by joyful participation in its worship, fellowship, sacraments, witness, and by acceptance of its discipline.
- That the presence and use of the charismata is essential in the local church and in Christian ministry.
- That the Victorious Christian life is built upon a proper understanding and exercise of the spiritual authority conveyed to the believer by the gift of righteousness.
- In the resurrection of the dead at Christ's return, in the certainty of God's judgment, and in the inescapable result of that judgment as foretold in the scriptures for the just and the unjust.

**Our Role:**

Our role at NLBC&S is to bring theological education and ministerial training to people who are unable or unwilling to attend a centralized higher education institution.

But more profoundly, while we admire and endorse the efforts of traditional Bible Colleges and Seminaries, we are deeply committed to the concept of training people within the walls of their own local church, and to the provision of excellent teaching material and study options for Christians everywhere. We treat the entire local church environment as part of our educational activity: its worship, its witness, its fellowship, its teaching; its ministry – are all reckoned to be part of the training process of equipping men and women to serve Christ.

- Our function is simply to add a theological and academic resource that few churches can Viably provide, while leaving the practical training in ministry to the local pastor.
- Underlying the way in which we present our materials, and the kinds of assessment we employ, there is an educational philosophy based upon the following principles –

- Christian education must stand upon a strong theological foundation (cp. the injunctions and warnings about "sound doctrine" in 1 Timothy 1:10; 4:13; 2 Timothy 4:3; 2 Peter 2:1-3; Jeremiah 6:16; 1 Corinthians 3:10-13; etc.).
- Students must be brought to know God, not just to learn about him, and the curriculum must be consciously structured to achieve that excellent end.

The goal must be not just to impart knowledge, but rather to teach principles of sound interpretation, showing people how to do their own research, and how to apply truth to life. A final goal is the ultimate activation of men and women into effective Christian service, in any environment to which he or she may be called to minister.

## **AFFILIATION**

New Life Bible College & Seminary is an independent educational ministry. NLBC&S is thoroughly biblical in its philosophy of education, a conservative charismatic institution of biblical higher education. NLBC&S is a **ministry for the local church**, in cooperation with it, and has no direct affiliation with any other ecclesiastical organization.

Some independent and denominational Christian fellowships recognize New Life Bible College & Seminary's educational program for licensure and ordination for Christian ministry.

## **Denominational Identification/Mentorship**

New Life Bible College & Seminary believes in the mission of the local church and anticipates that the student's training for ministry will occur in the context of the church. The student should choose a mentor from within the local church or denominational leadership who can help oversee that ministry training. If the student cannot find a suitable mentor, he or she may contact the school and ask to have a Seminary mentor assigned.

The student-chosen mentor must meet the educational and professional standards of NLBC&S. In the continuing effort to keep NLBC&S tuition as low as possible, this adjunct mentor position is a non-paid position. Therefore, if a student chooses his/her own mentor, (rather than using one of the University mentors), the student should inform the prospective mentor that there will be no monetary remuneration from NLBC&S.

## **ARTICULATION AGREEMENTS**

New Life Bible College & Seminary maintains an active articulation agreement with Vision International University.

## **FACULTY**

The most important asset of any school is its faculty. These are the persons who most influence the students through practical example as well as through instruction. It is the faculty who best model the purpose and philosophy of New Life Bible College & Seminary.

## **Academic Integrity and Spiritual Fervor**

Balance is a key word in describing the persons who make up the faculty of NLBC&S. First, there is a balance between age and youth, between enthusiasm and experience. There is also a balance in academic ability and spiritual fervor, between the quality of scholarship and a warm heart, intellectual competence and in practical wisdom.

NLBC&S has brought together a fine group of faculty and personnel who strive for excellence in their respective areas of instruction and are well able to take on the awesome responsibility of educating and training men and women for God's service. Most members appointed to the faculty of NLBC&S have a terminal degree in their field of instruction along with years of practical and professional experience related to their teaching field. All faculty members are also expected to be of high moral character and personal integrity, and firmly committed to the New Life Bible College & Seminary Mission Statement.

The New Life Bible College & Seminary faculty is diverse in theological and philosophical persuasion, and support and practice debate, discussion, and the promotion of academic freedom.

## **Core Content Specialist Faculty (Curriculum Developers and Online Instructors):**

Core Content Specialist Faculty are either full or part-time faculty members of the Seminary who focus on cooperative curriculum development for distance education. These faculty members mentor specific online and correspondence courses.

## **Biblical Studies and Theology**

- Jonathan Barber, Th.M., Dallas Theological Seminary
- Ernie Campe, Ph.D., Trinity Theological Seminary
- Col. Albert Franke, M.Div., Asbury Theological Seminary
- Mathias Forson, M.Th., Emory University. D.Miss., Asbury Theological Seminary
- F. Earle Fox, D.Phil., University of Oxford
- Frank E. Hodges, M.Div., Asbury Theological Seminary
- Johanes Horn, LL.M. in Constitutional and Criminal Law and Procedure, M.A., Biblical Studies, University of Port Elizabeth, LL.D. in Constitutional Law, University of South Africa, Ph.D., Political Science, University of South Africa, D.Th., University of Western Cape
- Scott Rische, D.Min., Bakke Graduate University, M.Div., Concordia Theological Seminary

- Hyo Shick Pai, Ph.D., Fuller Theological Seminary, Ph.D. Biola University, D.Min., Fuller Theological Seminary, M.Div., Azusa Pacific University, M.A., Pepperdine University, B.A., Seoul National University

### **Christian Counseling**

- Stan E. DeKoven, Ph.D., Professional School of Psychological Studies, M.A., Counseling Psychology, Webster Univ., M.A., Psychology, San Diego State Univ., B.A.; Licensed Marriage & Family Therapist, Certified School Psychologist
- Richard Jenks, Psy.D., Southern California University of Professional Studies
- Sara M. Reichard, M.Litt., Oxford Graduate School, Family Life Education, St. Francis School of Nursing, Registered Nurse
- Richard Walters, Ph.D., University of Georgia, Counseling Psychology, M.A., Western Carolina University, M.S., Emporia State University.

### **Christian Leadership**

- Brian van Deventer, M.A., Imperial University College of London, Management, D.Min., VIU
- Malcolm Webber, Ph.D., Regent University, Organizational Leadership
- Timothy Hamon, Ph.D., Regent University, Organizational Leadership
- Stan E. DeKoven, Ph.D., Professional School of Psychological Studies, M.A., Counseling Psychology, Webster Univ., M.A., Psychology, San Diego State Univ., B.A.; Licensed Marriage & Family Therapist, Certified School Psychologist
- Joshua D. Reichard, Ph.D., University of the Western Cape, D.Phil., Oxford Graduate School, Social Research, Ed.S., Liberty University
- John Pankratz, Ph.D., Oregon State University, MSc., University of Guelph, B.Sc. University of British Columbia

### **Christian Education**

- Steve W. Deckard, Ed.D., University of Sarasota, M.A., Biology, University of Indiana
- Joshua D. Reichard, D.Phil., Oxford Graduate School, Social Research, M.T.S, Vision International University, Christian Education, M.Litt., Organizational Leadership, Oxford Graduate School
- Paul Shotsberger, Ph.D., University of North Carolina, Curriculum and Instruction, M.S., Mathematics Education

- Brenda Thomas, M.A., Curriculum and Instruction, Touro University

**Adjunct Faculty (Mentors for Individual Students):**

Adjunct faculty may serve as mentors for individual students upon recommendation of the core faculty, academic affairs committee, or by request of the student. Adjunct faculty members are not typically involved in curriculum development or instructing students online.

- Jung II Cho, Ph.D., Ohio State University
- Jon Engstrom, D.Min., M.Div., Southwest Baptist Theological Seminary
- Sylvia Imler, D.Phil., Oxford Graduate School
- David Olson, D.Min., M.Div., Fuller Theological Seminary

## ACADEMIC INFORMATION

### Protection of Privacy

In accordance with the Federal Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, NLBC&S will not release personally identifiable information about students, apart from public information to third parties without the student's consent. Public information includes name, address, telephone number, date and place of birth, major fields of study, dates of attendance, degrees and honors received, and the most recent and previous educational institutions attended.

In addition, students have the right to review records pertaining to themselves in their capacity as students; students have the right to seek correction of their student records through a request to amend the records; and students may request in writing that any or all personally identifiable information from their records not be regarded as public information.

### Rehabilitation Act of 1973-Section 504

NLBC&S is in compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and does not discriminate against qualified handicapped persons in any of its policies, procedures, or practices in the admission, access and treatment in the school programs and activities. The site where the online learning center is hosted complies with compact privacy policy and the e-commerce is secure.

### Records Retention Policy:

Custodian of Academic Records:

Director of Student Services

Office where records will be kept: Administrative Headquarters.  
1900 Polaris Parkway Suite 450  
Columbus, OH 43240  
Phone: 614-410-6508

Students' records are filed in individual folders and stored in fireproof steel cabinets in both paper and electronic media. These include:

1. Written records and transcripts used in the Admissions decision. Student Profile: Name, gender, address, and an identification number.
2. Copies of all contracts of indebtedness and documents relating to financial aid. Date of first enrollment and date of graduation (or withdrawal, if applicable).
3. Admission-related documents including the number of transfer credits.
4. All course numbers and course titles in which each student is (was) enrolled and his or her grades and academic progress.
5. Student Transcript.

6. Copies of necessary student work product.
7. Credits awarded for master's degree thesis, if applicable.
8. Enrollment status (full-time, part-time, or leave, on probation/suspension, or dismissal).
9. Financial records.
10. Type of degree and date granted.
11. Any other documents deemed important or required by the regulatory agencies.

Records are secured and accessible only by the Academic Dean and the Director of Administration. Student records will be retained for a period of 50 years. Records are converted to Electronic Document Imaging format and stored on CD-ROM/DVD-ROM for no more than 10 years.

### **Expected Outcomes for the Graduates**

- That a graduate of NLBC&S should be able to communicate the Word of God to others.
- That a graduate of NLBC&S should be able to expound the Word of God in a systematic fashion, with his/her training in the analytical inductive methods and in the literal grammatical method of interpretation.
- That a graduate of NLBC&S should demonstrate genuine concern for missionary work around the world, with a special concern for the urban centers as a missionary, volunteer, sponsor, or prayer partner.
- That a graduate of NLBC&S should demonstrate Christian maturity with his/her commitment to Christ and His Church.
- That a graduate of NLBC&S should be able to continue a daily regular study of the Word of God as an autonomous learner, which is characteristic of servants of God.
- That a graduate of NLBC&S should be able to present a well-defined, biblically based, intellectually and rationally sound apologetic of their faith against other beliefs.
- That a graduate of NLBC&S should know how to acquire knowledge.
- That a graduate of NLBC&S should know how to apply knowledge that has been acquired and exhibit wisdom and walk in it.
- That a graduate of NLBC&S should have an awareness of personal values.

- That a graduate of NLBC&S should have a high level of mastery in the skills of communication.
- That a graduate of NLBC&S should be able to cooperate and collaborate with others in studying, analyzing, formulating, and implementing solutions to problems.
- That a graduate of NLBC&S should have awareness, concern, and a sense of responsibility regarding contemporary events, issues, and problems.
- That a graduate of NLBC&S should have a love, loyalty, and responsibility to and for the local church as God's primary method for societal transformation and its development.
- That a graduate of NLBC&S will know the voice of the Lord for his/her generation and articulate God's plan with anointed power and conviction.
- That a graduate of NLBC&S will demonstrate a sound Bible-based worldview.

## **AUTHORIZATION**

### **Religious Exemption and Registration:**

New Life Bible College & Seminary has Exempt Status with the Louisiana Board of Regents. Louisiana RS 17 1808 requires all academic degree-granting institutions operating in the State of Louisiana to register with the Board of Regents and be licensed unless otherwise exempt. Exemption from licensure is restricted to institutions named in law and religious institutions that grant religious degrees exclusively. The degrees must be religious in nature by title and content. While religious institutions are exempt from licensure, registration is mandatory.

## **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

The transferability of credits you earn at New Life Bible College & Seminary is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree(s) you earn at this institution is also at the complete discretion of the institution to which you may seek to transfer. If credits that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending NLBC&S to determine if your degree or credits will transfer.

## **DISTANCE LEARNING PROGRAM**

NLBC&S adheres to generally accepted educational guidelines. Having developed our program along these guidelines, we progress toward a long-term goal of full academic recognition and respect.

Distance learning students are required to remain accountable to the leadership of their local church or church of the locality. During their course of study, they are required to complete a series of “hands on” assignments in cooperation with an approved mentor; this is typically a pastor or para-church ministry leader in the student’s selected program emphasis. The student will meet with his or her course mentor regularly for review and evaluation before assignments reach the faculty.

Students may collaborate in small groups in two ways: (1) Students are provided with three communication tools in the Online Learning Environment, including Live Chat, Threaded Discussion Boards, and an integrated direct messaging system. (2) Students are encouraged to find a nearby Resource Center sponsored by a local church, where they may interact, discuss, and collaborate with fellow students in their geographical vicinity. NLBC&S Resource Centers make it possible for students to fulfill their aspirations of completing their education and/or receiving academic credit without leaving their community, family, job, or local church. Students may also be mentored by their own leadership in their local church, who has a keen pastoral interest in their spiritual and educational development. Students are also provided ample opportunity to communicate with their fellow students in cohort/small group situations via e-mail.

NLBC&S seeks to permit students the opportunity to establish their own pathway to learning. While the assignments for each course are structured around a prescribed series of competencies (learning objectives), the student has the flexibility to apply the assignments to fit into their individual call to ministry. This is a model we firmly believe in.

Using this format of learning, distance learning students around the world are not only studying by correspondence or online; they are studying in direct cooperation with local accountability partners, ensuring that their studies can be applied directly to their own vocational call to ministry, within their own denomination or church fellowship.

### **Vocational Placement**

NLBC&S maintains that it is the responsibility of the local church or specific religious denomination of the student to assist in occupational - vocational placement. The Seminary does not guarantee occupational - vocational placement. Alumni resources are available online, including job postings for openings in partner churches who are looking for a New Life Bible College & Seminary graduate to fill a position. Because all degrees are religious in nature and do not lead to employment, New Life Bible College & Seminary makes no claims concerning students.

### **Housing**

NLBC&S offers only a distance-learning, non-residential program, thus we do not offer, nor are we responsible for accommodations during a student visit. If the student is coming to our center from another area, we will do all that we can to help, although we cannot accept responsibility.

## **STUDENT RIGHTS**

While matriculated as a full-time or part-time student at New Life Bible College & Seminary (NLBC&S), students shall have the following rights:

1. To cancel their enrollment and receive a full refund of the tuition and fees paid (less non-refundable application fee), if notice of cancellation is given prior to the deadline stated in the school catalog.
2. To receive quality instruction provided by the faculty meeting the educational and experiential requirements mandated by the state regulatory agency and as described in the Seminary's publications, within a climate that is conducive to thinking and learning, that is distinguished by courtesy, respect, and consideration for the dignity of students and their rights as persons.
3. To withdraw at any time and receive a refund for the part of the course not taken in compliance with the applicable state laws and regulations concerning tuition and fees refund.
4. To obtain factual information concerning NLBC&S's educational programs. To receive advising from the NLBC&S's faculty or other qualified personnel regarding students' academic, financial or placement concerns. To inspect students' educational records during the designated hours and, if errors are detected, demand correction thereof.
5. A right to due process in any proceeding involving the possibility of substantial sanctions on their rights as students. This includes the right to be heard, a right of notification of charges brought against them, and the right to ask for a hearing by impartial persons if not satisfied with disciplinary action taken. Grievance policies and processes are described below in this document.
6. To be given reasonable notice of course requirements, criteria, and methods of evaluation, and that these evaluations be given without prejudice or favoritism.
7. To be free from illegal discrimination and from harassment, including sexual harassment. (The Seminary prohibits prejudicial treatment or discrimination due to race, color, religion, national origin, gender, age, or disability.)
8. Subject to the rules and regulations of the Seminary, the State of Louisiana, and of the United States, students have a right to confidentiality of their personally identifiable information and records, and to the confidentiality of other information including student's personal history, evaluation documents, and disability information.

## **STUDENT CODE OF CONDUCT**

### **Attendance**

Students are expected to attend all the classes for the subject(s) in which they are enrolled. Attendance in distance education constitutes successful completion of assignments in allotted time frames, consistent communication with professors and classmates, and good standing with the finance department. Unexcused absence from more than 30% of the classes for a subject will result in forfeiture of all credits for that subject. An exception to the 70% rule may be made if the absences are due to acceptable reasons, and if the student is able to satisfy the requirements for that subject (e.g., by completing additional assignments and/or field work). Granting or refusing this privilege will be at the faculty mentor's discretion.

The Dean will counsel students failing to maintain satisfactory attendance, and an attempt will be made to solve the problem. Continued unsatisfactory attendance will be sufficient grounds for dismissal. Readmission may be permitted if the student can show the Dean that the problem has been overcome. For external study students, unless the mentor has assigned a specific residency requirement, no specific attendance requirements exist. However, personal discipline in daily study is essential.

### **Worship**

Each student is expected to be active in a worshipping community. It is through church life that issues of character change are to be faced and practical learning is to occur. Each student should maintain a journal of his or her church experience and Christian service.

### **Assignments**

Various assignments will be given to students, depending on the course in which the student is enrolled. Assignments may take the form of essays, questions to be answered, multiple-choice tests, field work, local church activities, etc. These will be delineated by the course syllabi and faculty mentor relationship.

Assignments are mandatory. Failure to complete satisfactorily any of those assignments may forfeit all credits for that particular course. A response will be mailed or e-mailed to the student upon receipt of all assignments within 10 business days.

### **Personal or Financial Difficulties**

If a student comes into personal or financial difficulty, or if a problem develops concerning policies, procedures or other aspects of the Seminary, the student should consult with his/her faculty mentor immediately. Problems should not be allowed to grow until they become insurmountable. The faculty mentor should be consulted, especially if the student is contemplating leaving the Seminary. The Seminary staff is ready and anxious to do everything possible to insure that students succeed in their preparation for the ministry.

### **Dismissal**

The student may be recommended for dismissal in the event of a violation of the Student Code of Conduct, remaining in severe financial delinquency in violation of the Enrollment Agreement, or failing to meet Satisfactory Academic Progress. In the event of a recommended dismissal, the student should follow the Student Rights for purposes of appeal.

### **Differences**

Students are not expected to agree with everything that will be taught within the various courses. Students are, however, expected to treat the views of the faculty members and fellow students with respect. If a disagreement arises about something that is being taught, the student should listen as openly as possible, giving due attention to anything that the Holy Spirit may be saying.

The student should not expect the Holy Spirit to speak to everyone in the same way, or lead everyone in the same direction. The Holy Spirit has a multifaceted plan to suit the extraordinary diversity that exists in the Church. There is much that one can learn from others.

In assignments, the student will be free to express his or her own views, but at other times will be required to show an understanding of alternate view points and be able to express that differing opinion, even if it conflicts with the student's personal beliefs. It is important for the student to follow the instructions at all times in the preparation of assignments.

### **Visiting**

All students are welcome to visit our International Headquarters offices, with proper notice. We would be honored to meet and dialogue with you as you travel on your educational journey.

### **Questions**

Students are encouraged to ask questions. Common courtesy dictates that a student should put his or her questions in writing to submit to the faculty mentor. Usually, the faculty mentor's response will need to be accepted (even if the response is in conflict with the student's stand). Though continuing dialogue is a part of the educational program, the student is encouraged to utilize the faculty mentor as a senior mentor assisting the student to develop fuller understanding, knowledge and wisdom.

### **Student Handbook**

The *NLBC&S Student Handbook* outlines the special and unique relationship between the student, local mentor, and Seminary administration. It is valuable reading because it offers guidance on how to succeed in distance learning, and other tips, policies, and suggestions that smooth and strengthen participation in the program. This handbook is made available upon receipt of the application for admission to the Seminary or one of its institutions.

### **Agreement with the Student Policy and Statement of Beliefs**

Each student will be required to sign a statement of agreement on the application form indicating that they have read the section of the catalog entitled “Student Code of Conduct,” the statement of beliefs, and that the student is in full agreement.

### **Transcripts**

Transcripts are only issued by the academic office New Life Bible College & Seminary. No Resource Center is allowed to issue transcripts. Transcripts are issued at a charge of \$10.00 per transcript. Official transcripts are only issued directly to other institutions upon request. Transcripts will not be issued for a student who has failed to meet all financial obligations. It normally takes 4-6 weeks to process a transcript. All requests must be made in writing using the transcript request form and accompanied with the transcript fee.

## **STUDENT PROGRESS AND ACHIEVEMENT**

### **Incomplete Grades**

Students are expected to complete all course work, as specified by the faculty mentor, in a timely manner.

### **Course Papers**

Unless specified otherwise, all course papers must be typewritten and in conformity to the standards in *Research Writing Made Easy*. It is available from Vision Publishing, PO Box 1680, Ramona, CA 92065 or from you Resource Center Director.

### **Satisfactory Academic Progress**

The student is expected to complete courses within an allotted time frame of eight weeks. If the student does not complete work in the allotted time, a grade of “I” is automatically issued until coursework is completed. Satisfactory Academic Progress is measured in terms of completed coursework and calculated by means of a Grade Point Average. The student must maintain Satisfactory Academic Progress by earning a GPA outside the range of Academic Probation (see below) or after having earned the designation of Academic Probation, improved to a GPA outside of the stated probationary range. Further, students are contacted bi-weekly via email by their instructors (whether or not assignments have been submitted) and regularly by telephone and postal mail by the Director of Student Services.

### **Academic Probation**

After completion of the first 12 credit hours of the bachelors’ degree completion program the student must have a 2.00 cumulative GPA. Any student who falls below the cumulative grade-point average of 2.0 will be placed on academic probation. When a student begins to perform at the minimum or higher grade-point average, he/she will be taken off of academic probation. Graduate students must maintain a grade-point average of 3.0.

### **The Grading System**

It is important to all VIU faculty members that academic grades are applied with fairness and consistency. Several methods are used to achieve that goal. It begins with careful effort to

provide clear instructions about the nature of each task so that students have no confusion about the expectations. Of course, if something does not seem clear, students need only to contact the instructor of that course. Assignments such as essays and other written reports are graded by use of the College's Official Scoring Rubric (see the *Student Handbook* or *Curriculum Development Handbook*). This reduces the subjective element to a minimum. Objective examinations are scored automatically by the Vision Online Learning System, which ensures fair, equal, and accurate grading for all students. Papers are graded and filed within 5 to 7 days of receipt, and the grade is promptly sent to the student.

Students may appeal a grade. The procedure, described under "Student Rights and Grievances" elsewhere in the catalog, is designed to treat all students with respect and fairness under all circumstances. The grading system is based upon a 4.0 scale. The scale, shown in the table on the next page is the same for all courses, undergraduate and graduate.

<b>Grading</b>		
<b>Letter Grade</b>	<b>Per Credit Hour</b>	<b>Grading Scale</b>
A Superior	4 grade points	94.50-100 = A
B Good	3 grade points	91.5-94.4 = A-
C Average	2 grade points	88.5-91.4 = B+
D Poor	1 grade point	85.5-88.4 = B
F Failure	0 grade points	82.5-85.4 = B-
I Incomplete	0 grade points	79.5-82.4 = C+
V Audit	0 grade points	76.5-79.4 = C
WP Withdrawn passing	0 grade points	73.5-76.4 = C-
WF Withdrawn failing	0 grade points	70.5-73.4 = D
		Below 70.5 + F

## **INSTRUCTOR COMMUNICATION**

Students enrolled in online courses should expect a response from their instruction in 5-7 business days. Students enrolled via correspondence study should expect a response by mail in 14 business days.

## **GRADUATION REQUIREMENTS**

To qualify for graduation with a Bachelor of Ministry, the student must successfully fulfill all of the following requirements:

- Complete each undergraduate course requirement, including courses transferred in as part of the degree completion program;
- Maintain an overall GPA of "C" (3.0) or better;
- Earn a minimum of 30 credit hours in the program at New Life Bible College & Seminary.
- Pay all accounts in full.

- Apply for graduation in the Registrar's Office at least 90 days prior to the date desired to graduate: and
- Receive approval from the faculty and administration.

To qualify for graduation with Master's or Doctoral Degree the student must successfully fulfill all of the following requirements:

- Complete all graduate course requirements.
- Maintain an overall GPA of "B" (2.0) or better.
  - Earn a minimum of one quarter of the hours in the program at New Life Bible College & Seminary.
- Pay all accounts in full.
  - Apply for graduation in the Registrar's office at least 90 days prior to the date desired to graduate: and
- Receive approval from the faculty and administration.

### **Attendance/Drop Out/Leave of Absence**

For correspondence courses there is not an attendance policy. For the seminars, students are required to attend all sessions, unless prior approval is granted by the Academic Dean. See the Student Code of Conduct.

### **Drop Out**

Students who do not intend to complete their degree program are required to complete a withdrawal form and submit it to the Academic Dean.

### **Leave of Absence.**

Students who are not able to maintain minimum normal progress toward a degree (two courses a year undergraduate, one course a year graduate), are required to request a leave of absence from the Dean. A leave of absence is normally valid for one year; however it may be extended for a second year at the discretion of the Dean.

### **Termination**

The Seminary has the right to terminate a student's enrollment on the following grounds:

- Failing grades in more than 25% of assignments
- Financial delinquency
- Conduct that is inconsistent with the philosophy and goals of the University.

Every effort will be made to resolve the problem before termination of a student's enrollment takes effect.

## **FINANCIAL INFORMATION**

### **Estimated Fees - Bachelor Programs**

Bachelor Program Application Fee \$100.00\*  
Registration fee \$100.00\*  
Tuition per credit (most courses 3 credits) \$100.00  
Recognition of Prior Learning per credit \$50.00  
Books & Materials (average per 3 credit course) \$50.00-\$100.00  
Graduation fee \$125.00\*\*

### **Estimated Fees - Graduate Programs**

Application Fee \$100.00\*  
Registration Fee \$100.00\*  
Tuition per credit (most courses 3 credits) \$150.00  
Books & Materials (average per 3 credit course) \$75.00-\$200.00  
Graduation Fee - Masters \$150.00\*\*  
Graduation Fee – Doctoral \$200.00\*\*  
Additional Fees Change of Grade \$10.00\*  
Transcript Request \$10.00\*  
Recognition of Prior Learning Evaluation Fee \$50.00\*  
Doctoral Thesis Evaluation Fee \$300.00\*  
Thesis Binding Fee \$170.00\*  
Change of Program \$50.00\*  
Degree Reprint \$45.00\*

\* Non-Refundable

\*\* Includes full cap and gown participation at a yearly graduation ceremony exercise if one desires to attend. Non-Refundable after graduation.

### **All fees and tuition subject to change**

### **Enrollment Agreement**

Students are required to enter into an Enrollment Agreement with NLBCS upon entrance into the first class. The agreement is a contract signed by the student and a school official that gives information on costs, rights to cancel, and the refund policy.

### **Student Loans**

New Life Bible College does not participate in Federal or State Student Loan Programs or Financial Aid. Students are responsible to repay the full amount of any private loans plus interest. Refunds are not applied to private loans but are returned directly to the

student. A student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

**TUITION AND FEES BY PERIOD OF ATTENDANCE**

**The following reflects a schedule of tuition and fees by program:**

<b>Program</b>	<b>Annual Tuition (at 10 courses Per year)</b>	<b>Books</b>	<b>Total Program tuition</b>	<b>Fees</b>	<b>Total</b>
<b>Associate of Arts Degree (2 years)</b>	\$3,000	\$1,500	\$6,000	\$265	\$7,765
<b>Transitional Year 3 Program (1 year)</b>	\$3,000	\$750	\$3,000	\$750	\$3,757.50
<b>Bachelor's Program (1 year)</b>	\$3,000	\$750	\$3,000	\$257.50	\$4,007.50
<b>Master of Theological Studies (2 years)</b>	\$2,700	\$1,200	\$5,400	\$287.50	\$6,877.50
<b>Master of Arts (2 years)</b>	\$2,700	\$1,200	\$5,400	\$287.50	\$6,877.50
<b>Master of Divinity (3 years)</b>	\$4,500	\$3,000	\$13,500	\$307.50	\$16,807.50
<b>Doctor of Ministry (2 years)</b>	\$3,375	\$1,300	\$6,750	\$810	\$7,560



## **The Dr. La Fayette Scales Scholarship fund**

New Life Bible College & Seminary will Award a FULL SCHOLARSHIP to a full-time student recipient of good moral character, academic excellence and financial need, and a regular Christian church participant, The Dr. La Fayette Scales Scholarship fund.

The student will have to have 4 references from each category listed above from leaders in that area mentioned on letterhead giving you reference.



### **TUITION PAYMENT PLANS**

Full tuition is payable upon enrollment unless other arrangements are approved by the Business Office in advance.

No student will be considered officially enrolled until satisfactory arrangements have been made. The College recognizes that in some instances a definite need for installment payments of tuition exists and, therefore, allows students to pay the tuition in installments, after making a required down payment. When time payments are desired, students are asked to discuss payment arrangements with the Business Office.

To qualify for an installment payment agreement and begin a degree program, the student must make the required minimum down payment and agree to make monthly tuition payments. Tuition payments must be received each calendar month until tuition is paid in full or be subject to a late charge. Neither a diploma nor a transcript will be issued until the student's obligation has been paid in full. All students must conform to their payment agreements.

### **STUDENT'S RIGHT TO CANCEL**

You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the receipt of your first course or the seventh calendar day after enrollment, whichever is later. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance.

Cancellation may occur when the student provides a written notice of cancellation at the following address: New Life Bible College & Seminary, 1900 Polaris Parkway, Suite 450, Columbus, Ohio 43240

This can be done by email or by hand delivery. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage. The written notice of cancellation does not have to be in any specific form and however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.

If the Enrollment Agreement is cancelled the school will refund the student any money, he/she paid, less a registration or administration fee not to exceed \$250.00, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

New Life Bible College & Seminary shall transmit the first course and any materials to any student within seven days after this enrollment agreement is signed and the first payment is completed.

The student shall have the right to cancel the agreement and receive a full refund pursuant to items 1-5 above before the first course and materials are received. Cancellation is effective on the date written notice of cancellation is sent. The College shall make the refund. If the College sent the first course and materials before an effective cancellation notice was received, the College shall make a refund within 45 days after the student's return of the materials.

New Life Bible College & Seminary shall transmit all the lessons and other materials to the student if the student: (A) has fully paid for the educational program; and (B) after having received the first lesson and initial materials, requests in writing that all the material be sent. If the institution transmits the balance of the material as the student requests, the institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student but shall not be obligated to pay any refund after all the lessons and material are transmitted.

### **WITHDRAWAL FROM THE PROGRAM**

You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$250.00, and less any deduction for equipment not returned in good condition, within 45 days of

withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

1. The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
2. The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
3. The student has failed to attend class or complete coursework for 60 days.
4. The student fails to return from a leave of absence.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus nonrefundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend, prior to withdrawal. For the purpose of determining when the refund must be paid, the student shall be deemed to have withdrawn at the end of 60 days. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

For programs beyond the current "payment period," if you withdraw prior to the next payment period, all charges collected for the next period will be refunded. If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

The non-refundable application fee of \$50.00 is paid prior to enrollment and is not calculated in the above tuition refund schedule.

## **SCHOLARSHIP RECIPIENTS**

Recipients of scholarships who cancel their enrollment agreement will be refunded paid tuition; scholarship funds will not be refunded.

## **COURSE MATERIALS**

Course materials will be mailed to the student every 10 weeks. If the student does not complete a course within the 10 weeks allotted time, they will receive an interim grade of I (Incomplete). The student will still be allowed to finish the work for each course, however

the grade of “I” will stand until the finished work is submitted for grading. Once graded, the student’s final grade will be recorded.

It is ultimately the student's responsibility to obtain course materials so that they may finish the work. Once the student has received the syllabus or class is made available to student online, they are considered enrolled in the course and have received complete course instruction enabling the student to finish the required work for grading.

### **CANCELLATION POLICY: CORRESPONDENCE COURSES**

The student shall have the right to cancel until midnight of the 10th business day after the first course was mailed by the institution, as verified by a certificate of mailing, without penalty or obligation and receive 100% of the amount paid for institutional charges, less the administrative fee, not to exceed two hundred-fifty dollars (\$250.00) if notice of cancellation is made through attendance at the first class session or the seventh class day after enrollment, whichever is later

### **ONLINE COURSE REFUND AND CANCELLATION POLICY**

Individual online courses paid in full will be refunded according to the College Refund policy minus a USD \$25.00 administrative fee. Online courses that are paid in monthly installments will be cancelled the month that the cancellation request is received. The initial payment and payments from months previous to the cancellation request will not be refunded. Cancellation can be completed automatically by the student and refunds are given electronically.

## **STUDENT RIGHTS & GRIEVANCES**

### **Scope and Purpose**

#### Introduction

Students have the right to appeal decisions that affect them. New Life Bible College & Seminary seeks to establish policies and implement practices that minimize the need for any person to report any type of grievance. However, recognizing that it is not possible to establish or administrate policies and procedures that serve all students in ways they perceive as equitable, these policies and processes are established.

#### Objectives

The student shall be treated respectfully throughout all grievance processes.

The matter shall be resolved as quickly as possible, at the most accessible administrative level, with minimal disruption to educational progress, and without negative consequences for any party.

The filing of a grievance should not, by itself, delay fulfillment of a NLBC&S student’s academic goals or bias NLBC&S against that student.

The processes shall lead to an outcome that is fair to all parties.

The outcome shall be within the mission of the Institution and without dilution of its educational standards, and not diminish the student's educational experience.

## **Processes for Resolution**

### General Guidelines

Recognizing that the root of many grievances is lack of information, upon considering filing a grievance the student is urged to immediately review relevant requirements and expectations by consulting the catalog and the course syllabus.

When voice communication with a faculty member or NLBC&S employee is available, it should be used first. Voice communication may be used within the process of Informal or Formal Resolution, but only written communication shall be considered binding.

Time is of the essence. All complaints must be filed within 30 calendar days after the incident being grieved occurred. A response to the complaint must be filed within 15 working days. Timelines may be adjusted if there are compelling reasons for delay.

### Informal Resolution

The student initiates written communication with the faculty member or NLBC&S employee. This is to include:

- A clear description of the perceived irregularity or injustice.
- The basis by which that judgment is made.
- A proposed resolution.
- The NLBC&S party responds.

If the student is not satisfied with the response, the student may request review of the pertinent communication by the NLBC&S party's immediate administrative overseer, with ruling by that person.

A grievance involving a faculty member's judgment in assigning a grade based on academic performance issue may be resolved only through the informal resolution procedures.

### Formal Resolution

Formal resolution is not implemented without evidence that the informal resolution process has been implemented.

If a student is not satisfied with the outcome of Informal Resolution, the student may, on matters other than academic performance, file a written complaint to the Institution's grievance officer. This complaint should be as succinct as possible and in this form:

- A cover letter identifying the complainant, the NLBC&S party, the incident, the rule (policy or established practice) claimed to be violated, and a brief statement of the redress sought.
- Copies of the relevant prior correspondence.

The grievance officer shall review the submitted evidence.

If the grievance officer communicates orally with the NLBC&S party, they shall both take notes and exchange those notes within 24 hours of the conversation. Should there be discrepancies between these notes, such shall be resolved within the subsequent 24 hours.

The grievance officer shall consult with other institutional personnel as may contribute to fulfillment of the objectives stated above.

The grievance officer replies to the complainant with a ruling.

#### Appeal to the Grievance Review Panel

Should the ruling from Formal Grievance not satisfy the complainant, an appeal may be submitted to the Grievance Review Panel consisting of three or more persons appointed by the President and to include the grievance officer, a faculty member, and an administrator. They shall respond to the complainant in writing within 15 working days, and that ruling shall be considered final.

### **ADMISSIONS PROCEDURES**

New Life Bible College & Seminary admits students of any race, color, sex, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. The University does not discriminate based on race, color, sex, national or ethnic origin in the administration of any of its policies or programs.

### **ADMISSION REQUIREMENTS**

Students must possess the following educational background:

#### **Bachelor Programs**

Students must:

- Possess a high school or equivalent diploma.
- Provide transcripts of all high school and/or undergraduate work with a grade point average of at least 2.5 (on a 4.0 scale) or equivalent from an accredited college or university.

- Submit an Application for Admission

### **Master's Programs**

Students must:

- Possess a bachelor's degree (or its foreign equivalent) from an accredited college or university, or equivalent.
- Provide transcripts of all high school and/or undergraduate work with a grade point average of at least 2.5 (on a 4.0 scale) or equivalent from an accredited college or university.
- Provide transcripts of any graduate courses, showing a grade of B or higher (3.0 on a 4.0 scale) or its equivalent from an accredited institution. (See "Transfer of Credits.")
- Submit an Application for Admission.
- Provide a professional resume.

### **Doctoral Programs**

Students must:

- Possess a master's degree (or its foreign equivalent) from an accredited college or university, or equivalent.
- Provide transcripts of all undergraduate and graduate work with a grade point average of at least 2.5 (on a 4.0 scale) or equivalent from an accredited college or university.
- Provide transcripts of any graduate courses, showing a grade of B or higher (3.0 on a 4.0 scale) or its equivalent from an accredited institution. (See "Transfer of Credits.")
- Submit an Application for Admission.
- Provide a professional resume.

### **Recognized Colleges and Universities**

For purposes of admission and transfer to NLBC&S, a "recognized college or university" includes schools approved by a U.S. state, or accredited by an accrediting body that is approved by New Life Bible College & Seminary. Institutions outside the United States must meet comparable standards.

### **ADMISSION PROCESS: PART ONE**

Write your World Zone or Regional Director and ask to have admissions documents sent to you by e-mail attachment or mailed to your address.

Complete and return by e-mail attachment or mail the following items to your world zone or regional office:

- Application for Admission
- Non-refundable application fee. (by check, money order, or credit card removed)

### **ADMISSION PROCESS: PART TWO**

- Request transcripts from former educational institutions to be mailed directly to **NLBC&S** at your World Zone or Regional Address. Note: transcripts submitted by the student will only be used for evaluation purposes. Admission will not be finalized until NLBC&S receives the original transcript directly from another educational institution.
- The admissions department will process your application and admission material and determination will be made regarding your admission.

### **TRANSFER STUDENTS**

A student desiring to transfer from another college or university may apply for admission by submitting the forms provided. Official transcripts from all universities or institutions of learning attended following graduation from high school must be submitted ***directly from that school to NLBC&S***. Such transcripts must indicate courses entered, in progress, or completed. Results of aptitude and other special tests taken, and evidence of standing should also be indicated on the transcript. NLBC&S welcomes transfer students with the desire to develop in their vocation.

NLBC&S considers the acceptance of university credits from all accredited or approved schools. Undergraduate students transferring to NLBC&S must petition the Dean within the first three months of acceptance for consideration of transfer of credits from other institutions. Courses that will be considered must (a) be equivalent to the NLBC&S courses in academic level and quality, (b) have been taken in the preceding six-year period, (c) have not already been applied to a degree received, and (d) have been taken for a grade and not on a pass/fail basis, and (e) be from a regionally accredited or state-approved program.

New Life Bible College & Seminary does not award credit on the basis of examination or for experiential learning. A student must complete a minimum of 25% of the required credits for a baccalaureate degree directly with New Life Bible College & Seminary. No more than six credits of transfer credit may be used towards fulfilling the requirements for a Master or Doctoral Degree.

### **ACADEMICS**

Since its founding in 1974 Vision is committed to empowering Christians for effective ministry, has sought to provide distance education and local church training of the highest caliber.

Long recognized as a pioneer in Christian distance education, New Life Bible College & Seminary insists that all its graduates possess, in addition to specialized knowledge in major or ministerial fields, a high level of cultural literacy and leadership skills.

NLBC&S offers the Bachelor's degree completion program for students transitioning to vocational ministry and/or further professional theological education, leading to the Master's degree. From the master's the student has the option of continuing to higher educational tracks, to include the Master of Divinity, Doctor of Ministry or Ph.D. in Christian Leadership.

New Life Bible College & Seminary best suits students who prepare to enter full-time ministerial service following graduation, are currently engaged in full-time ministerial service, or students who simply desire further theological education for personal enrichment and service to the church and community.

### **ASSOCIATE DEGREE IN MINISTRY**

The Associate Degree in Ministry is a two-year undergraduate degree program designed for practical and theological preparation for Christian ministry. The program is designed to assist the student in transitioning into a third-year transition program and a Bachelor degree program.

**Entry Course:** this course is required by all students if English is not their first language or primary language.

GE 103 English Composition

#### **Program Goals:**

#### **Year One Courses (Certificate): 30 Credits**

Upon completion of Year One (Certificate) of the Associate of Arts Program, the student will be able to:

- Communicate effectively.
- Demonstrate biblical literacy.
- Practice leadership in church and family
- Demonstrate spiritual formation and growth.

#### **Required courses:**

BI 100 Hermeneutics: Introduction to Bible Study

BI 102 New Testament Survey

BI 109 Book of Matthew

CC 101 Sociology of the Family

GE 112 Introduction to Church Management

RS 101 Dynamic Christian Foundations

RS 102 Christian Life

RS 103 Introduction to Communication: Evangelism

RS 109 Spiritual Formation: Journey to Wholeness

RS 110 Spiritual Warfare

**Year Two Courses (Associate Degree): 30 Credits**

Upon completion of the program, the student will be able to:

- To prepare students for ministry service in their home or local church.
- To develop a sense of biblical and theological literacy in students.
- To enable students to effectively study, teach, preach, counsel, and lead.
- To prepare students for the task and responsibility of ministry.

**Required Courses**

BI 101 Old Testament Survey

BI 103 The Pentateuch

BI 222 Philippians

BI 223 Ephesians

CC 201 Introduction to Christian Counseling

ED 101 Dynamics of Teaching the Word

GE 220 Financial Integrity and Biblical Stewardship

RS 105 Theology of Worship

RS 209 Faith Dynamics

RS 212 Homiletics

**Year Three Courses (Transitional Year): 30 Credit Hours**

Upon completion of Year Three (Transitional Year) of the Bachelor of Arts in Christian Studies or Bachelor of Ministry, the student will be able to:

- Apply concepts of pastoral ministry.
- Articulate a coherent biblical theology.
- Lead churches and ministries

**Required courses:**

BI 220 Corinthians

BI 302 Major and Minor Prophets of the Old Testament

GE 201 Cultural Anthropology: A Christian Perspective

RS 200 Church History

RS 217 Introduction to Charismatic Theology

RS 219 Christian Character Development

RS 301 Pastoral Ministry

RS 304 Introduction to Christian Leadership

RS 305 Introduction to World Missions

RS 314 Principles and Philosophy of Church Growth



## **BACHELOR PROGRAMS**

New Life Bible College & Seminary offers the Bachelor of Christian Business (BCB), Bachelor of Christian Counseling (BCC), Bachelor of Christian Education (BCE), Bachelor of Christian Leadership (BCL), , Bachelor of Chaplaincy Ministry (BCM) and Bachelor of Theological Studies (BTS).

The program requires a prerequisite of at least 90 credit hours in Bible, theology, and ministry studies from a recognized college or university.

To complete the Bachelor program, a student must:

1. Complete (or have previously completed) a minimum of 90 undergraduate credit hours in biblical studies/theology or equivalent.
2. Complete a minimum of 120 credit hours, 30 of which must be from New Life Bible College & Seminary.

For purposes of admission and transfer to New Life Bible College & Seminary, a “recognized college or university” includes schools approved by a U.S. State, accredited by an accrediting body that is approved either by CHEA or the U.S. Department of Education or a school recognized by NLBC&S. Institutions outside the United States must meet comparable standards through an approved transcript evaluation service.

The Bachelor degree program is designed to prepare men and women to serve in Christian Ministry. It includes systematic study, wide reading and practical ministry education. The Bachelor degree is a pre-professional degree, designed to transition the student into graduate-level theological education. The Bachelor program consists of 120 credit hours, 30 of which must be from New Life Bible College & Seminary.

Program Goals:

Upon completion of the program, the student will be able to:

- Lead congregations in creative, biblically informed transformational endeavors.
- Respond appropriately to societal trends that impact church ministry.
- Critically and sympathetically engage new models with the historic resources of the Christian tradition.
- Demonstrate biblical literacy and theological reflection.
- Serve in a variety of ministry service roles.
- Demonstrate a range of general and specialist ministry skills.
- Minister to people with a wide range of needs, selecting appropriate approaches.
- Demonstrate practical skills in Christian teaching, preaching, leadership, pastoral, counseling, and cross-cultural situations.

Bachelor of Christian Business (BCB) (30 hours):

BI 400 Advanced Hermeneutics

BI 405 Authenticity & Authority of the Bible

CI 420 Biblical Foundations of

CI 422 Business Management from a Biblical Worldview

CI 424 Principles of Christian Transformation in the  
CI 426 Communication and Spirituality in the Workplace  
CI 428 Marketing for Business and Ministry  
RS 435 Christian Theology  
RS 442 Church Growth and Development  
RS 444 Advanced Christian Worldview Studies

Bachelor Christian Counseling (BCC) (30 hours):

BI 400 Advanced Hermeneutics  
BI 405 Authenticity & Authority of the Bible  
CC 402 Crisis Counseling  
CC 404 Counseling the Dysfunctional Family  
CC 406 Counseling and Family Violence  
CC 415 Human Development  
OL 440 Conflict Management and Resolution  
RS 435 Christian Theology  
RS 442 Church Growth and Development  
RS 444 Advanced Christian Worldview Studies

Bachelor of Christian Education (BCE) (30 hours):

BI 400 Advanced Hermeneutics  
BI 405 Authenticity & Authority of the Bible  
CC 415 Human Development  
ED 401 Philosophy of Christian Education  
ED 432 Classroom Management  
OL 440 Conflict Management and Resolution  
OL 460 Ethics in Leadership  
RS 435 Christian Theology  
RS 442 Church Growth and Development  
RS 444 Advanced Christian Worldview Studies

Bachelor of Christian Leadership (BCL) (30 hours):

BI400 Advanced Hermeneutics  
BI405 Authenticity & Authority of the Bible  
CC415 Human Development  
OL440 Conflict Management and Resolution  
OL460 Ethics in Leadership  
RS435 Christian Theology  
RS440 The Challenge of Leadership  
RS441 Strategic Church Administration  
RS442 Church Growth and Development  
RS444 Advanced Christian Worldview Studies

Bachelor of Chaplaincy Ministry (BCM)

BI400 Advanced Hermeneutics  
BI405 Authenticity & Authority of the Bible

CC402 Crisis Counseling  
CC405 Addiction Counseling  
RS124 Health Care Chaplaincy  
RS353 Introduction to Chaplaincy  
RS435 Christian Theology  
RS442 Church Growth and Development  
RS444 Advanced Christian Worldview Studies  
RS447 Ministry in Correctional Institutions

Bachelor of Theological Studies (BTS) (30 hours):

BI 400 Advanced Hermeneutics  
BI 405 Authenticity & Authority of the Bible  
RS 419 Systematic Theology  
RS 435 Christian Theology  
RS 436 Ecclesiology  
RS 437 Christology  
RS 438 Eschatology  
RS 439 Pneumatology  
RS 442 Church Growth and Development  
RS 444 Advanced Christian Worldview Studies

**Program Goals:**

Upon completion of the program, the student will be able to:

- Lead congregations in creative, biblically informed transformational endeavors.
- Respond appropriately to societal trends that impact church ministry.
- Critically and sympathetically engage new models with the historic resources of the Christian tradition.
- Demonstrate biblical literacy and theological reflection.
- Serve in a variety of ministry service roles.
- Demonstrate a range of general and specialist ministry skills.
- Minister to people with a wide range of needs, selecting appropriate approaches.
- Demonstrate practical skills in Christian teaching, preaching, leadership, pastoral, counseling, and cross-cultural situations.

## COURSE DESCRIPTIONS - UNDERGRADUATE COURSES

### Biblical Studies

**BI 100 Hermeneutics: Introduction to Bible Study** - A study of the basic principles of hermeneutics and methods of Bible study. The course is designed to give the new student a solid foundation for the coming four years of intensive Bible study. The course presents the Bible as literature as well as the inspired Word of God with emphasis on the importance of textual and historical context in interpreting biblical passages. 3 Credit Hours. *Prerequisite: None*

**BI 101 Old Testament Survey** - This course provides an overview of the Old Testament, with a brief introduction to each of the 39 books, and a concise summary of their contents, enabling the learner to correctly relate the parts of the Old Testament to each other, and to the New Testament. The module allows the learners to enrich their knowledge of the Bible and their ability to read each part intelligently, with an understanding of the context in which each book occurs and of how doctrine evolved gradually over the centuries. Armed with this knowledge, students are able to develop their ability to relate the Bible and its contents to daily life and to Christian witness. 3 Credit Hours. *Prerequisite: None*

**BI 102 New Testament Survey** - This course provides an overview of the New Testament, with a brief introduction to each of the 27 books of the Protestant canon, and a concise summary of their contents, enabling the learner to correctly relate the parts of the New Testament to each other, and to the Old Testament. The module allows the learners to enrich their knowledge of the Bible and their ability to read each part intelligently, with an understanding of the context in which each book occurs and of how doctrine evolved gradually over the centuries. Armed with this knowledge students are able to develop their ability to relate the Bible and its contents to daily life and to Christian witness. 3 Credit Hours. *Prerequisite: None*

**BI 103 The Pentateuch** - The foundation for the revelation of God and his dealings with man throughout the Old and New Testaments are found in the Pentateuch or Five Books of Moses. In these books we see the unity and authority of the Bible which always points forward to the Savior. 3 Credit Hours. *Prerequisite: None*

**BI 109 The Book of Matthew** - This course is based upon the Gospel of Matthew. Matthew, a former despised tax collector, penned the gospel that bears his name. He addressed the deteriorating state of the church and set out to bring correction to disillusioned, wayward and overconfident believers. Matthew left his readers a true meaning of: righteousness of the gospel, the standard of discipleship, the reason for the Lord's delay in returning. This message is applicable for the church in every generation in all lands. 3 Credit Hours. *Prerequisite: None*

**BI 220 Corinthians** - An analysis and exposition of each book stressing the historical background and doctrinal matters with special emphasis on the Holy Spirit as treated by Paul in I and II Corinthians. 3 Credit Hours. *Prerequisite: None*

**BI 222 Philippians** - An analysis and exposition of the letter to the church of the Philippians stressing the historical background and doctrinal matters with special emphasis on the joy of the Lord as presented by Paul in this dynamic book. The Church in Philippi, like most of the

churches Paul planted or ministered to, had issues good and bad. A thorough study of the dynamics and themes of this letter will be of special importance and benefit to the minister and ministry of the Body of Christ. 3 Credit Hours. *Prerequisite: None*

**BI 223 Ephesians** - An analysis and exposition of this dynamic letter of Paul the apostle to the church in Ephesus, expand the horizons of his readers, so that they might understand better the dimensions of God's eternal purpose and grace and come to appreciate the high goals God has for the church.

**BI302 Major and Minor Prophets of the Old Testament** - The ministry of the prophet and the gift and function of prophecy is explained from a historical and modern context. The place and environment of prophetic ministry, prophetic presbytery, and the office of the prophet is explained. 3 Credit Hours. *Prerequisite: None*

**BI 400 Advanced Hermeneutics** - This course is an advanced study in hermeneutics and interpretation theory from pre-modern times to the present, with a focus on the interpretation and method of reading biblical texts. The course is designed to prepare the student for advanced interpretation of scripture and will investigate biblical interpretation in light of current theological, philosophical, ecclesiological, historical and social challenges. The student will be exposed to current scholarship on a variety of hermeneutical topics. The student will learn to be humble and open-minded when approaching the text, even those that seem familiar. A scholarly approach will be presented. 3 Credit Hours. *Prerequisite: None*

**BI 405 Authenticity & Authority of the Bible** - This course explores the manuscript and archaeological evidence supporting and detracting from the reliability of the text of the Bible as an original ancient manuscript. The origins of the biblical texts, the establishment of the canon, and issues of higher criticism will be explored. The course also introduces the student to unique perspectives concerning the authority of the Bible and its application in church and community life. 3 Credit Hours. *Prerequisite: None*

### **Christian Counseling**

**CC 101: Marriage and Family Life: A Christian Perspective** - This course provides a careful examination of the modern problems inherent in marital and family relationships; offers suggestions for treatment on an individual and church-wide basis; and provides numerous counseling resources. 3 Credit Hours. *Prerequisite: None*

**CC 201: Introduction to Christian Counseling** - This course proposes to help the student discover the basic concepts of Christian counseling and increase skill and competence in counseling situations. 3 Credit Hours. *Prerequisite: None*

**CC 402: Crisis Counseling: A Christian Perspective** - The world we live in, because of the influence of sin, is filled with problems. When crises happen, whether by "accident" or design, they cause severe disruption to our lives. It is an inherent quality of ministry to be able to effectively minister to those in crisis times. 3 Credit Hours. *Prerequisite: None*

**CC 404: Counseling the Dysfunctional Family from a Christian Perspective** - This course deals with the subject of dysfunctional families, especially as related to the psychological and spiritual dynamics of generational patterns. Attention is given to the need for understanding the theological and psychological patterns of reconciliation. Particular attention is given to

showing the importance of relationship between the Father Image and its influence on generational patterns in the family. 3 Credit Hours. *Prerequisite: None*

**CC 405: Counseling Substance Abuse** - Substance abuse is one of the major problems in America and around the world today. Young people are starting to abuse substances at an earlier age. The Christian counselor needs to understand and be able to employ the best counseling methods in order to be effective. 3 Credit Hours. *Prerequisite: None*

**CC 406: Counseling and Family Violence from a Christian Perspective** - Counseling and Family Violence from a Christian perspective is one of the required courses for students pursuing a degree in counseling with an emphasis in family counseling, domestic violence counseling, substance abuse and addiction counseling and/or pastoral counseling. Counseling and Family Violence focuses on the etiology, context, methodology and effects of domestic violence within the family. This course is designed to acquaint students, pastors, chaplains, educators and church workers with the psychological, sociological and theological aspects of family violence and abuse in its many forms. The underlying purposes of the course are to: (1) provide students an understanding of the biopsychosocial antecedents to family abuse and violence; (2) to provide students an understanding of the cycle of violence and the behavioral patterns associated with each phase of the cycle; (3) to educate students in the various forms of abuse that can escalate to violence; (4) to provide students an understanding of the nature of both expressive and instrumental violence; (5) to teach students how to conduct an assessment and psychosocial evaluation of a domestic violence perpetrator (batterer) and victim (battered spouse); (6) to train students in effective therapeutic intervention techniques, and; (7) to increase students critical thinking, writing skills and report preparation. 3 Credit Hours. *Prerequisite: None*

**CC 415: Human Development: A Christian Perspective** - This course is an introduction to human development from a Christian perspective, and the perspective of physical, emotional, intellectual and social development. This course offers a broad overview of perspectives, principles, theories, and research findings associated with the field of human life-span development. The aim of the course is to provide a foundation of knowledge that will help the student become a more effective counselor, educator, and leader. 3 Credit Hours. *Prerequisite: None*

### **Christian Business Management**

**CI 420: Biblical Foundations of Business** - *This course is a prerequisite for all other business courses.* This course presents six biblically based keys to marketplace success and lays a scriptural foundation as to the importance of implementation of those keys by every marketplace Christian, not only into their place of business but also in their individual lives. These six keys to business success are essential for every Christian to be able to fulfill their purpose and call in the place where God has positioned them whether it be in the home, in business, in some professional field, or in the market square. The topics included are: Workmanship; Stewardship; Servanthood; Values; Ethics and Integrity; Hearing the Voice of God; and Developing a Vision. 3 Credit Hour

**CI 422: Business Management from a Biblical Worldview** - This course will bring an understanding of some of the key characteristics of relationships; especially in the marketplace, the dynamics of the Relationship Cycle and how it operates. Learn the nine principles of focusing on God and His Kingdom and examine how to manage that which God

controls. Learn to submit to His ultimate control over your business and understand God's perspective on them. Learn to understand how God uses circumstances to direct career paths. Understand the value God puts on people and how much He cares about developing the man so much more than ideas, things or money. Develop an understanding of the Scriptural meanings of servant along with four principles of servant leadership. Examine five functions of a manager operating as a steward. Learn how to understand conflict, how to hear the Voice of God in it, allowing Him to reveal answers to conflict problems. Recognize early warning signs in order to prevent deeper conflict. 3 Credit Hours.

**CI 424: Principles of Christian Transformation in the Workplace** - Learn how to successfully bring Christ into the work place, without adversely affecting your work habits, and offending employers and employees. Achieve an understanding of true mentoring and the process it entails. Learn the answers to nine questions answered in an economic system through a study of economics from a Biblical perspective. Understand free enterprise capitalism and how it works and learn about profiles and characteristics of a successful entrepreneur. Learn to understand the content of a market feasibility study; how to lay out a plan of action or vision for success in your specific field of expertise. Gain understanding in the intricacies of your calling and what God expects of you as a Marketplace Minister. Understand the Biblical perspective of excellence and success versus the world's view of success. Understand the character qualities of a man with whom God is pleased; learn to use these examples in becoming a mature Christian with biblically based character traits. Understand the definitions of ethics, Biblical ethics and moral judgments and learn four tools which can be used in analyzing moral judgments. 3 Credit Hours.

**CI 426: Communication and Spirituality in the Workplace** - God created us to hear His voice and He desires to communicate with us regarding chosen fields of expertise. Learn to understand God's methods of communication and the importance of communication with God. Learn techniques on active listening, what interferes with the communication process and how to be heard. Achieve a new level of communication by understanding to enhance the communication process. Learn and understand the operating principles of how the Kingdom of God works and the nature of the Kingdom of God. Understand God's perspective and the Biblical principles of work. Learn to recognize the major issues confronting marketplace ministers. Understand the importance of a Christian worldview and how a Christian World View directs our life in the workplace. Learn how to understand the nature of burnout and stress and how to avoid becoming burned out along with remedies that can be utilized in relieving burnout. 3 Credit Hours.

**CI 428: Marketing for Business and Ministry** - Learn the nature of the marketing process through basic elements of marketing and steps in the marketing process. Understand the "Four P's" applied to both business and nonprofit marketing techniques. Develop an understanding of utilizing marketing skills and tools in order to finance and raise funds for both non-profit organizations and secular business. 3 Credit Hours.

### **Christian Education**

**ED 101: Dynamics of Teaching the Word** - This course is designed to familiarize the student with the principles of teaching in a structured environment. Emphasis is placed upon the principles of organization and presentation methodology including, Stating Objectives, Lesson Planning, Evaluation, Curriculum Selection and Development, Teaching Illiterate Students, and Teacher Training. 3 Credit Hours. *Prerequisite: None*

**ED 401: Christian Education: Principles and Practice** - A study will be made of theological concepts that form the philosophical perspectives and principles of Christian education. Organization and administration of church educational programs so as to integrate them within the total ministry of the local church is a primary focus of this course. This course includes a study of the major religious and secular developments in history and education along with a comparison of those developments with biblical principles. The goal is to develop an understanding of the church role in education and to develop a personal philosophy of Christian education. 3 Credit Hours. *Prerequisite: None*

**ED 432: Classroom Management for Christian Schools** - This course emphasizes practical, classroom-tested techniques and strategies. Well-organized and managed classrooms set the stage for student learning and achievement. Students will explore a range of models and strategies that will serve as a foundation for developing a personal approach to classroom management. Classroom management will be defined by exploring theory and research in the field. In addition, rationale will be examined in considering it as a system, as instruction, and as discipline. 3 Credit Hours. *Prerequisite: None*

### **General Christian Education**

**GE 103: English Composition** - A study of the principles of composition with emphasis on language, the mechanics of writing, the types of discourse, and research and documentation. The course develops students' ability to write unified, well-developed and coherent expository essays that employ standard English usage and mechanics, and exposes the students to literary works that sharpen their critical-thinking and analytical skills necessary in college writing. The course also includes a study of rhetoric and short-essay composition, and readings and responsive writing assignments. This is predominantly a skills course to develop the student's writing competency as a foundation for all future studies. 3 Credit Hours. *Prerequisite: None*

**GE 112: Introduction to Church Management** - This course introduces the subject of management, identifies leadership positions, and stresses the importance of the role of leadership and management skills in Christian Ministry. Biblical principles of leading like a servant and shepherd and qualifications for leaders are also discussed. Major tasks of leaders are reviewed, with emphasis on decision-making and handling conflicts. Guidelines for training leaders and followers are given, and principles of success and reasons for failure examined. Emphasis is placed on the context of Management in Community Service, preparing the student to support Community Leadership. 3 Credit Hours. *Prerequisite: None*

**GE 201: Cultural Anthropology: A Christian Perspective** - Students will examine cultural anthropology from a Christian perspective, with particular emphasis on environmental analysis for missions. The students will gain a deeper understanding of different approaches to cultural anthropology and the applications of cultural theory for understanding cultural and religious diversity in the modern world. The importance of applied cultural anthropology to address the challenges of cross-cultural living and ministry will be emphasized. 3 Credit Hours. *Prerequisite: None*

**GE 220: Financial Integrity and Biblical Stewardship** - This course is designed to prepare students to maintain integrity in Christian Ministry when dealing with finances and issues of stewardship. The course includes spiritual and financial blockades to financial integrity,

proper use and distribution of personal and ministry funds, budgeting, ethical fundraising, financial responsibility and accountability, and matters of finance pertaining to the local church. 3 Credit Hours. *Prerequisite: None*

### **Christian Leadership**

**OL 440: Conflict Management and Resolution: A Christian Perspective** - This course examines causes of dysfunctional anger and conflict, and provides biblically consistent principles and methods for management and prevention. The course provides for both acquisition of knowledge and development of interpersonal skills. 3 Credit Hours.

*Prerequisite: None*

**OL 460: Ethics in Christian Leadership** - Leadership Ethics highlights the importance of fidelity, integrity, and value-based decision making. Contemporary ethical issues in church, community, and ministry leadership are examined from a biblical perspective. This course explores the sources, methods, disputes and insights of Christian ethics. Central themes and issues include freedom, conscience and the passions, the relation of God and morality, love and justice, virtue and law, and the question whether there is a distinctive Christian ethics. Because Christian ethics is a form of reflection which arises out of moral conflict, the course utilizes specific moral problems as a way of exploring these themes. Ultimately, these explorations will provide the student with a theoretical basis for understanding the nature of moral thinking itself and the form which it takes within a Christian context. 3 Credit Hours.

*Prerequisite: None*

### **Religious Studies**

**RS101 Dynamic Christian Foundations** - This foundational course explores detail the fundamental foundations of Christian belief. Orthodox Christian truths will be taught in detail and are a prerequisite for a dynamic Christian life. 3 Credit Hours. *Prerequisite: None*

**RS 102 Christian Life** - Paul stated that whenever possible we are to live our lives at peace, especially within the household of faith. In our day, we need to learn the pattern for gracious living. 3 Credit Hours. *Prerequisite: None*

**RS 103 Introduction to Evangelism** - The core of this course is practical training in the philosophy and methods of soul winning, visitation, discipleship follow-up and evangelistic outreach including signs and wonders. 3 Credit Hours. *Prerequisite: None*

**RS 105 Theology of Worship** - Thanksgiving, praise, and worship are vital for the New Testament Christian. Worship is dynamically illustrated and taught in this course. Emphasis on Who we worship and why is maintained throughout. 3 Credit Hours. *Prerequisite: None*

**RS 109 Spiritual Formation: Journey to Wholeness** - This course examines the biblical perspectives on God's plans and purposes for man and how God through his love and grace helps man to develop a believer's personality through stages of spiritual development. 3 Credit Hours. *Prerequisite: None*

**RS 110 Spiritual Warfare** - As a child of God we must understand that our Heavenly Father is GOOD. His chief motivation in our life is to make us the best person we can possibly be.

On the other hand, Satan is totally evil. Jesus gives us Satan's job description in John 10:10. This course is about the battle of Good against evil. 3 Credit Hours. *Prerequisite: None*

**RS 200 Church History** - A study of church history during the Apostolic Age, the ante-Nicene period, and the post-Nicene period. Topics include the rise of orthodoxy, the many transformations that took place after the conversion of Constantine, the rise of the papacy, the many forms of medieval religious life, and the emergence of new forms of both lay and clerical piety. The developmental history of Western Civilization, in relation to the History of the Church, is noted in particular. 3 Credit Hours. *Prerequisite: None*

**RS 209 Faith Dynamics** - Living a life of victory, power, and sufficiency requires faith in our Lord Jesus Christ. This course discusses in detail the dynamics of faith and their relationship to the believer. 3 Credit Hours. *Prerequisite: None*

**RS 212 Homiletics** - This course is on the fundamental methods of sermon preparation. It emphasizes both structure and delivery. Attention is given to the determination of audience type, the proper use of voice, and other principles of public speaking. 3 Credit Hours. *Prerequisite: None*

**RS 217 Introduction to Charismatic Theology** - This course explores the fundamental foundation of Christian belief in the area of the gifts of the Holy Spirit. Orthodox Christian truths will be taught in detail and are prerequisite for a dynamic Christian. 3 Credit Hours. *Prerequisite: None*

**RS 219 Christian Character Development** - This course examines the biblical perspectives on Christian Character and how God through his love and grace helps man to develop a right Christian character and personality through clearly established Biblical processes. 3 Credit Hours. *Prerequisite: None*

**RS 301: Pastoral Ministry** - This is a study of the practical side of a minister's life and duties. It will include instruction in the proper manner of services, and a discussion of many of the problems a pastor face. 3 Credit Hours. *Prerequisite: None*

**RS 304 Introduction to Christian Leadership** - A detailed study of the basic principle of leadership as it applies to the local church. This will include the Dynamics of Leadership, Qualifications of Leadership, Counseling and Ethics, Church Administration and Government, etc. 3 Credit Hours. *Prerequisite: None*

**RS 305 Introduction to World Missions** - A study of the theology of missions, history of missions from Pentecost to the present, and culture and the missionary, with special emphasis on the unreached people groups of the world. 3 Credit Hours. *Prerequisite: None*

**RS 314: Principles and Philosophy of Church Growth** - The Great Commission of Jesus Christ (Matthew 28:18-20) is the continuing mandate of the church. Though methods of evangelism and church planting have changed, the mandate remains the same. How to "grow the church" is the focus of this course. 3 Credit Hours. *Prerequisite: None*

**RS 419: Systematic Theology** - The course will introduce students to the study of theology using the method known as systematic theology. While, by and large, the faculty of Vision International University reject the validity of a rational attempt to systematize biblical

reflection or to dogmatize the experience of the scriptures, this course will serve as general exposure to systematic methodology from a Renewal Theology perspective. This course will not be a survey of the content of systematic theology but rather will introduce the students to the major issues in the forefront of the discipline in the Pentecostal and Charismatic traditions. The course utilizes the reflective approach rather than a dogmatic approach. The course will establish foundational principles and definitions that will guide theological discussion. The student will engage the primary text to inform and elicit theological thinking. The student will engage theology proper, the doctrine of God, from a Renewal perspective, and probe the nature of God, basic Christian doctrine, Renewal distinctives, and theological anthropology. 3 Credit Hours. *Prerequisite: None*

**RS 435 Christian Theology** - In the church we use words that are often not clearly understood by the new Christian or by the unchurched. In this course the student will study the meaning of each theological word and will be able to apply these words to their own life. An introduction to the basic teachings of the Christian faith, this course includes discussions of the nature and task of theology and of the Christian understanding of God, revelation, creation, spirituality, sin, and redemption. 3 Credit Hours. *Prerequisite: None*

**RS 436 Ecclesiology** - An examination of the New Testament church with particular concern given to its origin, distinctive nature, mission, government, offices, ordinances, and destiny. The course will explore the nature and development of the Christian church and its interaction with contemporary society. The emphasis of the course will be practical ministry and church structure. Biblical exposition and church tradition will be jointly examined. Critical thinking about the church, clergy, parishioners, and society will be stressed. 3 Credit Hours. *Prerequisite: None*

**RS 437 Christology** - This course examines and analyzes the development of the doctrine of Christ from a biblical-expositional perspective. The course provides a detailed and contemporary theological study of the person of Christ. Special attention will be given to the Christological controversies of the early Christian centuries, and the resolutions of the councils that dealt with those controversies. The student will develop a personal Christology rooted in scripture and tradition. 3 Credit Hours. *Prerequisite: None*

**RS 438 Eschatology** - A review of the classical concepts of Christian Eschatology and of various contemporary approaches to the same material. Issues concerning the Return of Christ and the Apocalypse will be explored from a hermeneutical perspective. An interpretive study of the biblical passages concerning the final things according to scripture and Christian tradition. Consideration will be given to various views of the return of Christ, the resurrection of the dead, the final judgment, and the eternal state. Students will be presented with the array of diversity, from the futurist to the preterist views. 3 Credit Hours. *Prerequisite: None*

**RS 439 Pneumatology (The Holy Spirit)** - This course provides a simple presentation regarding Holy Spirit Baptism from a classical Pentecostal/Charismatic perspective. It establishes that every Christian experiences Holy Spirit Baptism, the new birth and the baptism in the Spirit are distinct, and that the miraculous gifts of the Spirit are still available and should be occurring in the worship of today's church. The course affirms that while glossolalia is the general biblical pattern for Holy Spirit baptism, it is not defensible dogma to assume that it is the only pattern that God uses. 3 Credit Hours. *Prerequisite: None*

**RS 440 The Challenge of Leadership in Church and Community** - The focus of this course is the development of developing a sound biblical perspective in the challenge leaders face. Principles of both secular and spiritual leadership will be explained in depth. Leaders from government, business, education, and religion are analyzed for their positive strengths, leadership qualities, and ability to overcome adversity. The course is case study driven and provides real-world examples of leadership principles for the student to apply to her/his immediate context. 3 Credit Hours. *Prerequisite: None*

**RS 441 Strategic Church Administration** - When spiritual leaders are asked about their least desirable ministerial activities, administration is usually at the bottom of the list. A main reason cited for this antipathy for administration is that few leaders feel adequately equipped for this onerous task. Strategic planning, staffing, and management are explored in ways that those serving in ministry can understand and appropriate. Practical application will be emphasized. 3 Credit Hours. *Prerequisite: None*

**RS 442 Church Growth and Development** - A study of church growth and development with special emphasis on church health. Attention will be given to the skills of observation of the historical and contemporary roles of the church and society. Students will describe the socialization and dynamics of the church to culture and develop skills for effective ministry. Common errors in church leadership and development will be explored. Leadership in the church and administration of church affairs are explored in detail. Methods of administration and forms of leadership style and responsibility are delineated 3 Credit Hours. *Prerequisite: None*

**RS 444: Advanced Christian Worldview Studies** - In almost every field, apologists recognize that "proof" will convince people only when they are already disposed to believe. The deepest human need is emotional, not rational; human hearts must be stirred before our intellects will respond. Thus the "proofs" of God in the end are valuable mostly as adjuncts to the witness of scripture. For that reason, many people, whose faith is already simple, untroubled, and firm, find no use for these proofs. But others are not so fortunate, and for them the proofs are an encouragement to faith, and a stiller of doubts. This course contrasts the Biblical concept of apologetics with various alternative positions, both theistic and non-theistic. This course will insist upon an intellectually humble and reasonable approach to apologetics, opposing the bombastic certainty espoused by some approaches to apologetics. This course will propose an apologetic that accounts for the inadequacies of arguing faith-dependent issues in rationalistic or empirical terms. This course is designed to refine the student's Christian worldview to engage a humbled perspective of science, religion, culture, and human existence. This course also considers major problem areas such as authority, miracles, evil and evolution and sets forth a basis for Christian apologetic which is theologically and historically sound. 3 Credit Hours. *Prerequisite: None*

**RS 447 Discipling the Ex-Offender** - This course examines the causes of recidivism and answers the question – Why do they go back? The course discusses topics including: Preparation of inmates through pre-release programs, the first 30 days, and long-term aftercare requirements. 3 Credit Hours. *Prerequisite: None*

**RS 448 Ministry in Correctional Institutions** - An intensive survey designed to provide a basis for study of and sharpening of skills for ministry in the jail and prison setting. An overview of the types of facilities in which ministry takes place, types of ministry being

carried out, and opportunities for ministry within the facility and post-facility setting. 3 Credit Hours. *Prerequisite: None*

**RS 449 Ministry in Juvenile Correctional Settings** - This course is an in-depth study of correctional ministry to juveniles as it relates to understanding troubled youth, influences which lead to juvenile delinquency, skills and qualifications of those who minister, and working within the limitations of the Juvenile Justice System. 3 Credit Hours. *Prerequisite: None*

**DIVISION OF GRADUATE STUDIES**

## **MASTER'S DEGREE PROGRAMS**

**Dr. Tal Klaus, Academic Dean**

### **Graduate Programs**

Master of Christian Counseling .....36 credit hours

Master of Christian Education.....36 credit hours

Master of Christian Leadership..... 36 credit hours

Master of Theological Studies                      36 credit hours

Master of Divinity    ...90 credit hours

## **MASTER DEGREE PROGRAM**

### **Purpose**

The Master's degree Program provides for an extensive, advanced education in a specialized area of Christian ministry. Each is a 36 credit-hour program which integrates theological education and professional courses. The program is especially suited for students desiring to continue on toward doctoral preparation.

All the Seminary's Master's programs are viewed as complete programs. However, transfer of credit may be allowed (up to 6 credits) if course offerings are substantially equivalent to the program of NLBC&S, are from an accredited institution, and received a grade of 2.5 or better on a scale of 4.0. There are no modifications of the basic program listed here without specific permission of the Seminary.

### **Goals**

- To provide advanced knowledge and understanding of the Bible and the relationship between scripture and the applied discipline.
- To provide knowledge and skills in effective, professional ministry in the area of specialization.
- To provide academic and professional training equal to programs required for advanced vocational placement.

Students seeking admission into the Master of Theological Studies degree program that do not possess a bachelor's degree in Bible, theology, social or behavioral science, or the humanities, must complete the Bachelor's Completion core courses as a prerequisite to admission.

## **MASTER OF CHRISTIAN COUNSELING**

### **Objectives of the Program**

The Master of Christian Counseling is especially developed for men and women desiring advanced skills in Christian or Pastoral counseling for usage in the life of the church and for family ministry. It is an integrative program of Human behavior studies and theology. The program is designed to equip men and women for further study, research, or teaching.

## Goals

The degree program in Christian Counseling has as its goals that students undertake a rigorous course of academic study that will provide an opportunity to explore foundational issues in Christian theology as related to the counseling ministry.

The twelve courses listed comprise the Master's degree in Christian Counseling. Changes or substitutions are subject to the approval of the Academic Dean. Substitutions may be made if some of the above courses have already been taken. A Master's Thesis or Comprehensive Exam based on the course content may be required.

<b>CO500</b>	Psychology and Theology
<b>CE502</b>	Interpersonal Communication and Conflict Management
<b>CO530</b>	Counseling Strategies and Practices
<b>CO540</b>	Crisis Counseling
<b>CO560</b>	Assessment and Diagnosis
<b>CO620</b>	Addictions Counseling
<b>CO680</b>	Pastoral Care of the Elderly
<b>MT504</b>	Evangelism and the Local Church
<b>NT502</b>	The Pastoral Epistles
<b>NT504</b>	The Gospels/Life of Christ
<b>OT509</b>	The Christian & Old Testament Theology
<b>PT504</b>	Christian Worldview

## MASTER OF CHRISTIAN EDUCATION

The Master of Christian Education is designed to provide advanced training in biblical principles of Christian Education. This degree prepares one to do educational tasks in a Christian setting. Among these are teaching, supervising, developing, and implementing Christian education programs. The program has been approved by the Association of Christian Schools International (ACSI) for provisional teacher certification. Check with the ACSI branch in your district to be certain of the acceptability. Students desiring state licensure or certification should check with their state authorities before entering the program to ascertain if it is acceptable in their state. The program may be creditable on school salary scales. For those who are already in a school position, check with the administration of the school regarding acceptability.

### Objectives of the Program

The Maser of Christian Education program is especially suited for persons interested in some aspect of teaching and research or engagement in socio-religious issues. The program is designed to equip men and women for further study, research, or teaching.

### Goals:

- To provide advanced knowledge of Christian Education practices and techniques.
- To provide knowledge and skills that would allow one to do Christian Education tasks in a church or school setting.
- To provide adequate knowledge of the laws and ethics of Christian education.

The twelve courses listed comprise the Master's degree in Christian Education. Substitutions are subject to the approval of the Academic Dean. Substitution may be made if some of the above courses have already been taken (graduate transcripts of courses must be submitted for evaluation). A Master's thesis or comprehensive exam based on the course content may be required.

<b>ED500</b>	Philosophy of Christian Education
<b>PT504</b>	Christian Worldview
<b>ED600</b>	Primary Christian Education
<b>MT504</b>	Evangelism in the Local Church
<b>ED620</b>	Secondary Christian Education
<b>ED650</b>	Curriculum Development in Christian Education
<b>ED750</b>	Teaching Methodology
<b>CE501</b>	Church Administration and Leadership
<b>CE502</b>	Interpersonal Communication and Conflict Management
<b>CE503</b>	Advanced Leadership and Administration
<b>CE504</b>	Adult Ministries in the Church
<b>CE505</b>	Effective Administrative Leadership

## **MASTER OF CHRISTIAN LEADERSHIP**

The Master of Christian Leadership degree program is a unique combination of interactive residencies (optional, but highly recommended) at the Center for Healthy Leadership in Elkhart, Indiana, and online studies. The program is directed by Dr. Malcolm Webber, Dean of the College of Leadership.

### **Objectives of the Program**

The Master of Christian Leadership is especially suited for persons interested in the development and implementation of advanced leadership skills for church and marketplace, from a Christ Centered perspective. The program is designed to equip men and women for further study, research, or teaching.

### **Goals**

The M.T.S. degree program has as its goals that students undertake a rigorous course of academic study that will provide an opportunity to explore foundational issues in Christian theology as related to leadership.

The Master of Christian Leadership degree program consists of 36 credit hours. Each course is 3 credit hours.

<b>LE501</b>	Introduction to Leadership and Leaders (Optional Residency 1)
<b>LE502</b>	Ministry Leadership Foundations
<b>LE503</b>	Dynamics of Effective Leaders and Followers
<b>LE504</b>	Spirituality and Leadership
<b>LE505</b>	Contemporary Issues in Leadership
<b>LE506</b>	Leader Development
<b>CE501</b>	Church Administration and <b>43</b> Leadership
<b>CE502</b>	Interpersonal Communication and Conflict Management

<b>CE503</b>	Advanced Leadership and Administration
<b>CE505</b>	Effective Administrative Leadership
<b>LE511</b>	Leadership Practicum (6 credit hours)

## **MASTER OF THEOLOGICAL STUDIES**

The twelve courses listed comprise the degree Master of Theological Studies. Substitutions are subject to the approval of the Academic Dean. Substitution may be made if some of the courses listed below have already been taken Graduate transcripts of courses must be furnished.

The curriculum, produced by some of the world's top biblical scholars and theologians in cooperation with *The Institute of Theological Studies (ITS)*, serves persons who wish to explore disciplines within Christian theology.

### **Objectives of the Program**

The Master of Theology is especially suited for persons interested in some aspect of teaching and research or engagement in socio-religious issues. The program is designed to equip men and women for further study, research, or teaching.

### **Goals**

The degree program has as its goals that students undertake a rigorous course of academic study that will provide an opportunity to explore foundational issues in Christian theology.

### **Program of Study**

The program focuses on historical, systematic, and biblical theology. Professional ministry issues are not a focus of this program. Nevertheless, the program is designed to provide a theological foundation for ministerial service. The program consists of 12 courses, 3 semester credit hours each, for a total of 36 credit hours. There is no required thesis or research project. However, several nations require a thesis for the degree to be recognized within their educational framework. Your Resource Center Director will inform you if you are required to do a thesis.

<b>CE503</b>	Advanced Leadership & Administration
<b>CH505</b>	Survey of Church History
<b>CH510</b>	History of the Charismatic Movements
<b>MT504</b>	Evangelism and the Local Church
<b>NT502</b>	The Pastoral Epistles
<b>NT504</b>	The Gospels/Life of Christ
<b>NT508</b>	New Testament Survey: The Epistles and Revelation
<b>OT505</b>	The Book of Psalms
<b>OT509</b>	The Christian & Old Testament Theology
<b>PT504</b>	Christian Worldview
<b>ST503</b>	Contemporary Theology I
<b>WM501</b>	Introduction to World Missions

## **MASTER OF DIVINITY**

### **Purpose**

The Master of Divinity prepares persons for a more effective full-time ministry as pastors, evangelists, professors, missionaries, or other ministries. This program enables the integration of a comprehensive understanding of the Bible with the creative practice of ministry. The M.Div. is a 90 credit-hour program beyond the bachelors, including a thesis.

### **Goals**

To provide advanced knowledge and understanding of the Bible and theology necessary for effective communication. To provide knowledge and skills for the teaching of Bible theology and practical ministry at the collegiate and institutional level. To provide academic and professional training required for various institutional chaplaincies.

### **Admission Requirements**

Applicants must have earned a baccalaureate degree or its equivalent before they can be admitted to the Master of Divinity program. Those transferring with a secular baccalaureate degree must complete 30 credits of Biblical studies.

All of the Master's programs are viewed as complete programs. However, transfer of credit may be allowed if course offerings from other institutions are substantially equivalent to the program of NLBC&S. There are no modifications of the basic program listed here without specific permission of the Seminary.

<b>CO500</b>	Psychology & Theology
<b>CO530</b>	Counseling Theories and Strategies
<b>CE502</b>	Interpersonal Communication and Conflict Management
<b>CE503</b>	Advanced Leadership & Administration
<b>CH505</b>	Survey of Church History
<b>CH506</b>	The History of the Church to the Reformation
<b>CH507</b>	The History of the Church since the Reformation
<b>CH510</b>	History of the Charismatic Movements
<b>MT501</b>	Spiritual Formation
<b>MT502</b>	The Role of Women in Ministry
<b>MT504</b>	Evangelism and the Local Church
<b>NT501</b>	The Sermon on the Mount
<b>NT502</b>	The Pastoral Epistles
<b>NT504</b>	The Gospels/Life of Christ
<b>NT508</b>	New Testament Survey: The Epistles and Revelation
<b>NT509</b>	Fundamentals of New Testament Greek
<b>NT511</b>	The Christian and New Testament Theology
<b>OT505</b>	The Book of Psalms
<b>OT506</b>	Understanding the Old Testament
<b>OT509</b>	The Christian & Old Testament Theology
<b>PT501</b>	Christian Ethics
<b>PT504</b>	Christian Worldview
<b>ST503</b>	Contemporary Theology I

<b>ST504</b>	The Doctrines of Man and Sin
<b>ST505</b>	The Doctrine of Salvation
<b>ST506</b>	The Doctrine of the Trinity
<b>ST507</b>	Contemporary Theology II
<b>WM501</b>	Introduction to World Missions
<b>WM502</b>	History of World Missions
<b>WM503</b>	Urban Mission and Ministry

## COURSE DESCRIPTIONS - GRADUATE COURSES

### THEOLOGY/RELIGIOUS STUDIES

**CH 505 Survey of Church History** - Church history is the heart of His story, God's kingdom work on earth. This course explores the development of the Christian church from Pentecost to the present day. It covers key people and events that God used throughout history to bolster His church and also those negative influences that infected her. The goal of the course is to use lessons from church history to advance the kingdom of God in life and ministry. (This course serves as a synthesized combination of ITS courses CH506 The History of the Church to the Reformation and CH507 The History of the Church Since the Reformation.) 3 Credit Hours. *Prerequisite: None*

**CH506 The History of the Church to the Reformation** - This course is designed to provide the student with a basic introduction to the development of the Christian church's doctrine, faith and practice from its founding at Pentecost to the time of the Protestant Reformation. 3 Credit Hours. *Prerequisite: None*

**CH 507 The History of the Church Since the Reformation** - This course is designed to provide the student with a basic introduction to the development of the Christian church since the time of the Protestant Reformation. 3 Credit Hours. *Prerequisite: None*

**CH 510: History of the Charismatic Movements** - Charismatic theology is more than just a theology of spiritual gifts; worship, Bibliology, sanctification, and ecclesiology are also central. Learners will complete an historical and theological study of the origins and developments of Classical Pentecostalism, Charismatic Renewals', and Restoration Movements, with emphasis given to theological backgrounds and trends. Lectures also analyze other related movements, including the "Jesus Only" Movement, the Vineyard Movement, and the Toronto Revival Movement. Throughout the course, the pros and cons of the various charismatic movements are presented so that students can make informed decisions on what a "victorious Christian life" entail. 3 Credit Hours. *Prerequisite: None*

**MT 501 Spiritual Formation** - An investigation into the meaning of biblical Christianity and its relationship to faith and practice within contemporary cultural contexts. Special attention is given to the corporate dimensions of spirituality and spiritual formation as defined in the New Testament. Those historical and cultural factors which have led to the privatization of Christianity are analyzed and discussed. A paradigm of spiritual growth and maturity which focuses on the assembly rather than the individual is developed. 3 Credit Hours. . *Prerequisite: None*

**MT 502 The Role of Women in Ministry** - A study of ministry to and by women, including biblical foundations for roles of women in the home, church, and society, and principles for evangelizing, discipling, and counseling women. The course is designed to aid men and women who will be responsible for various areas of women's ministries. 3 Credit Hours. *Prerequisite: None*

**MT 504: Evangelism in the Local Church** - Christ's final charge was the Great Commission: to "make disciples of all nations." We fulfill that charge when we take the Gospel to the nations and to our own nation through our own local church. In this course, Dr. Green instructs us on how to do evangelism within a local church setting. Building on the

biblical mandate for evangelism, he discusses personal and group methods for evangelism in a variety of settings, how to equip laity to witness, the use of apologetics, follow-up methods, and current issues in evangelism. Throughout the course, Dr. Green focuses on practical application and workable solutions for evangelism in local church and parachurch ministries. 3 Credit Hours. *Prerequisite: None*

**NT 501 The Sermon on the Mount** - This course is an expository and reading study of the Sermon on the Mount with emphasis on the practical and spiritual application and upon the theological issues and various interpretations therein. 3 Credit Hours. *Prerequisite: None*

**NT 502 The Pastoral Epistles** - Perhaps the greatest need in the Christian community today is Biblical leadership. Throughout the world, churches struggle with numerous issues because they lack relevant and effective leadership. A good leader possesses godly character, sound doctrine, and Biblical priorities. Yet today, there are differing views on several issues related to leadership, such as: What are the responsibilities and priorities of ministerial leaders and their work? Who is qualified for pastoral leadership? Can women serve as pastors? What should pastors expect in ministry? This course identifies Biblical answers to crucial leadership questions from three of Paul's letters, 1 and 2 Timothy and Titus, which primarily address issues of pastoral leadership and ministry. In his twenty lectures, Dr. John Stott walks his listeners through an exegetical analysis of Paul's words to Timothy and Titus. He shares valuable insight from the historical background and an investigation of the Greek New Testament. Dr. Stott covers such topics as how a congregation should appoint leaders, the role of women in the ministry, the primary function of a minister's work, and how to deal with false teachers while remaining true to "sound doctrine." 3 Credit Hours. *Prerequisite: None*

**NT 504: NT Survey: The Gospels/Life of Christ** - The most compelling and important story in history is the story of Christ. In this course, learners complete a chronological and synthetic study of the Gospels' accounts of Christ's birth, life, death, resurrection, and ascension. The course focuses on the time, place, circumstances, and people involved in the events of our Lord's ministry. From the Incarnation to the Ascension, students will grasp a fuller understanding of Christ's words and works, especially in light of Old Testament prophecy and cultural context. The goal of the course is that Christ will impact learners' lives as He did those first-generation followers, leading them to worship and serve Him as they minister to others. 3 Credit Hours. *Prerequisite: None*

**NT 508 The Epistles and Revelation** - Correct theology is inseparable from correct living. The New Testament epistles reinforce this concept as they demonstrate both the why and how of Kingdom living. This course surveys the New Testament epistles and the Book of Revelation, examining both the introductory issues and the basic content each book. Students will wrestle with significant and challenging passages by exploring the major issues and then interacting with specific passages through inductive Bible study. The goal of the course is to gain an increased commitment to and capacity for applying these portions of God's Word to the world and Christian living today. 3 Credit Hours. *Prerequisite: None*

**NT 509 Fundamentals of New Testament Greek** - This course presents an introduction to the basic features of grammar and vocabulary of New Testament Greek, and utilizes the textbook by William Mounce, *Basics of Biblical Greek: Grammar* (Grand Rapids: Zondervan, 1993). 3 Credit Hours. *Prerequisite: None*

**NT 511: The Christian and New Testament Theology** - The purpose of this course is to introduce the student to the discipline and task of New Testament theology as a subset of biblical theology and to enable the student to take steps toward formulating his/her biblical theology of the New Testament. 3 Credit Hours. *Prerequisite: None*

**OT 505 The Book of Psalms** - How important are songs in the life of Israel and the Church! In this course learners study the Book of Psalms, giving attention to the various forms of the Psalms and their function within the historical experience of Israel. The course begins by focusing on the formulation and interpretation of the psalms. Students then examine in detail the various types of psalms: lament, royal, pilgrimage, wisdom, messianic, and psalms of descriptive praise. Dr. Waltke gives sermonic treatment of selected psalms with application for today's Church. 3 Credit Hours. *Prerequisite: None*

**OT 506 Understanding the Old Testament** - This course surveys the history of salvation in the Old Testament, especially as it relates to the universal of the Old Testament theology which is the rule of God: the establishment of His Kingdom upon the earth. 3 Credit Hours. *Prerequisite: None*

**OT 509: The Christian & Old Testament Theology** - The Old Testament may be the central problem of theology. The problem is this: How do the people of God today relate to the people and teaching of the Old Testament, and how do they apply that teaching to life and ministry? While wrestling with this issue we must ask other important questions, such as, "How does the Old Testament relate to the New?" or "What is the main purpose of the Old Testament?" Stated practically, "What principles of the Old Testament should I be actively obeying?" This course considers such important questions by examining the foundational theology of the Old Testament as applied to the New Testament and the Church. The course identifies the focal point for the Old and New Testaments and includes discussions on continuity and discontinuity between the Testaments, saving faith, the people of God, law, worship, atonement, the Kingdom of God, the Messiah, the inclusion of the Gentiles, and the New Covenant. Throughout the course, Dr. Kaiser shows how Old Testament theology is vital to contemporary Christian living. 3 Credit Hours. *Prerequisite: None*

**PT 501: Christian Ethics** - An examination of the theories of obligation and theories of value from a philosophical perspective. A biblical theology of obligation and a biblical theology of value are presented along with their implications for decision-making in personal life and church life. 3 Credit Hours. *Prerequisite: None*

**PT 504: Christian Worldview** - How do you view reality? What is the source of your knowledge? Do you live what you believe? Such are the questions that a worldview answers. This course examines the nature and function of belief structures, and the value of developing and living a distinctly Christian life. The course develops a Christian worldview from a redemptive history model of Biblical theology, which is then clarified using the philosophical categories of metaphysics, epistemology, and axiology. Learners will gain an understanding of modern and postmodern thought and how to critique them biblically and are encouraged to develop and apply a Christian worldview to life and ministry. 3 Credit Hours. *Prerequisite: None*

**ST 503 Contemporary Theology I** - For good or for bad, philosophy has played a pivotal role in the development of theology and culture. In this course, learners examine the major trends in contemporary theological thought in light of their philosophical contexts. The

course begins with a review of the major developments in Western thought prior to Hegel, and then explores the theologies of Hegel, Kierkegaard, Barth, Bultmann, and Tillich. The course culminates in the “Death of God” theologies of Paul Van Buren and Thomas Altizer. The course enables learners to evaluate contemporary, non-evangelical theologies and to recognize their impact on everyday life. 3 Credit Hours. *Prerequisite: None*

**ST 504 The Doctrines of Man and Sin** - This lecture series is designed as a critical and historical overview of views regarding the nature of mankind, both as the image of God and as a being corrupted by sin. The course presents both a distinctive Reformed anthropology and a fair treatment of differing views and objections, evidence for both sides being carefully weighed. 3 Credit Hours. *Prerequisite: None*

**ST 505 The Doctrine of Salvation** - This lecture series is designed as a critical and historical overview of the plan and order of salvation, tracing each movement of the process from our regeneration to our final glorification. The course material provides both a reformed theology of salvation and a fair treatment of differing views and objections, evidence for both sides being carefully weighed. 3 Credit Hours. *Prerequisite: None*

**ST 506 The Doctrine of the Trinity** - This course presents the historic, classic, and orthodox doctrine of the Holy Trinity. It follows a biblical, historical, and dogmatic approach. It seeks to show how and why the classical doctrine/dogma emerged in the fourth century; what have been the major ways this dogma has been understood; and how crucial is this teaching for a right understanding of the relation of God to man and of man to God. 3 Credit Hours. *Prerequisite: None*

**ST 507 Contemporary Theology II** - In this course we continue to examine some of the major trends in contemporary theology. Discussion focuses on theologies prevalent especially since the 1960s. Theologies covered are Theology of Hope, Liberation Theology, the Feminist Theology of Elizabeth Johnson, Process Theology, New Age Theology, and four forms of Postmodern Theology. 3 Credit Hours. *Prerequisite: None*

**WM 501 Introduction to World Missions** - God has one unified, global purpose for all He does. This course introduces the exciting biblical, historical, cultural, and strategic dimensions of His plan. It addresses key issues: the basis of and necessity for world missions, and the status of and plan for world missions. Students are introduced to the basics they need to pursue missionary training or to help lead their local church in its global ministry. 3 Credit Hours. *Prerequisite: None*

**WM 502 The History of Missions** - This course traces the historic development of the Christian world mission in chronological sequence from Pentecost to William Carey (1793). The modern period is developed along geographical lines: Asia, Middle East, Africa, Latin America, and Europe. The course closes with an attempt to evaluate the achievements of the past and the prospects of the future. 3 Credit Hours. *Prerequisite: None*

**WM 503 Urban Mission and Ministry** - This course focuses on Christian mission and ministry in the world’s growing cities. A Biblical basis for urban ministry is presented and case studies of effective urban strategies worldwide are examined. The course provides key logistics, strategies, models, and insights from one of the day’s leading experts in urban missions. Throughout the lessons the instructor emphasizes *holistic* ministry, i.e., meeting the social, civil, and political needs as well as the spiritual. 3 Credit Hours. *Prerequisite: None*

## **CHRISTIAN EDUCATION/ADMINISTRATION**

**CE 501 Church Administration and Leadership for the Church** - A course designed to develop leadership potential in students and to give them a familiarity with the various elements of the administrative process, including: goal setting and achieving, organization, delegation, human relations, group dynamics, supervision, and the training of other leaders. Though the principles are universal, the focus of the course is the local church. 3 Credit Hours. *Prerequisite: None*

**CE 502 Interpersonal Communication and Conflict Management** - An examination of the process of interpersonal communication and conflict management in human relationships within Christian organizations, with attention given to communication models, self-concept, nonverbal messages, stress and other strategies that will assist the Christian leader in developing interpersonal communication skills and the productive use of conflict. 3 Credit Hours. *Prerequisite: CE501 or CO 500*

**CE503 Advanced Leadership and Administration for the Church** - A church leader wears many hats. In this course learners discover how to maximize productivity in the various functions of church leadership. The course examines the biblical foundation and practical functions of administrative leadership in churches and Christian organizations, and focuses on developing successful, biblical attitudes and skills among team leaders. Students will analyze basic leadership principles from secular and evangelical sources, analyzing them through a biblical/theological grid. (This advanced course is built on ITS course CE 501 Church Leadership and Administration. However, CE 501 is not a prerequisite for this course.) 3 Credit Hours. *Prerequisite: CE502*

**CE 504 Adult Ministries in the Church** - Students review the principles of andragogy and its application to various adult age levels and special adult groups such as singles, single-parents, and families. Students will analyze and synthesize the church's entire ministry to adults. 3 Credit Hours. *Prerequisite: CE503*

**CE 505 Effective Administrative Leadership for the Church or Christian School** - The purpose of this course is to assist in the training of Christian administrative leaders. A helpful balance has been produced in this course with an emphasis on both the biblical information concerning leadership as well as the practical, day-to-day information needed for successful leadership. The goal of this study is for the student to obtain a fresh understanding of the practical application of biblical leadership principles in his/her ministry setting. 3 Credit Hours. *Prerequisite: CE504 or LE504*

**ED 500: Philosophy of Christian Education** - This course includes a study of the major religious and secular developments in history and education along with a comparison of those developments with biblical principles. The goal is to develop an understanding of the church's role in education and to develop a personal philosophy of Christian education. The course also teaches introductory concepts related to education in the local church and Christian school contexts. 3 Credit Hours. *Prerequisite: None*

**ED 600: Primary Christian Education** - This course reviews development of infants and children in several dimensions; cognitive, emotional, social, and religious. Parental, family,

church, and institutional-agency ministry reviewed with the purpose of encouraging students to develop a starting theology of ministry to persons in this age group and to practice skills fundamental to such ministry. 3 Credit Hours. *Prerequisite: ED500*

**ED 620: Secondary Christian Education** - This course reviews development of teenagers and young adults in several dimensions: cognitive, emotional, social, and spiritual. Parental, family, church, and institutional-agency ministry critically reviewed with the purpose of encouraging students to develop a starting theology of ministry to persons in this age group and to practice skills fundamental to such ministry. 3 Credit Hours. *Prerequisite: None*

**ED 650: Curriculum Development in Christian Education** - This course includes a study of the principles and aims of curriculum development, with an emphasis on selection and creative use of curriculum materials and resources to fulfill the educational task of the church. Students will be presented with various views on the means of knowing God and differing views of Scripture, as well as how each of these views influences development and choice of curriculum. Students will be introduced to the inductive Bible study method, as well as a method of lesson planning known as the HBLT approach. Students will be led through a consideration of how both of these methods can be adapted to teach different age students, including adults, youth, children, and preschoolers. Students will be presented with Maslow's and Herzberg's research on individual needs, along with an instrument for assessing learners needs in a classroom setting. Bloom's Taxonomy will be used to motivate a consideration of the aims of a Bible lesson and the methods available to creative Bible teachers. Students will be exposed to common practices of truly great teachers, factors that motivate learning, and a method for evaluating the teaching-learning process. Throughout the course, students will be encouraged to see the learner as an individual who, depending on age and experience, is motivated in different ways to achieve unique ends. 3 Credit Hours. *Prerequisite: None*

**ED 750: Teaching Methodology in Christian Education** - This course is designed as an introduction to basic methods for teaching from a dynamic biblical viewpoint. The purpose of the course is to assist the theology students in understanding the essential elements of effective instruction and learning. Students will be introduced to different genres of writing in the Bible, as well as appropriate methods of interpreting each genre. For any given biblical passage to be taught, students will be encouraged to consider the big idea that needs to be conveyed to students, how to bridge the gap between the world of the Bible and the student's world, and problems that might be encountered at the planning and presentation levels for the lesson. Students will be challenged to think about how their own teaching can be improved in terms of fostering active learning, motivating learning, communicating clearly, personalizing biblical truth, and building a constructive classroom atmosphere. Students will be guided through the process of choosing a lesson topic and theme, leading students to discover the thematic and structural unity of the biblical passage through the method of inductive Bible study and evaluating the results of instruction and learning. 3 Credit Hours. *Prerequisite: ED650*

## CHRISTIAN COUNSELING

**CO 500: Psychology and Theology** - This study is intended to help pastors and other Christian leaders develop proficiency in enabling people to solve their problems while understanding and balancing the tensions between psychology and theology. 3 Credit Hours. *Prerequisite: None*

**CO 510: Human Development From a Christian Perspective** - It is the purpose of this course to focus on the anatomical, physiological, intellectual, sociological and spiritual development of the human organism from conception until death. The major theorists in human development will be researched and the various major theories of human development will be critically compared. Specifically, this course views human growth and development as a psychological, biological, and spiritual process that demands an integrated analysis. The course addresses the development and wellness of individuals and families throughout the life cycle. The aspects of development including biological, social, cognitive, emotional, and moral will be covered. The course will examine how the abilities, needs, problems, and concerns of humans change throughout life, and how people are shaped by their experiences throughout their development from a Christian perspective. 3 Credit Hours. *Prerequisite: None*

**CO 530: Counseling Theories and Strategies: A Biblical Integration** - This course will introduce students to counseling psychology concepts and interventions related to lifespan development, prevention of mental health problems, social justice, and optimal human functioning in both the church and society. An emphasis will be placed on psychopathology, to provide strategic counseling for specific issues in the congregation and family. The course provides preparation in the core counseling skills essential for the practical counseling and effective treatment outcomes. 3 Credit Hours. . *Prerequisite: None*

**CO 540: Crisis Counseling: A Christian Perspective** - Crisis Counseling is one of the required courses for students pursuing degrees in counseling with an emphasis in family counseling, domestic violence counseling, pastoral counseling and substance abuse and addiction counseling. Crisis counseling focuses on the etiology, context, process and effects of victimization. This course is designed to acquaint students, as well as pastors, chaplains, educators, and church workers understand the theoretical basis for, and acquire the practical skills necessary to carry out effective therapeutic interventions in a diversity of crisis situations. Emphasis is given those types of crises typically encountered by the Christian Counselor including: 1) Grief and Bereavement, 2) Emotional Traumatization, 3) Sexual Molestation and Incest, Domestic Violence and The Abuse of Children and Elders. The underlying purposes of the course are to: 1) provide students an understanding of the nature, effects and consequences of crises, to perpetrator, the victim and witnesses as well as society in general, 2) educate students in the types of trauma inducing crises 3) teach students the signs and symptoms of unresolved trauma, resulting in Posttraumatic Stress Disorder and manifesting itself in numerous associated personality disorders, thereby enabling students to identify victims of trauma, traumatized witnesses and their abusers, 4) teach students how to conduct an assessment and psychosocial evaluation of a traumatized individual, 5) teach students how and when to use direct and indirect counseling techniques, 6) how to develop appropriate social service Seminars and guide clients to hotlines, victim support groups and other support services that can assist them in regaining control of their lives, 7) train students in effective therapeutic intervention techniques including stress-reduction, and 7) increase students critical thinking, writing skills and report preparation. 3 Credit Hours. *Prerequisite: None*

**CO 550: Marriage and Family Counseling: A Christian Perspective** - This course is designed to expand on the basic concepts and procedures for marriage and family counseling from a pastoral perspective. The purpose of the course is to assist theology students in their development of a ministry to family systems. The course provides a comprehensive understanding of various approaches to marital and family therapy. Within the context of systems theory, emphasis will be placed on understanding various methods of conceptualizing family dynamics and intervention strategies. 3 Credit Hours. *Prerequisite: None*

**CO 560: Assessment and Diagnosis: A Christian Perspective** - This course provides an understanding of individual and group approaches to assessment and evaluation in counseling. There will be an emphasis on assessment strategies and psychometrics. The phenomenology of emotional disorders and their diagnosis will be explored in detail. The course will also explore the means of assessment and diagnosis that are consistent with effective counseling techniques from a Christian perspective. 3 Credit Hours. *Prerequisite: None*

**CO 610: Group Dynamics: A Christian Perspective** - Group Dynamics: A Christian Perspective, is one of the required courses for students pursuing a degree in counseling. This course explores the history of the development and growth of groups (an outgrowth of social psychology), the varied kinds of groups, and the process and structure of individual and group behavior as it relates to group dynamics, Christian maturity and ministry. The course will acquaint students, pastors, chaplains, educators, church workers and group facilitators with the theory and research relating to small and large groups; the benefits and detriments of homogeneous groups vs. gender-specific, or problem-specific groups; and the benefits and detriments of democratically governed groups vs., facilitator directed groups. Students will gain insight into a number of different types of groups, including problem solving groups, decision making groups, recovery groups, support groups, process groups and Christian Growth Groups. Students will learn how to develop, organize, and govern groups to optimize the effectiveness of group dynamics for behavioral change and cognitive restructuring. 3 Credit Hours. *Prerequisite: None*

**CO 620: Addiction Counseling: A Christian Perspective** - The course is one of the required courses for students pursuing degrees in Christian counseling. It is designed to acquaint these students, as well as pastors, chaplains, educators, church workers with the etiology, cultural context, prevailing patterns and outcomes of alcohol and drug abuse, the phenomenon of addiction as an illness of body, mind and spirit, and the resources, treatment approaches, models, and methods for helping alcoholics and addicts in their recovery. Particular focus is given to the medical aspects of illnesses and recovery in addiction. The underlying purposes of the course are to: 1) provide students an understanding of the nature and consequences of substance abuse, to the individual abuser as well as society, 2) educate students in the drugs of abuse 3) teach students the signs and symptoms of substance abuse, thereby enabling them to identify substance abusers, 4) teach students how to conduct an assessment and psychosocial evaluation of a substance abuser, 5) teach students how to select the most appropriate treatment approach, setting and modality, 6) train students in effective therapeutic intervention techniques, and 7) increase students critical thinking, writing skills and report preparation. 3 Credit Hours. *Prerequisite: CO610*

**CO 630: Cross-Cultural Christian Counseling** - This course provides an overview of the theories of multicultural counseling and development from a culture-centered perspective.

Issues related to social and cultural diversity will be examined as well as guidelines for developing multicultural counseling competencies and sensitivity in Christian counseling service. The impact of diversity, within and between group differences, is examined. Various psychosocial developmental factors of diverse cultural and ethnic groups, and the influence of these variables on the counseling relationship will be explored. 3 Credit Hours.

*Prerequisite: CO620*

**CO 640: Christian Ethics and Law** - This course provides an introduction to professional ethics with special application for the Christian Counselor. The course includes an analysis of professional ethics, training and practice standards, educational requirements, and mental health law. Attention will be given to contemporary professional and psycho-social issues that effect the training and practice of Christian counselors. The course also provides students with the knowledge of legal and ethical guidelines for the practice of community and religious counseling. Students will learn to use these guidelines to make sound decisions about professional practice. The course examines ethical and legal standards related to professional practice and the impact of personal values on the counseling process. 3 Credit Hours. *Prerequisite: CO630*

**CO 680: Pastoral Care of the Elderly** - This course provides an overview of issues, problems, and challenges that older individuals face so that those involved in pastoral care are able to recognize and respond to the needs of the aging population. Physical, cognitive, emotional, and psychological changes in the over 65 age group will be reviewed to assist the pastoral care giver in understanding issues of dependence, security, affiliation, loss, and mental health in light of elderly persons' spiritual needs. 3 Credit Hours. *Prerequisite: None*

**CO 710: Human Sexuality: A Christian Perspective** - In an atmosphere designed to de-mythologize sexuality, this course examines different sexual styles, behaviors, cultural values, and overreaction to sexual stimuli. Resources from Biblical theology and the behavioral sciences are utilized as each student is asked to develop a stance about sexuality of modern times for an effective spiritual ministry. 3 Credit Hours. *Prerequisite: None*

## **CHRISTIAN LEADERSHIP**

**LE 501 Introduction to Leadership and Leaders in the Church** - This is a study of the nature of leadership. It will introduce a practical definition of what leadership is, briefly consider the recent history of leadership research, reflect on changing paradigms in Christian leadership today, and study the differences between leadership and management. Particular focus is given to the nature of transformational leadership. The underlying purposes of the course are to: (1) provide students with an understanding of the nature of leadership and leaders, (2) lead the students in personal evaluations of their own roles as leaders and managers, (3) guide the students in making personal plans for their improvement as leaders, (4) give students a clear conceptual framework within which to understand the differences between leadership and management, along with the practical implications of those differences, and (5) increase students' critical thinking, writing skills, and report preparation. 3 Credit Hours. *Prerequisite: None*

**LE 502 Ministry Leadership Foundations** - This course is one of the required courses for students pursuing degrees in leadership. It is designed to acquaint these students, as well as pastors, chaplains, educators, and church workers with a model of healthy Christian leadership as well as a clear understanding of both servant and abusive leadership. Particular

focus is given to the centrality of Christ in Christian leadership. The underlying purposes of the course are to: (1) provide students with an understanding of a healthy Christian leader and servant leadership, (2) lead the students in personal evaluations of their own lives and ministries, (3) guide the students in making personal plans for leadership improvement, (4) provide students with an understanding of the characteristics of abusive leaders, (5) lead the students in personal evaluations of their own strengths and weaknesses as leaders, (6) guide the students in making personal plans for avoiding being abusive leaders, and (7) increase students' critical thinking, writing skills and report preparation. 3 Credit Hours. *Prerequisite: None*

**LE 503 Dynamics of Effective Christian Leaders and Followers** - This course is one of the required courses for students pursuing degrees in leadership. It is designed to acquaint these students, as well as pastors, chaplains, educators, and church workers with basic models of effective leadership and followership from a biblical perspective. Particular focus is given to the practices of effective leaders and effective followers. The underlying purposes of the course are to: (1) provide students with an understanding of the practices of effective leaders, (2) lead the students in personal evaluations of their own leadership practices, (3) guide the students in making personal plans for leadership improvement, (4) provide students with an understanding of the characteristics of healthy followers, (5) lead the students in personal evaluations of their own strengths and weaknesses as followers, (6) guide the students in making personal plans for followership improvement, (7) provide students with a comprehensive understanding of the causes and prevention of leadership derailment, and (8) increase students critical thinking, writing skills, and report preparation. 3 Credit Hours. *Prerequisite: LE502*

**LE 504 Spirituality and Leadership** - This course is the most important one in the leadership degree program. It is designed to acquaint students, as well as pastors, chaplains, educators, and church workers with a clear biblical understanding of the core role of true spirituality in Christian leadership. Particular focus is given to union with Christ as the heart of healthy Christian leadership. The underlying purposes of the course are to: (1) provide students with an understanding of true spirituality in Christian leadership, (2) lead the students in personal evaluations of their own spiritual lives and motives for ministry, (3) guide the students in making personal plans for improvement in their spiritual lives, and (4) increase students critical thinking, writing skills, and report preparation. 3 Credit Hours. *Prerequisite: LE503*

**LE 505 Contemporary Issues in Christian Leadership** - This course is one of the required courses for students pursuing degrees in leadership. It is designed to acquaint these students, as well as pastors, chaplains, educators, and church workers with an understanding of several key contemporary issues in leadership: teams, change, organizational improvisation, multiculturalism, and women in leadership. The underlying purposes of the course are to: (1) provide students with an understanding of these contemporary issues, (2) lead the students in personal evaluations of their own leadership practices, (3) guide the students in making personal plans for leadership improvement, and (4) increase students' critical thinking, writing skills and report preparation. 3 Credit Hours. *Prerequisite: LE504*

**LE 506: Leader Development in the Church & Beyond** - This course is one of the required courses for students pursuing degrees in leadership. It is designed to acquaint these students, as well as pastors, chaplains, educators, and church workers with a biblical and practical model of effective leader development. Particular focus is given to the 18 principles of how

leaders are built. The underlying purposes of the course are to: (1) provide students with an understanding of how leaders are built, (2) lead the students in personal evaluations of their own leadership development, (3) guide the students in making personal plans for building other leaders, (4) guide the students in making personal plans for their improvement as leaders, and (5) increase students' critical thinking, writing skills, and report preparation. 3 Credit Hours. *Prerequisite: LE505*

**LE 511: Christian Leadership Practicum** - This course is one of the required courses for students pursuing degrees in leadership. This course consists of a collage of practical learning experiences, dealing with the student's spiritual and character development in the context of relationships with others, on an ongoing basis throughout the degree program. It is designed to implement much of the content of the other courses in the lives of these students, pastors, chaplains, educators, and church workers. Particular focus is given to create a context for life change in all the demands of healthy leadership. The underlying purposes of the course are to: (1) lead the students in the development of their own spiritual lives, (2) lead the students in the development of their own relational lives in both areas of church and family life, (3) lead the students in the development of their own lives and ministries in the area of calling, and (4) increase students' capacity to take theoretical information and use it in a practical way to facilitate life change for themselves and others. 6 Credit Hours. *Prerequisite: None*

## **DOCTORAL PROGRAM**

NLBC&S offers three Doctorate Degrees. These are the Doctor of Ministry (D.Min.), the Doctor of Theology (Th.D.) and the Doctor of Philosophy in Christian Leadership (Ph.D.).

### **Doctor of Ministry (D.Min.)**

#### **Purpose:**

The purpose of this degree program is to equip the student for a higher level of competence in the practice of ministry than that achieved in the foundation work normally issuing in a M. Div. degree. (Association of Theological Schools, Procedures, Standards and Criteria for Membership, pp. 25). The Doctor of Ministry degree program is designed to serve the need of ministers for an experience of continuing education which renews the personal life of **faith**, further develops professional **competence**, and stimulates continued **growth**, in biblical and theological foundations for ministry.

#### **Nature of the Program:**

The program of studies leading to the Doctor of Ministry degree is a forty (40) credit program of study beyond the masters designed for men and women who are engaged in pastoral and related ministries. The candidates are challenged to develop their ministerial skills and to refine and articulate a biblical theology of ministry while in a setting of ministry.

#### **Admission:**

Admission to the Doctor of Ministry Program is on the basis of high competence in theology and ministry, as well as motivation to do research in a recognized area of ministry. Competence in theology may be demonstrated by having completed a minimum of a Master of Theology degree with a balanced curriculum, including disciplines in biblical studies, ethics, and studies in ministry. A complete transcript of previous academic work is to be submitted before an application for admission can be acted on. The equivalent of 40 semester hours of graduate work beyond the masters plus a doctoral project is required to complete the degree. Some Master's degrees may have deficiencies and the Dean reserves the right to have the student take certain foundational courses.

#### **Program Description**

The program is divided into three components:

1. Core Courses (15 semester hours)
2. Guided Reading (9 semester hours)
3. Doctoral Project (16 semester hours) *f* Proposal (4 semester hours) *f* Project (12 semester hours)

#### **Component One - Core Courses: (15 Hours)**

A 20-page paper is to be written on each of the 5 core courses covering the topic thoroughly. Each core course is worth three (3) credits.

DM801 Church Growth and Leadership  
DM803 Counseling, Family Life and Pastoral Leadership  
DM807 Conflict Management and Resolution in Church Life  
DM811 Missions in the 21st Century  
DM818 Preaching: Its Place and Importance in Contemporary Worship

The Doctoral student must submit a Bibliography of the books used for the core course papers. There is no limit on the number of pages for the core courses.

### **Component Two - Guided Readings: (9 Hours)**

Guided Readings are to reflect an area of research which is directed toward the writing of the doctoral project. The student is to choose a minimum of twenty-five (25) sizable works, approved by the Doctoral Committee, to read and write on. There is no minimum or maximum number of words to be written, but the writings must be comprehensive enough to cover the topic. This primarily constitutes Chapter 2 of the doctoral project. The completed Guided Readings are a part of the doctoral project and leads toward candidacy status.

### **Component Three – Doctoral Project (16 Hours)**

#### **Doctoral Proposal**

The student is to then write a proposal for the Doctorate, describing the project according to the prescribed format. The completed proposal is to be approved by the Doctoral Committee. The process and format for a Doctoral Proposal is described in “*Research Writing Made Easy*” and the paper titled “*Steps to Completing Your Doctoral Project/Dissertation*”.

#### **Doctoral Project**

The student is then (upon approval of the proposal) to begin writing their Doctoral Project, according to the specific format. The Doctoral Project is the finishing work for the Doctoral degree and is what provides the right to be called Doctor. It is worth 16 credits towards the degree program. The guidelines for the writing of the Project are again found in the book “*Research Writing Made Easy*”, and with the help of your doctoral project coordinator, you will be able to complete your goal.

#### **Doctoral Handbook**

Each doctoral student will be given a doctoral handbook that will walk them step by step through the doctoral program.

### **DOCTOR OF THEOLOGY - Th.D.**

**Purpose:****Nature of the Program****Admission:****Program Description****Component One - Core Courses (27 Hours)****Component Two – Special Topics (9 Hours)****Component Three - Guided Readings (4 Hours)****Component Four – Doctoral Dissertation (14 Hours)****Doctoral Proposal****Doctoral Dissertation****Doctoral Handbook**

Each doctoral student will be given a doctoral handbook that will walk them step by step through the doctoral program.

**DOCTOR OF PHILOSOPHY - Ph.D. in Christian Leadership****Purpose:**

The purpose of this degree program is to provide an opportunity for the student on a post-graduate level to achieve primacy in discipline of ministry and leadership, through original research and creative work in that area of ministry as demonstrated by a completed doctoral dissertation.

**Nature of the Program**

The Doctor of Philosophy degree is a 54-credit program beyond a masters which combines 27 credits in core courses, 9 credits in Special Topics, 4 credits in guided readings and a 14 credit Dissertation of 100 pages minimum, using the approved style of writing a five chapter dissertation.

This research degree has a primary emphasis of leadership in research within various areas of ministry. Each step of the doctorate is supervised by faculty mentors, one chosen by the student to serve as a reader and one by the University, who will serve as chairman of the committee.

### **Admission:**

For admission to the program the candidate must have a Master's degree in an appropriate discipline. A complete transcript of previous academic work is to be submitted before an application can be acted upon. These transcripts will be evaluated in terms of the entrance and graduation requirements of NLBC&S International of with due allowances for equivalencies.

### **Program Description**

The program is divided into four components:

1. Core Courses (27 semester hours)
2. Special Topics (9 semester hours)
3. Guided Reading (4 semester hours)
4. Doctoral Dissertation (14 semester hours) *f* Proposal (2 semester hours) *f* Dissertation (12 semester hours)

### **Component One - Core Courses (27 Hours)**

A 25 page paper is to be written on each of the 9 core courses covering the topic thoroughly. Each core course is worth three (3) credits.

CL701 Spiritual Formation  
CL702 The Christian Life: An Evangelical Spiritual Theology  
CL703 Church Administration and Leadership  
CL704 Interpersonal Communication and Conflict Management  
CL705 Advanced Leadership and Administration  
CL706 Spiritual Leadership Formation and Basic Principles  
CL707 Christian Ethics  
CL708 The Missionary Encounter with World Religions  
CL709 Advanced Spiritual Leadership Formation

The Doctoral student must submit a Bibliography of the books used for the core course papers. There is no limit on the number of pages for the core courses.

### **Component Two – Special Topics (9 Hours)**

The doctoral student will select three special topics from the list below. A 25-page paper is to be written on each of the 3 special topics courses covering the topic thoroughly. Each special topic course is worth three (3) credits.

CB820 Philosophy of Corporate Management  
CB840 Philosophy of Personal Management

CB850 Business Law and Ethics for Church Administrators  
CC850 Clinical Applications of Counseling in the Church  
CC860 Psychopathology, Sin and Demonic Influence  
CC870 Psychotherapy, Pastoral Counseling and Inner Healing  
CC880 Psychology and Theology – A Personal Integration  
CC890 Personality Theory, Therapy and Development  
ED820 Human Behavior  
ED830 Psychology of Learning  
ED840 Philosophy of Learning  
ED850 Educational Leadership  
RS810 Higher Criticism, Biblical Exegesis and Textual Criticism  
RS820 Contemporary Theology and Evangelical Belief  
RS830 Church History and Modern Religious Movements  
RS840 Creationism, Evolution and Biblical Theology  
RS850 Practical Theology, Contemporary Methodology and Church Life

### **Component Three - Guided Readings (4 Hours)**

Guided Readings are to reflect an area of research which is directed toward the writing of the doctoral project. The student is to choose a minimum of twenty-five (25) sizable works, approved by the Doctoral Committee, to read and write on. There is no minimum or maximum number of words to be written, but the writings must be comprehensive enough to cover the topic. This primarily constitutes Chapter 2 of the doctoral project. The completed Guided Readings are a part of the doctoral project and leads toward candidacy status.

### **Component Four – Doctoral Dissertation (14 Hours)**

#### **Doctoral Proposal**

The student is to then write a proposal for the Doctorate, describing the project according to the prescribed format. The completed proposal is to be approved by the Doctoral Committee. The process and format for a Doctoral Proposal is described in “*Research Writing Made Easy*” and the paper titled “*Steps to Completing Your Doctoral Project/Dissertation*”.

#### **Doctoral Dissertation**

The student is then (upon approval of the proposal) to begin writing their Doctoral Project, according to the specific format. The Doctoral Project is the finishing work for the Doctoral degree and is what provides the right to be called Doctor. It is worth 16 credits towards the degree program. The guidelines for the writing of the Project are again found in the book “*Research Writing Made Easy*”, and with the help of your doctoral project coordinator, you will be able to complete your goal.

#### **Doctoral Handbook**

Each doctoral student will be given a doctoral handbook that will walk them step by step through the doctoral program.