

AMERICA CENTRAL UNIVERSITY



Catalog 2024-2025

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A QUALITY EDUCATION FROM AMERICA CENTRAL UNIVERSITY

America Central University

This catalog is designed to help you understand the challenges and opportunities of America Central University of Theology today.

While this catalog was prepared on the best information available as of January, 2010, all information, including statements of fees, course offerings, and admission and graduation requirements is subject to change without notice or obligation.

President's Message

"With the heart of God, who is seeking truthful and prepared workers to harvest the already ripe field..."(John 4:35)

We are looking for truthful workers, who will help His Kingdom advance and come true on this land. There are uncountable seminaries in the world and even more numerous students graduate from them. Nonetheless, it is not uncommon to see many of them seeking other worldly pursuits instead of following the Lord's way. The number of truly prepared workers that the Lord's Church needs and seeks seems too small in comparison.

America Central University was founded upon this philosophy of producing God's prepared workers. At America Central University, theoretical and pragmatic curricula are carefully balanced in order to equip our students with professional knowledge and ministerial abilities. Moreover, America Central University prepares the students with spirituality, a worshiping heart and faith to passionately and efficiently serve God's children inside and outside of Church.

To this end, we will provide our students with the most excellent educational environment that fosters theoretical base and pragmatic abilities in them by inviting competent professors. We invite all those who desire to be his faithful servants. We would like to cultivate this land into God's Kingdom with you.

Sung Kwan Hong

Sung Kwan Hong
President of America Central University

Non-Discrimination Policy

America Central University does not discriminate on the basis of race, color, creed, sex, national origin, age, physical disability, marital status, veteran status, personal appearance, family responsibilities, political affiliation, source of income, sexual preference, the exercise of statutorily or constitutionally protected rights, or on the basis of the exercise of conduct consistent with the university's policy on academic freedom in the administration of any of its educational policies, programs, or activities, admissions policies and procedures, scholarship and loan programs, or other university administered programs. The university ensures the rights of all individuals to equal employment opportunity and excludes from its employment policies any consideration not directly and substantively related to merit and performance. The nondiscrimination policy of the university is consistent with, implements the statutory intent of, and provides procedures for discrimination complaints under:

- Sections 503 and 504 of the Rehabilitation Act of 1973 and 34 CFR 104 et seq. (pertaining to handicap/disability);
- Title VI of the Civil Rights Act of 1964 and 34 CFR 100 et seq. (pertaining to race, color and national origin);
- Title VII of the Civil Rights Act of 1964 and 29 CFR 1601 et seq. (pertaining to discrimination in employment on the basis of race, color, religion, sex, and national origin);
- Title IX of the 1972 Education Amendments and 34 CFR 106 et seq. (pertaining to sex);
- The Age Discrimination in Employment Act of 1975; and
- The Americans with Disabilities Act of 1990.

In compliance with section 402 of the Vietnam Era Veterans Readjustment Act of 1974, the university does not discriminate against any employees or applicants for employment because they are special disabled veterans or veterans of the Vietnam era, or because of their medical condition. In a continuing effort to enrich its academic environment and provide equal educational and employment opportunities, the university subscribes to the fundamental importance of a multi-cultural and diverse workforce and student body and seeks to enhance the pluralism in its programs and in the makeup of its student body, faculty and staff by actively and encouraging applications from members of all groups that are underrepresented in higher education.

Disclosure Statement

America Central University is as a religious exempt degree-granting institution. America Central University has always operated with Bureau exempt status, and in compliance with all applicable state statutes, rules, and regulations. On July 1, 2007, the Bureau ceased operations in accordance with a "sunset" provision in the state law.

America Central University has entered into a voluntary agreement with the California Department of Consumer Affairs. Under that agreement, we continue to comply with all applicable state statutes, rules, and regulations that were in effect as of the close of business on June 30, 2007.

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Motto

II Timothy 2:2 - *"And the things that thou hast heard of me among many witnesses, this same commit thou to faithful men, who shall be able to teach others also."*

LEARNING: Christian ministry necessitates the acquisition of knowledge in broad areas of thoughts and life, both within and beyond the Christian heritage. Through Biblical, historical, theological, sociological, and ministerial studies the student learns how better to understand God in relation to persons, persons in relation to God, and of persons before God in relation to each other.

LIVING: Ministry is the work of the total person; therefore, America Central University of Theology seeks to aid the student to grow in Christian wholeness. The goal is the development of stable, secure individuals who can live life in the spirit of Jesus Christ.

LOVING: Personal commitment to serve Jesus Christ as Lord is necessary for all Christian ministry. Learning contributes to one's maturity in all aspects of Christian commitment. As a person knows more about Jesus he or she will love Him more and serve Him more effectively.

Biblical Foundations Statements

ARTICLE I - THE BIBLE

We believe that the Bible is the verbally inspired Word of God, wholly without error as originally given by God, and is sufficient as our only infallible rule of faith and practice as a Christian. (II Timothy 3:16-17; II Peter 1:19-21)

ARTICLE II - SPECIAL CREATION

We believe in the special creation of the existing space time universe and all its basic systems and kinds of organisms in the six literal days of the creation week, deserved in Genesis. The universe, including life, was directly created process. (Genesis 1:1-2:3)

ARTICLE III - HISTORICITY

We believe in the full historicity and perspicuity of the Biblical records of primeval history, including the literal existence of Adam and Eve as the progenitors of all people, the literal fall and resultant divine curse on the creation, the worldwide catechism deluge, and the origin of nations and languages at the tower of Babel. (Genesis 1-2; Colossians 1:16-17)

ARTICLE IV - GOD

We believe in the one true and living God, the creator and sustainer of all things. He is infinite, eternal, and unchangeable. He is revealed to us as Father, Son, and Holy Spirit. The Father is the head of the God-head. The Kingdom shall be delivered into His hands. (Exodus 20:2-3)

ARTICLE V - JESUS CHRIST

The Son is the promised Messiah of the Old Testament. Jesus Christ was born of the Virgin Mary, hence the Codman. He was tempted in all points, yet without sin. He died on the cross to redeem man, rose again from the dead to justify the believer, and ascended to the right hand of God the Father where He intercedes for the believer. (Colossians 1:15-17; 1 Corinthians 15:3-4)

ARTICLE VI - THE HOLY SPIRIT

The Holy Spirit is the one sent from God to convict the world of sin, of righteousness, of judgment, and to regenerate and cleanse from sin. he is resident in the believers to guide, teach, and strengthen them. (John 1:33; Romans 14-16)

ARTICLE VII - MAN

We believe that man was created innocent. Adam and Eve were tempted by Satan and sinned. Because of this, men have been born in sin since that time and are by nature the children of wrath. Man cannot save himself. Only the Lord Jesus Christ can save man. (Genesis 3:16; Romans 3: 10-19)

ARTICLE VIII - SATAN

We believe that Satan is a personal devil who with his angels carries on the work of iniquity in this world. Sin is basically rebellion against God, and the end of sin is eternal separation from God. (Matthew 4:1-11)

ARTICLE IX - SALVATION

We believe that Jesus Christ is the only Savior from sin. He atoned for our sins on the cross and rose again for our justification. Apart from Jesus Christ there is no salvation. All men are under condemnation through personal sin, and escape comes only through the righteousness of Jesus Christ. The Holy Spirit regenerates the one who, by faith, makes a life commitment to Jesus. (Romans 3:23-25)

ARTICLE X - THE CHURCH

We believe that a New Testament church is a voluntary association of baptized believers in Christ who have covenanted together to follow the teaching of the New Testament doctrine, worship, and practice. We believe the only two ordinances are baptism and the Lord's Supper. We believe that a church is a democratic organization served by pastors, elders, deacons, and evangelists. (Ephesians 1:22, 23; I Timothy 3:1-13)

ARTICLE XI - RESURRECTION

We believe in the final resurrection of all men, just and unjust. We believe that those who commit their lives to Jesus Christ during this life will be raised to everlasting life, but those who are not committed to Jesus Christ in this life will be raised to everlasting condemnation. (Matthew 28:6-7; I Corinthians 15:4; Acts 1:9-11; Revelation 3:21; I Thessalonica 4:18; I Corinthians 15:51-53; Revelation 20:1-6)

ARTICLE XII - LAST THINGS

We believe in the future, personal, bodily return of Jesus Christ to the earth to judge and purge sin, to establish His eternal Kingdom and to consummate and fulfill His purpose in the works of creation and redemption with eternal rewards and punishments. (I Corinthians 15:51-58; 2 Peter 3:1-13; Revelation 20:1-6)

Academic Calendar 2024 - 2025

Dates are subject to change. Refer to quarter schedule of classes for recent changes related to holiday observances, registration deadlines, and commencement ceremonies. This is not to be construed as an employee work calendar. For purposes of degree evaluation, the academic year is defined as: fall, winter, spring, and summer quarters. Applications will be accepted for entry into programs until capacity is reached up to the beginning of the quarter.

Fall Quarter 2024	Sep. 3-Nov. 10
Student registration and orientation	Aug. 19-23
Labor Day - Academic Holiday	Sep. 2
First day of classes of the Fall Quarter	Sep. 3
Last day to add class or register late	Sep. 13
Last day to drop classes	Sep. 27
Columbus Day - Academic Holiday	Oct. 14
Last day to withdraw classes with a passing grade "WP"	Oct. 18
Final examination	Nov. 4-7
Veteran's Day – Academic Holiday	Nov. 11
Last day of classes of the Fall Quarter	Nov. 7
End of Quarter	Nov. 7
Winter Quarter 2025	Nov.25-Feb.14, 2025
Student registration and orientation	Nov. 4 -8
First day of classes of the Winter Quarter	Nov. 18
Thanksgiving Vacation - Academic Holiday	Nov. 25-29
Last day to add class or register late	Dec. 6
Christmas Vacation & New Year - Academic Holiday	Dec.23-Jan.4,2025
Last day to drop classes	Jan. 10
Martin Luther King Day - Academic Holiday	Jan. 20
Last day to withdraw classes with a passing grade "WP"	Jan. 24
Presidents’ Day - Academic Holiday	Feb. 17
Final examination	Feb. 10-14
Last day of classes of the Winter Quarter	Feb. 14
End of Quarter	Feb. 14

Spring Quarter 2025	Mar.3- May 17
Student registration and orientation	Feb. 10-14
Labor Day - Academic Holiday	Fe. 24
First day of classes of the Spring Quarter	Mar. 4
Last day to add class or register late	Mar. 14
Last day to drop classes	Mar. 28
Easter Vacation - Academic Holiday	Apr. 14-18
Last day to withdraw classes with a passing grade "WP"	Apr. 25
Final examination	May 12-16
Last day of classes of the Spring Quarter	May 16
End of Quarter	May 16
Student registration Summer 2025	May 12-16
Graduation Day	June 7
Summer Quarter 2025	Jun.2-Aug.8
Student registration and orientation	May 12-16
First day of classes of the Summer Quarter	Jun. 2
Last day to add class or register late	Jun. 20
Independence Day - Academic Holiday	Jul. 4
Last day to drop classes	Jul. 11
Last day to withdraw classes with a passing grade "WP"	Jul. 25
Final examination	Aug. 4-8
Last day of classes of the Summer Quarter	Aug. 8
End of Quarter	Aug. 8
Student registration and orientation Fall 2025	Aug.11-15

Fall Quarter 2025	Sep. 2-Nov. 8
Student registration and orientation	Aug. 18-22
Labor Day - Academic Holiday	Sep. 1
First day of classes of the Fall Quarter	Sep. 3
Last day to add class or register late	Sep. 12
Last day to drop classes	Sep. 26
Columbus Day - Academic Holiday	Oct. 13
Last day to withdraw classes with a passing grade "WP"	Oct. 17
Final examination	Nov. 3-7
Veteran's Day – Academic Holiday	Nov. 11
Last day of classes of the Fall Quarter	Nov. 8
End of Quarter	Nov. 8
Winter Quarter 2026	Nov.24-Feb.13, 2026
Student registration and orientation	Nov. 3 -7
First day of classes of the Winter Quarter	Nov. 17
Thanksgiving Vacation - Academic Holiday	Nov. 24-28
Last day to add class or register late	Dec. 5
Christmas Vacation & New Year - Academic Holiday	Dec.22-Jan.3,2026
Last day to drop classes	Jan. 9
Martin Luther King Day - Academic Holiday	Jan. 19
Last day to withdraw classes with a passing grade "WP"	Jan. 23
Presidents' Day - Academic Holiday	Feb. 16
Final examination	Feb. 9-13
Last day of classes of the Winter Quarter	Feb. 13
End of Quarter	Feb. 13

1. INSTITUTIONAL INFORMATION AND POLICIES

Mission

At America Central University, it is our mission to be a biblically centered institution of higher learning that is committed to the advancement of spiritual, intellectual, personal and professional growth of its students. The university extends the knowledge and truth of the Bible to all of its educational and spiritual programs and activities so that our students will benefit from the highest standard of scholarship.

The mission of America Central University is to offer exemplary education through its undergraduate and graduate degrees in the fields of Theology. In pursuing these goals, the university seeks to cultivate in its students:

- Intellectual and academic integrity, informal ethical values, and biblical character;
- Tolerance of social differences and diversity of cultures, and courageous aspirations towards the best for one's family, society, and the world at large;
- Creativity in critical thinking, intellectual problem-solving through effective reading and research, clear writing, and articulate speech;
- Inner drive and aptitude to exercise personal, professional, and social leadership in his or her chosen field of endeavor;
- A sense of a personal joy and fulfillment;
- A sensitivity to the needs of others and commitment to the betterment of humanity;
- Encourage a commitment to the Christian life, one of actively communicating the Christian faith, personal integrity, and social responsibility which, as it is lived out points people to Jesus Christ as the Lord of the universe and their own personal Savior;

The university will achieve its mission through emphasizing and supporting excellence in teaching, in pure and applied research, and in public service consistent with the educational emphases and goals of the university. In fulfilling of this mission, America Central University recognizes its duty to:

- Maintain a learning environment that will attract and challenge outstanding students;
- Prepare its students to succeed in rigorous professional programs;
- Provide a physical environment and support services that will help members of the university achieve their educational goals, enhance their development, and further serve as a source of pride to the university;

Purpose

America Central University is intent on helping students prepare themselves to pursue their careers and become leaders in their communities. It is the goal of America Central University to provide comprehensive education, as well as, professional training towards the award of an undergraduate or graduate degree. America Central University focuses mainly on academic excellence with its faith-based, well-structured curricula that will result in highly knowledgeable and prepared graduates.

Objectives

The fundamental objectives of the America Central University prepare its students to become professionals who:

- Are broadly educated with biblical, historical, and theological dimensions of the Gospel.
- Acquire competent knowledge concerning all aspects of Christian ministry essential for becoming ordained ministers, Christian educators, evangelists, missionaries, and lay leaders.
- Appreciate with discernment the breadth of ideas and creative expressions that have shaped humanity.
- Hold and apply a biblically-based system of values and beliefs, and ultimately articulate and live out a biblical worldview.
- Develop a commitment to cross-cultural understanding and engagement in order to function and serve in a diverse world.
- Will be able to earn a professional graduate degree in ministries or Christian education such as, Master of Divinity, Master of Religious Education, Doctor of Ministry, and Doctor of Theology.
- Will stimulate and develop their intellectual, critical and analytical abilities, and to foster their commitment to life-long learning.
- Engage in the vocations as faithful stewards of God's calling.

Founding Philosophy

America Central University is an independent private institution of higher learning, organized as a non-profit educational institution under the Corporation Laws of the State of California. The founding philosophy of America Central University is to provide education in which its professional undergraduate and graduate degrees in the fields of theology prepare individuals with a wealth of knowledge and biblical truth and understanding.

A Brief History of the University

America Central University is a co-educational institution of higher education for individuals desiring a college education. The university was organized under California Corporation Law as a non-profit public benefit corporation.

America Central University was established in the fall of 2004 as a religious exempt degree granting institution from the Bureau for Private, Postsecondary, and Vocational Education (BPPVE) and since then, has retained the approval status.

Academic Programs

America Central University currently offers the following programs:

Associate of Theology

Bachelor of Theology

Bachelor of Religious Education

Master of Theology
Master of Divinity
Master of Missiology
Master of Religious Education
Master of Christian Music

Doctor of Theology
Doctor of Ministry
Doctor of Missiology
Doctor of Religious Education

Facilities

The America Central University campus is located at 255 S. Hill Street, #405 in Los Angeles, California 90012. The university is close to the Freeway 10 and 101. Classrooms, offices, auditorium, and library are housed in a modern two-story building.

Administration Office

Office hours are from 9:00 a.m. to 5:00 p.m. Monday through Friday. All business transactions including admission, registration, counseling and payment of tuition and fees are conducted at this office.

Classrooms

Classrooms are spacious, tiled, and air-conditioned. The building, equipment, and other learning resources being used for instructional purposes comply fully with all applicable federal and state regulations and local ordinances for safety and public health.

Library

The library is located on the second floor. The library hours are from 9:00 A.M. to 4:00 P.M., Monday through Friday. All books are available to the students for a period of two weeks and are renewable for additional time if no other students reserve them.

Student Lounge

There is a student lounge located on the second floor of the school building which has tables and chairs for eating, studying, and relaxing. The lounge is equipped with a refrigerator, microwave oven, water dispenser, and coffee pot for students to use in preparing meals or snacks. Students are encouraged to use the student lounge for visiting, relaxing or studying in an atmosphere where conversations and discussion are encouraged. Students wishing a quiet atmosphere for study should use the library.

Computer Lab

The computer laboratory is located on the second floor with state of the art workstations available daily for all students to practice their computer skills and complete their assignments.

Auditorium

The university's auditorium, located on the fourth floor is large and modern. It is used for gatherings; convocations, orientations, seminars, commencement exercises, and special offerings open to the public.

Parking

There is an ample parking space for students, staff, and visitors and is well lighted during the evening.

Academic Freedom

In institutions of higher education, like America Central University, the principle of Academic Freedom is essential to the search for truth and its exposition. Freedom in research is fundamental to the advancement of knowledge. The right to Academic Freedom in teaching is fundamental for the protection of the rights of the faculty and of the students in the educational process.

These concepts of Academic Freedom are promoted at America Central University and are elaborated as follows:

- The teacher is entitled to full freedom in research and in publication of the results; subject to the adequate performance of the teacher's other academic duties. The faculty member may take on additional employment, including research for pecuniary return, without the approval of the university's officer or President of the university, provided it does not interfere with his/her duties at the university.
- Teachers are entitled to freedom in the classroom to discuss their subject, but should exercise this freedom in a responsible manner.
- Faculty members may exercise their rights as citizens when speaking or writing as citizens and should be free from institutional censorship or discipline, but the faculty member's special position in the community imposes special obligations. As a member of the teaching profession, and as a representative of an educational institution, the faculty member should remember that the public may judge his/her profession and his/her institution by his/her utterances. Hence, the faculty member should at all times be accurate, exercise appropriate restraint, show respect for the opinion of others, and make every effort to indicate that (s)he is not speaking for the university
- Any faculty member who believes that his/her rights have been abridged or ignored by an administrative officer or employees of America Central University and who is unable to obtain redress which is satisfactory to the faculty member within his/her own department, shall have the right to appeal to the President of the university.

Student Records

Student records are confidential. The Family Educational Rights and Privacy Act of 1974 as amended govern the release of information from the student's permanent record. Federal law provides for the release of information to America Central University personnel who have a legitimate educational interest or to certain government officials. Students have the right to inspect their own academic records during normal business hours. All requests for access to academic records shall be presented in writing to the Registrar's office. Students also have the right to challenge records and request correction if they believe that the records are not accurate. Such appeals must be submitted in writing to Dean of Academic Affairs. If the appeal is not reconciled to the student's satisfaction, he or she may appeal to the Grievance Committee. (See "Grievance Appeals Procedure" for details).

Drug Free Workplace Policy

America Central University has a policy of maintaining a Drug-free Workplace. All employees and students are hereby notified that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in this institution's workplace. The workplace is defined as any classrooms, hallway, restroom, parking, or storage areas that are connected to the main campus at 255 S. Hill Street #405, Los Angeles, CA 90012; or any location outside of the main campus where America Central University's programs or courses are discussed or promoted. All students must sign a drug free policy found in the administrative office during normal office hours.

Equal Opportunity/Non-Discrimination Policy

All aspects of America Central University's programs will be administered in compliance with Titles VI and VIII of the 1964 Civil Rights Act; the Age Discrimination Act of 1975, as amended; Sections 503 and 504 of the Rehabilitation Act of 1973, as amended; the Americans with Disabilities Act of 1990; Title IX of the Education Amendments of 1972. No individual will be excluded from participation in, denied benefits of, subjected to discrimination under or denied employment in the administration of or in connection with America Central University's programs because of race, color, age, disability, citizenship, handicap or political affiliation.

America Central University's commitment is that participation in any program shall be open to citizens and nationals of the United States, lawfully admitted refugees and parolees and other individuals authorized by the Attorney General to work in the United States.

America Central University's commitment is that no individual will be intimidated, threatened, coerced, or discriminated against because of filing a complaint, furnishing information or assisting or participating in any manner in an investigation, compliance review, hearing or any other activity related to the administration of America Central University's programs.

Sexual Harassment Policy

Sexual Harassment is a violation of Section 503 of Title VII of the Civil Rights Act of 1964. It is America Central University's policy that all its employees/ students have a right to work in an environment free from sexual harassment in any form. Such conduct (sexual harassment) may result in disciplinary action up to and including termination. No manager or supervisor (instructor) shall threaten or insinuate, either explicitly or otherwise to an employee/student that refusal to submit to sexual advances will adversely affect employees'/students' employment, assignment, promotion, transfer, evaluation, wages, or any other term or condition of employment/enrollment.

Sexual Harassment is defined as:

1. Unwelcomed physical or verbal contact;
2. Sexually explicit language or gestures;
3. Uninvited or unwanted sexual advances;
4. An offensive overall environment, including the use of vulgar language, the presence of sexually explicit photographs or other materials, and the telling of sexual stories or jokes.

No employee/student shall threaten or insinuate, either explicitly or otherwise that refusal to submit to sexual advances will adversely affect the entrance or participation in a program.

America Central University prohibits other sexually harassing conduct in the workplace/university,

whether committed by supervisors, nonsupervisory employees, subcontractors, students, or vendors. This includes: repeated sexual advances, propositions, unwanted flirtations, continual or repeated verbal abuse of a sexual nature; graphic verbal commentaries about a person's body; gestures; or the display in the workplace/university of sexually suggestive objects or pictures.

Any employee/student who believes that he/she has been a victim of sexual harassment in the workplace/university should notify his/her supervisor and follow the grievance procedures provided by this organization for the filing of sexual harassment complaints.

Change or Cancellation of a Class

Should enrollments drop unusually low in any one class, the university may, at its option, cancel that class and advise the remaining students to relocate to one of the other available classes. In the unforeseen cancellation of a class session, the university, at its option, may reschedule the class on a weekday or a Saturday. This will always be done giving the maximum amount of prior notice possible.

Teacher/Student Ratio

An instructor is present for all classes and all efforts are made to keep student-to-teacher ratios low.

Scheduled Classes

America Central University offers evening classes for students' convenience. Morning classes are offered as requested and available for degree completion.

Student Housing

America Central University is a commuter campus and takes no responsibility to assist students in finding suitable housing while they study here. The classified ads of local newspapers, apartment locator services and realtors are good sources for locating housing.

2. ACADEMIC REGULATIONS

Admission Requirements

Applicants seeking admission to America Central University are evaluated on the basis of academic ability sufficient to complete the selected educational program successfully within the allotted time frame. Other factors that are taken into consideration are personal and professional goals and commitment of the applicant seeking entry. To be considered for acceptance, applicants that are United States legal residences are required to provide a copy of their driver's license, social security card, and birth certificate, citizenship certificate, or green card and international applicants are required to provide a copy of their visa and passport. In addition to the requirements stated above, all applicants must be at least 18 years of age and provide evidence that they meet the minimum admission requirements by submitting the following supporting documents according to the selected course of study along with the Application for Admission:

Associate of Theology

1. A copy of the applicant's High School Diploma or G.E.D. Certificate; and
2. Official High School transcripts showing a minimum cumulative GPA of 2.00.
3. Two letters of recommendation.

Bachelor of Theology

1. A copy of the applicant's High School Diploma or G.E.D. Certificate; and
2. Official High School transcripts showing a minimum cumulative GPA of 2.00.
3. Two letters of recommendation.

Bachelor of Religious Education

1. A copy of the applicant's High School Diploma or G.E.D. Certificate; and
2. Official High School transcripts showing a minimum cumulative GPA of 2.00.
3. Two letters of recommendation.

Master of Theology

1. A copy of the applicant's Bachelor Diploma along with corresponding official transcripts showing the successful completion of the degree with a minimum cumulative GPA of 2.00; and
2. If not holding Bachelor Diploma, a confession of faith along with Senior Pastor's letter of verification of his/her faithfulness and respectable leadership in Christ; and
3. Two letters of recommendation.

Master of Divinity

1. A copy of the applicant's Bachelor Diploma along with corresponding official transcripts showing the successful completion of the degree with a minimum cumulative GPA of 2.00; and
2. If not holding Bachelor Diploma, a confession of faith along with Senior Pastor's letter of verification of his/her faithfulness and respectable leadership in Christ; and
3. Two letters of recommendation.

Master of Missiology

1. A copy of the applicant's Bachelor Diploma along with corresponding official transcripts showing the successful completion of the degree with a minimum cumulative GPA of 2.00; and
2. If not holding Bachelor Diploma, a confession of faith along with Senior Pastor's letter of verification of his/her faithfulness and respectable leadership in Christ; and
3. Two letters of recommendation.

Master of Religious Education

1. A copy of the applicant's Bachelor Diploma along with corresponding official transcripts showing the successful completion of the degree with a minimum cumulative GPA of 2.00; and
2. If not holding Bachelor Diploma, a confession of faith along with Senior Pastor's letter of verification of his/her faithfulness and respectable leadership in Christ; and
3. Two letters of recommendation.

Master of Christian Music

1. A copy of the applicant's Bachelor Diploma along with corresponding official transcripts showing the successful completion of the degree with a minimum cumulative GPA of 2.00; and
2. If not holding Bachelor Diploma, a confession of faith along with Senior Pastor's letter of verification of his/her faithfulness and respectable leadership in Christ; and
3. Two letters of recommendation.

Doctor of Theology

1. A copy of the applicant's Master of Theology. Diploma along with corresponding official transcripts showing the successful completion of the degree with a minimum cumulative GPA of 2.00; and
2. Evidence showing at least three years of post-master's, full-time (or part-time equivalent) service satisfactorily in ministry or in the field of theology; and
3. Evidence demonstrating the ability to write effectively and to produce a written doctoral project; and
4. Two letters of recommendation.

All diplomas and transcripts furnished by the applicant for the purpose of admission requirements must be from an institution that meets or exceeds the standards of America Central University and is approved by the Bureau for Private Post-secondary and Vocational Education; from an accrediting agency recognized by the U.S. Department of Education; or from a national or international institution that meets USDE standards.

Doctor of Ministry

1. A copy of the applicant's Master of Divinity. Diploma along with corresponding official transcripts showing the successful completion of the degree with a minimum cumulative GPA of 2.00; and
2. Evidence showing at least three years of post-master's, full-time (or part-time equivalent) service satisfactorily in ministry or in the field of theology; and
3. Evidence demonstrating the ability to write effectively and to produce a written doctoral project; and
4. Two letters of recommendation.

Doctor of Missiology

1. A copy of the applicant's Master of Missiology. Diploma along with corresponding official transcripts showing the successful completion of the degree with a minimum cumulative GPA of 2.00; and
2. Evidence showing at least three years of post-master's, full-time (or part-time equivalent) service satisfactorily in ministry or in the field of theology; and
3. Evidence demonstrating the ability to write effectively and to produce a written doctoral project; and
4. Two letters of recommendation.

Doctor of Religious Education

1. A copy of the applicant's Master in Religious Education. Diploma along with corresponding official transcripts showing the successful completion of the degree with a minimum cumulative GPA of 2.00; and
2. Evidence showing at least three years of post-master's, full-time (or part-time equivalent) service satisfactorily in Church education or in the field of Christian schools; and
3. Evidence demonstrating the ability to write effectively and to produce a written doctoral project; and
4. Two letters of recommendation.

Provisional Admission

In certain exceptions, degree program applicants who are unable to furnish a copy of all the required admissions documents may be provisionally accepted with the approval of the Dean. Degree program applicants on academic probation or suspension at another university may also be provisionally accepted with the approval of the Dean. Provisionally accepted students will be placed on probationary status and must receive a minimum cumulative GPA of 3.0 for the courses completed during the first quarter of acceptance or will be dismissed from the university. Students who meet the minimum GPA of 3.0 during the probationary period are placed in regular standing in the following quarter.

Special Standing Admission

Students who wish to officially enroll in selective courses, but do not wish to receive a degree may be granted a status of special standing. Students who enroll as special standing must meet the regular admissions requirements.

Auditor Admission

Students who attend classes for personal enrichment and not for academic credit may be granted auditor's status. Auditors attend class with no obligations to participate actively in the work. Auditors will receive a grade of "AU" for every course completed. Auditor students may change the course grade from audit to credit once they are accepted into a degree program (See "Audit to Credit" section of this catalog). An abbreviated admissions process is necessary to receive auditor status. Audit fees are required for each class in which auditor students enroll. Auditor students who wish to apply for entry into a degree program must submit the "Auditor to Degree Program" form and meet the existing requirements for admission to the degree program. A minimum cumulative GPA of 3.0 is required for those courses that have been taken by the student. The "Auditor to Degree Program"

form can be found at the administration office during normal business hours. Degree program students may also enroll in any course as an auditor for personal enrichment.

Admission Procedure

UNDERGRADUATE LEVEL: Each applicant must submit the following forms to the Admissions Office, accompanied by a non-refundable \$50 application Fee and \$100 Registration Fee. All forms should be received 60 days prior to the beginning of the quarter in which the student seeks enrollment.

1. Application Form for Admission
2. 50 Dollars Non-refundable Application Fee and \$100 Registration Fee.
3. A brief autobiographical Statement
4. Official Transcripts
5. Physicians' Information Form
6. Recommendations from Church Pastor or former Teacher
7. Two Recent Photographs

GRADUATE LEVEL: Each applicant must submit the following forms to the Admissions Office, accompanied by a non-refundable \$50 application fee and \$100 Registration Fee.

1. Application Form for Admission
2. 50 Dollars Non-refundable Application Fee and \$100 Registration Fee.
3. A brief autobiographical Statement
4. Official Transcripts
5. Physicians' Information Form
6. Recommendations from Church Pastor and former Teacher
7. Two Recent Photographs

The admissions committee will review various indicators of potential academic success. Any student seeking admission must possess an accredited Bachelor of Arts or its equivalent and a grade point average of 2.0 on all previous post-secondary credits to be admitted on other than a probationary status. Whenever it is deemed necessary the Admissions Committee may request a personal interview with the candidate for admission. When the necessary information and fees have been received, action will be taken on the application by the Admissions Committee. The applicant will be notified of the decision of the Committee. An approved student application to America Central University is valid for one year from the date of original approval.

Registration

Registration dates are specified in the calendar provided in this catalog. Non-refundable registration fee is \$100.00.

Measure of Quarter Units

The university currently operates on the quarter system. There are four regular quarters per year. Each quarter consists of 11 weeks. Each quarter unit represents 10 clock hours of lecture.

Academic Load Policy

The normal academic requirements for a full-time student are as follows:

Undergraduate Students: 12 units or more per quarter.

Master Students: 9 units or more per quarter.

Doctoral Students: 8 units or more per quarter.

Students with less than the specified units above are considered as part-time students.

Grading System and Transcripts

Classification of Class Standing for Undergraduate Programs

Freshmen: 0 - 45 quarter units
Sophomore: 46 - 90 quarter units
Junior: 91 - 135 quarter units
Senior: 136 or more quarter units

Grade Percent Grade Point

A 93-100 % 4.00
A- 90-92 % 3.67
B+ 87-89 % 3.33
B 83-86 % 3.00
B- 80-82 % 2.67
C+ 77-79 % 2.33
C 73-76 % 2.00
C- 70-72 % 1.67
D+ 67-69 % 1.33
D 63-66 % 1.00
D- 60-62 % 0.67
F Below 60 % 0.00
I Incomplete 0.00
P Passed course
Challenge exam 0.00
AU Audit (No Credit) 0.00
CR Credit 0.00
NC No Credit 0.00
WP Withdrawal Passing 0.00
WF Withdrawal Failing 0.00

Incomplete Grades

Any course that has an assignment due and has not been turned in by the time of final examination or failure to take the final examination will be assigned the grade of "F." student who obtains an approval from the faculty in charge to turn in the required work within a stipulated later time or take a late final examination may receive the grade of "I." The "I" is awarded for compelling reasons such as medical or deemed appropriate by the faculty in charge of the course. All course requirements that are due must be completed no later than the end of the next quarter. Otherwise, the "I" will automatically change to an "F."

Passing Grade

A student who receives a "D" in a course must repeat the course. The course in which the "D" was earned cannot be counted towards the degree major.

Repeating Courses to Raise Grade Point Average

A student who receives a grade of “C” or lower may repeat courses to raise the grade point average. Whenever a course is repeated in an attempt to raise the grade point average, only the highest grade earned will be recorded as the official grade and the lower grades will be removed from the student’s record. A course may be repeated one time.

Scholastic Honors

America Central University graduates receiving degrees will be honored in accordance with the following categories:

Graduate Honors	Cumulative GPA
Summa Cum Laude	3.90 – 4.00
Magna Cum Laude	3.70 – 3.89
Cum Laude	3.50 – 3.69

Directed Independent Study

An Independent Study course allows students to study one or more topics of importance that are related to the student's major field of study. Independent study classes may be arranged under special circumstances with the permission of the Dean. Independent study classes may not be taken at the same time that the class in question is being offered. All students that register for an independent study class will be under the direct supervision of the instructor as assigned by Dean. Students may not exceed 12 units of Independent Study courses.

Independent study class will begin on the first day of the academic quarter and end on the last day of the academic quarter. The student will be required to meet at least weekly with the assigned instructor and to complete all assignments and pass the test as prescribed by the course syllabus. Independent study may not be substituted for a class which is being regularly offered at the time.

Only those students who maintain a GPA of 3.0 or higher will be permitted to take an independent study course. All Directed Independent Study projects must be completed before the end of the term in which students are enrolled.

Directed Independent Study is not an option for international students, veterans or other students whose tuition is paid by third parties.

Distance Learning

America Central University offers certain programs through Distance Learning. A list of programs offered through Distance Learning may be obtained by contacting the administrative office. Students who wish to be admitted to the university as a Distance Learning student must submit an Admissions Application to the administration office. America Central University shall mail the first lesson and the initial study material to the student within seven days after the institution accepts the student for admission. Every course shall include all required exams, tests, projects and dissertations along with a time schedule prepared by the faculty or Dean of Academic Affairs or the School Dean containing a list of scheduled dates for each material to be returned by.

The student must return all required exams, tests, projects, and dissertations postdated no later than the scheduled dates provided, or the student's grade shall be affected accordingly by the faculty or Dean of Academic Affairs or the Dean of school. America Central University shall mail the results or

evaluation of any quizzes, exams, tests, projects, and dissertations in approximately 14 days after the university receives them.

Students who receive instruction by correspondence may contact any faculty or administrative personnel by e-mail, telephone, or in person during normal office hours to inquire about any questions regarding their program of study using the contact information provided in the front of this catalog.

Online (Correspondence) System

Online courses consists of ten sessions' implement best practices in online instruction including student interaction, active learning, rapid feedback, high expectations, and diverse teaching approaches; and involve intensive interaction with instructors, peers, and rich learning materials. America Central University makes most of the classroom lectures available in video-audio format.

Language of Instruction

The primary language of instruction is English. However, America Central University offers instructions in foreign languages for those students who are not fluent in English. Students may inquire at the administration office to determine which languages are available.

Language Requirements

Students are required to be proficient in the language of the course in which the student will be registered. Students whose primary language is not English and wish to enroll in an English taught course and international students must provide a copy of their TOEFL exam results showing a minimum score of 500 (173 on computer based exam or 61 on the Internet Based Exam).

Grade Reports

Grades are reported within two weeks of the end of the quarter. Students are notified of any grade deficiency.

Transcripts

Transcripts will be sent at the student's written request or that of any other institution authorized by the student by applying on the corresponding form. Transcripts are sent within ten working days. The first official transcript will be free of charge. There will be a charge for every additional official transcript requested. Transcript fees are listed in the financial section of this catalog.

Transfer Credit Policy

Students may transfer coursework credits earned at other institutions towards America Central University programs if the institution meets or exceeds the standards of America Central University and has jurisdictional/state approval to operate at the time of the student's attendance or if the institution is accredited by an accrediting agency recognized by the U.S. Department of Education. Coursework from other institutions must have a minimum grade of 2.0 on a scale of 4.0 and must be applicable to fulfilling the degree requirements for the respective degree programs offered at America Central University.

Copies of course descriptions from a catalog that were current for the year of attendance along with copies of course syllabi are required for all unaccredited and/or out of state institutions except for institutions approved by the Bureau for Private Postsecondary and Vocational Education (BPPVE).

All transfer units of Oriental Medicine coursework completed in California prior to 1994 also require copies of course descriptions and syllabi to be submitted regardless of the institutions approval status with the BPPVE. Work completed at exempt institutions will be evaluated on an individual basis by the approximate course content equivalency to courses offered at America Central University. Coursework from foreign institutions require transcripts to be translated by a professional service that has current membership in the National Association of Credit Evaluation Services (NACES).

Each request for a transfer of credits must be received by the Office of Admissions and Records no later than the commencement of classes for new students and by the last quarter of their program for current students who have taken one or more courses at another institution while working toward their degree at America Central University. Only one official transcript per institution attended will be accepted and must be sent directly from the institution to America Central University. Transfer credits are awarded by the Admissions Committee after review.

The maximum transferable units/credits allowable are as follows, except for veterans and eligible persons who are required to transfer all previous credits/units where appropriate:

Certificate and undergraduate Programs:	75% of total coursework
Master level Programs:	9 quarter units
Doctoral level Programs:	0 quarter units

Credit by Challenge Examination

Students may challenge courses by taking examinations developed by America Central University. In order to earn credits by challenge examination, a student must first submit a “Course Challenge Examination” application that can be obtained from the administration office during normal business hours. Once students are approved to take the Course Challenge Examination, the student is required to pay the examination fee before taking the exam.

Course Challenge Examinations will be granted to regularly enrolled students to obtain credit by challenge examination in subject matters in which they are qualified through non-traditional education or experience, and for which credit has not previously been granted for any similar course.

The examination may include written, oral, technical skills, or a combination thereof, and will be sufficiently comprehensive to determine that the student possess essentially the same knowledge and/or skills as those students who successfully completed similar courses offered at the university. The letter grade of “P” will be awarded to those who pass the course challenge examination. Those who fail, however, will receive no grade and there will be no record of non-passing of the course challenge examination on the student's permanent record.

Credit by challenge examination shall not be allowed for the purpose of earning a higher grade for a previously taken course. The only way to earn a higher grade for a course that was once taken is to repeat the course and pay normal course unit fees.

Units of credits earned through the credit by challenge examination procedure may not apply toward satisfying the residence requirements for any degree or certificate granted by the University.

Credit granted through challenge examination follows the same regulation as in the transfer credit policy and cannot exceed the maximum limits described in the section of transfer credit policy.

Audit to Credit

Once Audit students are accepted into a degree program, changes from audit to credit can be made prior to the beginning of the third week of a given quarter in which the student is taking the course he wishes to change from audit to credit. Students who wish to change from audit to credit status must fill out and submit the "Audit to Credit" form that is available in the admissions office during normal business hours.

Credit for Prior Experiential Learning

America Central University may award credits for prior experiential learning under any circumstances.

Make-up Exam Policy

Make-up assignments for missed classes, quizzes, mid-term and final exams for a specific course shall be made only by the instructor in charge and only at the discretion of the instructor. Make-up and re-test final exams may be given as follows:

- The Dean of the School shall make the final decision with respect to granting or denial of the request for make-up examination or re-test.
- If a student misses the final examination, the student must contact the instructor in charge and must secure his/her endorsement on the MAKE-UP EXAMINATION REQUEST form, which can be obtained at the Registrar's office.
- If a re-test is desired, secure the instructor's endorsement on the RE-TEST REQUEST form indicating that the student has made a good faith effort to pass the course, and could reasonably be expected to pass a re-test. The re-test is given at the discretion of the instructor in charge of the course.
- The make-up examination or re-test must be completed before the end of the fifth week of the next quarter.

A grade of "I" or incomplete will be given to the course until the results of the make-up or re-test are known.

Credit/No Credit Grading Policy

A student in good standing may elect to be graded on a Credit/No Credit basis in certain courses. A grade of Credit (CR) is awarded for work equivalent to all grades which earn 3.0 or more grade point. No credit is awarded for work equivalent to all grades which earn less than 3.0 grade points. The units earned will be counted in satisfaction of program requirements, but will be disregarded in determining a student's GPA. No Credit is a no penalty grade.

CR — credit (3.0 grade points or better), units awarded are not calculated in the GPA.

NC — no credit (less than 3.0 grade points), No units awarded, i.e., units are not calculated in the GPA.

Certain courses, at the discretion of the instructor and/or the school, may not be taken on a CR/NC basis. These courses are designated in the quarterly schedule of classes. Students who wish to be graded on a Credit/No Credit basis must submit a petition to the Administration Office by the deadline date listed in the appropriate class schedule. No Exceptions to the deadlines will be made. An evaluation on a Credit/No Credit basis may not be changed later to a letter grade, nor may the reverse occur. No exceptions to this policy will be made.

Incomplete Work

Any incomplete work for a course must be made up no later than the fifth week of the subsequent quarter in which the incomplete grade was granted or a tentative grade will be assigned to the course by the instructor and automatically becomes effective and is placed on the permanent record of the student. An instructor is under no obligation to assign an incomplete grade or to administer a make-up examination. Exceptions or extensions to this policy are made only with the approval of Dean of Academic Dean or the School Dean.

Adding or Dropping Courses

Any course can be added to your schedule within five business days of the first class session. After the fifth business day, courses cannot be added. Courses can be dropped up to four weeks after commencing classes. After that day no more changes can be made to your schedule.

Students may add or drop courses after the Add/Drop course deadlines by securing an approval from the instructor in charge or from Dean of Academic Dean or the School Dean and completing the add/drop form, available at the Registrar's office. Deadlines for adding or dropping courses are listed in the academic calendar.

The difference in tuition resulting from a reduction in the number of credits registered will be refunded to the student in accordance with the published refund policy. If the number of units is increased after the program change, the student must pay the difference in tuition.

Class Availability

The availability of each on site course listed in the catalog is contingent upon the requisite number of students registering for each course.

Enrollment Cancellation

All students have the right to cancel their enrollment for a course of instruction, including any equipment such as books, materials and supplies or any other goods related to the instruction offered in the Enrollment Agreement, until midnight of the fifth business day from which the student attended the first class. Business day means a day on which the student is scheduled to attend a class session. Cancellation shall occur when the student gives a written notice of cancellation to the registrar's office.

This can be done by mail, hand delivery, or telegram. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with postage prepaid. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement. Students will be given two "Enrollment Agreement Cancellation" forms at the time of enrolling to use in the event he/she decides to cancel their enrollment, but may use any written notice that they wish.

The "Enrollment Agreement Cancellation" forms may also be obtained at the administration office during normal business hours. If the Institution has given the student any equipment, including books or other materials, he/she shall return it to the University within 30 days following the date of the notice of cancellation. If the student fails to return any equipment, including books, or other materials, in good condition within 30 day period, the University may deduct its documented cost for the equipment, etc. from any refund that may be due to the student. Once the student pays for the equipment, it is theirs to keep without further obligation. If the student cancels their enrollment, the Institution will refund any money that he/she paid, less any deduction for equipment, etc. not timely

returned in good condition, within 30 days after your notice of cancellation is received.

Course Withdrawal with "WP"

After the deadline to drop courses, students may withdraw from a course. If the student withdraws a course before the start of the sixth week from the first day of commencing classes, the student may receive a passing withdrawal "'WP'" with the permission of the instructor in charge. All courses withdrawn after the start of the sixth week will be assigned a grade of failing withdrawal "'WF'", unless reasons for withdrawing are accepted by the Dean of the school, at which time the course will be assigned a grade of "'WP'". Students planning withdrawal from a course should contact Dean of Academic Dean or the School Dean and submit a completed withdrawal form. Students who withdraw officially will receive refunds in accordance with the posted prorated refund schedule. Students who do not officially withdraw from a course will automatically receive a grade of "'F'" and not be entitled to any refund.

Attendance and Tardiness

Students who accumulate more than four (4) unexcused absences from a regularly scheduled class are required to complete make-up assignments in order to be eligible to take the final examination. Courses that have not been completed with make-up assignments given by the instructor shall be automatically given the grade of "'I'". Students who accumulate more than six (6) unexcused absences from a regularly scheduled class are considered unofficially withdrawn from the course and are automatically given the grade of "'F'".

Excusable absences are as follows:

1. Childbirth
2. Documented illness
3. Death in the family
4. Emergency situations reported to the Dean.
5. Injury
6. Jury Duty
7. Military duty

Any student who arrives after the regularly scheduled start time of a class shall be considered **tardy**. Students who are more than 15 minutes late for a class will be considered absent unless acceptable reasons are given. Three tardies (3) shall be considered as one unexcused absence. If a student is absent on the day of final examination due to an unforeseen circumstance, a make-up examination may be arranged upon payment of the challenge examination fee and at the discretion of the professor.

Make-up Work

Students are expected to attend classes every scheduled day. If for any acceptable reason a student has to miss one or more class sessions, the student must communicate it to the administration office. The student may obtain make-up material when returning to school.

Leave of Absence

Leave of Absence may be granted to a student if acceptable reasons are presented. The official request for LEAVE OF ABSENCE form may be obtained from the Registrar's office. It should be understood that leave of absence is granted only in extreme cases and must be approved by the Dean of Academic Affairs or School Dean, who will prescribe the duration of the leave of absence and specific conditions for resumption of study.

Standards for Student Achievement

For the purpose of determining Standards of Student Achievement for course registration eligibility and maintaining financial aid from the university, students must maintain a minimum cumulative GPA of 2.0. If a student's cumulative GPA is not 2.0 or above upon completion of a program, the student will not be allowed to graduate until the student has met the minimum standards of student achievement by repeating courses to raise his/her cumulative grade point average. Students are required to make quantitative progress toward a degree by achieving a minimum completion of credits if enrolled as a full-time student. Students taking less than a full schedule are adjusted accordingly. Under special mitigating circumstances, Dean of Academic Affairs or the School Dean may rule that a student, who does not meet the above standards, may be considered to be making satisfactory progress for the purpose of determining eligibility for course registration and financial aid programs.

Academic Probation and Dismissal Policy

Students will be placed on probation if he or she fails to meet the standards of satisfactory progress requirements at the 25% point in their program. A student who fails to meet the standards of satisfactory progress at or beyond the 50% point in their program will be academically suspended for a period of one year. Upon returning, the student will be placed on probationary status and must maintain a minimum grade of 3.0 for each course for the first quarter of studies after reinstatement or the student will be permanently dismissed from the university. During probation, the student may not enroll in more than three courses (but may enroll in fewer if he or she so desires).

Dropout Policy

Students who have not registered for four (4) or more consecutive quarters are considered dropout students. Dropout students are automatically dismissed from the university. Students who wish to be reinstated will require the approval of Dean of Academic Affairs or the School Dean and must submit an Application for Readmission with the Office of Admissions and Records. A reentering student must meet any new graduation requirements which have come into effect at the time of their readmission. Students must also submit transcripts of any coursework taken at other institutions while absent from America Central University. Dropout students who are reinstated will be placed on probationary status and must receive a grade of 3.0 for the courses completed during the first quarter of reinstatement or will be permanently dismissed from the university.

Audits

Auditing a course or being allowed to take a course for non-credit means a student has obtained permission to attend the course and is not enrolled for academic credit. Thus, audit or non-credit courses cannot be dropped nor refunds issued. Audited courses are not listed on transcripts.

Cancellation of Distance Learning

The student shall have the right to cancel the agreement for Distance Learning instruction and receive a full refund before the first lesson and initial study materials are received. Cancellation is effective on the date the written notice of cancellation is mailed. America Central University shall make the refund within 30 days of the cancellation. If the first lesson and materials were sent before an effective cancellation notice was received, America Central University shall make a refund within 30 days after the student returns Distance Learning material.

America Central University shall mail all of the lessons and other material to the student if the Student

has fully paid for the program and requests all of the material in writing after having received the first lesson and initial correspondence material. If America Central University mails the balance of the material as the student requests, America Central University remains obligated to provide educational services that have been agreed to be provided, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student. The university shall refund the fees for any unwanted lessons that have been paid for and not yet sent to the student. The university shall not be obligated to refund the fees for any lessons that have been received by the student after the cancellation period.

Distanced Learning is not an option for Oriental Medicine, international students and veterans and other eligible persons receiving benefits payments.

Time Limit

Students must satisfactorily complete all requirements for the enrolled program within the specified time limits. Students who do not complete the program within the time limit shall be permanently dismissed from the university subject to exceptions in the aforementioned paragraphs.

Graduation Requirements

Students must meet the following requirements prior to graduating:

1. Successfully complete all specified requirements for the enrolled program within the time limit; and
2. Complete a graduation assessment;
3. Timely file all necessary forms for graduation;
4. Submit the graduation and commencement fees;
5. Settle all financial obligations with the university.

The Doctoral Committee

Each student enrolled in a doctoral degree program is assigned to a Doctoral Committee. The Doctoral Committee supervises the student's doctoral program. A Chair for the committee is to be assigned by the Doctoral Committee.

The Chair of the Committee, in consultation with the Dean of Academic Affairs or School Dean, selects two (2) additional committee members to be assigned to the Doctoral Committee. The candidate cannot submit any petition for the change of the Doctoral Committee.

Dissertation Project

Students are required to complete a Dissertation Project. Students are appointed a Doctoral Committee by the Dean of the school and students must submit a proposal of the Dissertation Project to the committee for approval. Once the Dissertation Project has been approved, the student must then write a dissertation, under the supervision of the Doctoral Committee, demonstrating an ability to do significant research and scholarly analysis and to present findings and conclusions with precision and clarity. An abstract of 350 words which clearly sets forth the content and conclusion of the dissertation is to be filed and signed by the Doctoral Committee Chair.

Once approved by the Doctoral Committee, two copies of the dissertation, typographically perfect and bearing the signatures of the committee, must be filed with the School Dean before the given deadline. When the final copies are filed with the School Dean, the student is asked to sign a microfilming and copyright agreement. The dissertation, including the abstract, bibliography and appendix, is no less than 150 pages but not to exceed 500 pages.

3. STUDENT SUPPORT SERVICES

Orientation

New students are given a full tour of the campus, after which students will be informed of the college's academic policies, registration process, scholastic regulations, library hours, office hours, student organizations, student code of conduct, grievance policy and procedures, and other support services available to students.

Academic Counseling

The Office of the School Dean will serve as the academic advisor or it will assign a faculty member to counsel students concerning the details of their program. Students will receive notification of the name of their academic advisor prior to their registration in the program.

Student Body Association

The students of America Central University are organized in a Student Body Association, for the purpose of promoting the best interest of students and to create a spirit of cooperation.

This association also serves as the conduit through which students can input their ideas to the University for addressing students' needs and interests.

Officers of the university Student Association, elected by the student body for the term of one year, are:

- President
- Vice-President
- Secretary
- Treasurer

Standards of Conduct and Disciplinary Policy

This university shall take disciplinary action against a student who violates the standards of personal and ethical conduct. These standards include the following:

- Academic misconduct including, but not limited to plagiarism or cheating
- Fabrication: Falsification or invention of information concerning the student's background
- Use or possession of alcoholic beverage, illegal drugs or dangerous weapon on campus
- Sexual harassment or misconduct
- Giving false statements to the university regarding application for admission
- Theft of university or personal property
- Unauthorized use of the university property
- Hazing
- Use of vulgar or abusive language to the faculty or staff; and
- Obstruction or disruption of the educational process on or off campus

Among those listed, an act of academic dishonesty is one of the most serious violations of the student code of conduct. Definitions of various forms of academic dishonesty are as follows:

- Plagiarism: Knowingly or intentionally presenting the ideas, words or work of another as one's

own.

- Cheating: Unauthorized use of study aids, examination files or receiving unauthorized assistance in any academic exercise.

The Ethical Conduct Committee of the university, composed of faculty representatives, administrators and a representative from the university Student Association, is entrusted with the task of determining the disciplinary action.

These actions shall be implemented immediately upon the findings of a violation by the Ethical Conduct Committee and include, but are not limited to:

- verbal reprimand
- written reprimand
- loss of credits
- property restitution
- temporary suspension or dismissal
- permanent dismissal

Notice of Student Rights

Students matriculated at America Central University are entitled to and are assured of the following rights:

- To receive quality educational services provided by the duly qualified and experienced faculty;
- To cancel enrollment and receive a full refund of the amount paid for tuition, fees and other instructional charges consistent with refund policies (less non-refundable fees), if notice of cancellation is delivered or mailed to the Registrar's office prior to the posted deadline;
- To discontinue his or her academic program at any time and receive a prorated refund for the part of the course not taken in accordance with the refund policy stated in the school catalog;
- With a 24 hours notice to inspect and review his or her records during the normal business hours and seek correction of errors in the records through the established administrative procedures;
- To call for a hearing in accordance with the procedures established for the purpose of resolving all types of complaints and disputes; and
- To write to the state regulatory agency or accrediting agency to register complaints and seek fair and just remedial action.

Student Complaint Procedures

Students may direct all complaints to the Director of Student Affairs. The Director of Student Affairs shall be responsible for taking action to remedy the complaint under California Education Code Section 73770.

A student may lodge a complaint by communicating orally or in writing to any teacher, administrator, admissions personnel, or counselor. Faculty, administrator, or personnel who receive a complaint shall attempt to resolve all complaints that are related to his/her duties and transmit it as soon as possible to the Dean of the School.

If a student orally delivers the complaint and the complaint is not resolved either within a reasonable period or before the student again complains about the same matter, the student is recommended to submit the complaint to the Dean of the School in writing using the university's complaint form. If the student provides a written complaint, the Dean of the School shall provide the student with a written response within 10 days of receiving the complaint, including a summary of university's investigation and disposition of

it. If the complaint or relief requested by the student is rejected, the university shall provide the students with the reasons for the rejection.

The students' participation in the complaint procedure and the disposition of a student's complaint

shall not limit or waive any of the student's other rights or remedies.

Grievance Resolution Policy and Procedures

It is the aim of the university to resolve all complaints, including but not limited to, grade disputes, alleged sexual harassment or any other form of complaint in a manner that is fair and just for all persons involved. The Grievance committee has been established for this purpose and is composed of representatives from faculty, administration and student government. The Dean of the university serves as the chair of the Grievance Committee.

All complaints against a faculty member or staff of the university, grade disputes, or requested disciplinary action against a university student must be in writing. When preparing a formal appeal to the Grievance Committee, the following information should be documented and submitted to the chair of the committee:

1. Nature of the complaint or dispute;
2. Date the alleged dispute or problem occurred;
3. Names of the individuals involved; and
4. Copies of all relevant documents.

All appeals, officially submitted to the Grievance Committee, will be administered as follows:

1. Date for hearing will be set within 30 calendar days from the date of the written grievance received by the committee, and
2. Within seven calendar days from the hearing, the Grievance Committee shall render a decision and forward it to the student via register mail.

If the ruling is not satisfactory to the student, he or she has the right to write to the Board of Trustees of the university within 15 calendar days from the date posted on the registered mail, which contained the Grievance Committee's decision. The Board of Trustees shall render a decision within 30 calendar days from the date the appeal was received by the Board.

Campus Emergency Plan

In case of emergency, it is important to remain calm and to listen for instructions from personnel in charge, whether these are school personnel or an emergency response team. In all emergencies, someone should phone 911; if this is an emergency involving the whole school and is during regular office hours, someone in administration will make the call. If this is a personal emergency, such as a medical emergency, or after hours and the office is closed, the student or a capable friend or acquaintance should make the call to 911.

If you have not had a first aid course, you may want to familiarize yourself now with the first aid survival guide at the front of the white pages in the phone directory. It addresses a variety of medical emergencies and earthquake issues. When you dial 911, be prepared to tell the operator:

1. The phone number from which you are calling;
2. The address (555 Redondo Beach Blvd., Gardena - if you are on campus);
3. and any special directions of how to find the victim (i.e., the second floor library);
4. Describe the victim's condition (i.e., unconscious, bleeding, burned, broken bones, etc.);
5. Describe what happened; how many are injured; what help is being given;
6. Give your name;
7. DO NOT HANG UP until the 911 operator tells you; they may have special questions.

Medical Emergency

All students are encouraged to maintain a medical insurance policy for themselves (and their families, if they are head of household) while studying at America Central University. A first aid kit is kept in the Registrar's office for minor medical care. Students are encouraged to provide their own first aid supplies as they know their potential medical needs better than anyone. Students are encouraged to visit their own physicians as needed to prevent medical emergencies.

Fire

In case of fire or fire drill on the campus, all persons are to proceed quickly and calmly to the main parking lot toward Toberman Street (in front of the building).

Crime

While we have experienced very little crime at America Central University, the possibility is still very real. If you are the victim of a violent criminal act, or witness one, phone 911 immediately. Also report any crime to the administration offices at the earliest possible time. Students should use caution after leaving campus at night.

4. FINANCIAL INFORMATION

Tuition

Associate of Theology	80 units	\$100.00 per unit
Bachelor of Theology	160 quarter units	\$100.00 per unit
Bachelor of Religious Education	160 quarter units	\$100.00 per unit
Master of Theology	72 quarter units	\$120.00 per unit
Master of Divinity	120 quarter units	\$100.00 per unit
Master of Missiology	72 quarter units	\$120.00 per unit
Master of Religious Education	72 quarter units	\$120.00 per unit
Master of Christian Music	72 quarter units	\$120.00 per unit
Doctor of Theology	72 quarter units	\$130.00 per unit
Doctor of Ministry	60 quarter units	\$150.00 per unit
Doctor of Missiology	60 quarter units	\$150.00 per unit
Doctor of Religious Education	72 quarter units	\$130.00 per unit

General Fees

Application Fee**	\$100.00	one time
Add/Drop Course Fee**	\$30.00	per course
Audit Fee**	\$40.00	per unit
Comprehensive Examination Fee**	\$150.00	
Challenge examination**	\$240.00	per course
Diploma Replacement Fee*	\$30.00	
Dissertation Fee**	\$300.00	
Graduation Fee**	\$200.00	
Graduation Photos	\$100.00	
Institution Equivalency Report*	\$275.00	
Make-up Exam Fee**	\$40.00	per exam
Registration Fee**	\$100.00	per quarter
Late Registration Fee**	\$150.00	
Returned Check Service Charge*	\$50.00	
Thesis Fee**	\$200.00	
Transcripts Official*	\$20.00	per copy
Transcripts Unofficial*	\$10.00	per copy
Other Documentation	\$10.00	
Pre-Internship Test Fee	\$100.00	

* Fee is non-refundable

** Fee is non-refundable, except for veterans and other eligible persons for whom it is pro-rata

Payment Policy

All tuition and fees are payable during registration.

University Scholarships

America Central University awards a limited amount of tuition scholarship on a quarter to quarter basis to truly deserving students who meet the following qualifications:

- The student must be accepted for admission.
- The student must submit an application for scholarship
- The student must satisfy the scholarship requirements established by the Scholarship Committee of the university.
- The student must submit any additional documents requested by the Scholarship Committee required for assessing the student's scholarship application.
- Apply at least two weeks prior to the beginning of any quarter.
- Maintain the minimum Standards of Student Achievement.

If a student fails to maintain the minimum Standards of Student Achievement, financial aid may be terminated after a one quarter grace period until the required levels are reached. A student who loses eligibility for financial aid may re-establish eligibility by maintaining the minimum Standards of Student Achievement. Students that are admitted provisionally are not eligible for university scholarships. Further detail regarding America Central University's scholarship programs and its requirements may be found at the administration office.

Following are some scholarships which have been established:

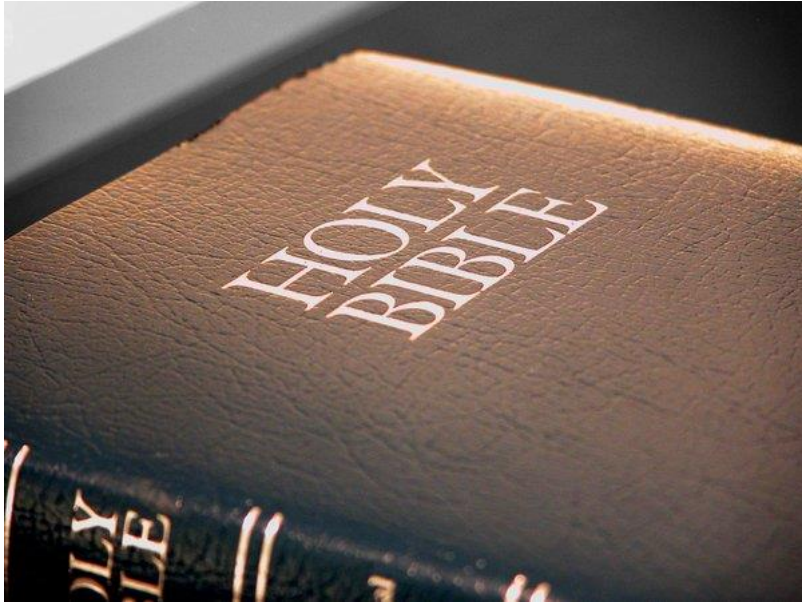
1. International Evangelism Association Scholarship
2. President's Scholarship
3. Alumni Scholarship
4. Academic Scholarship
5. Active Foreign Missionary Tuition Scholarship
6. Music Student Scholarship
7. Senior Citizen Tuition Scholarship
8. Spouse Tuition Scholarship

Refund Policy

Tuition refunds are made for withdrawal from a course(s) when an official Schedule Adjustment (Drop/Add) Form is filed with the Registrar. Students may withdraw from a course and receive a full refund any time prior to the beginning of the course or during the first week of a quarter. The date of withdrawal is certified as the date on which the Schedule Adjustment (Drop/Add) Form is filed with the Registrar (not the date of the last class attended). Failure to attend class does not constitute withdrawal. Students failing to properly withdraw from a course will not receive a refund. Refunds are issued according to the following schedule minus any nonrefundable fees:

100% refund Friday, 1st week
75% refund Friday 2nd week
50% refund Friday, 3rd week
25% refund Friday, 4th week
No Refunds after the 4th week

5. DEGREES OFFERED



Associate of Theology

Bachelor of Theology
Bachelor of Religious Education

Master of Theology
Master of Divinity
Master of Missiology
Master of Religious Education
Master of Christian Music

Doctor of Theology
Doctor of Ministry
Doctor of Missiology
Doctor of Religious Education

Associate of Theology **80 quarter units**

The associate level program is designed to equip the layman for Christian service and for ministers who want to be better equipped for Christian ministry --such as pastors, associate pastors or evangelists.

This program requires 80 quarter units of academic credit for graduation. A student in the diploma program must have completed high school or have an equivalent certificate.

Graduates of Associate of Theology are able to serve the Christian community as lay leaders, Christian educators, and associate pastors.

Degree Requirements

- Successfully complete a minimum of 80 quarter units of the following coursework with a cumulative Grade Point Average of 2.0 on a 4.0 scale:
 - Successfully complete 20 quarter units of general education
 - Successfully complete 40 quarter units of required courses.
 - Successfully complete 20 quarter units of unrestricted electives, or 10 quarter units of unrestricted electives and 10 quarter units of concentration required courses. Students may choose from the following areas of concentration:
 - Education
 - Christian Counseling
 - Church Music
 - Mission
 - Social Welfare

Time Limit

The Associate of Theology program must be completed within 3 years from the time the student commenced the first course, as a regular student, which applies to the degree requirements. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

Suggested Required Courses

First Year

BBL 101 Old Testament Survey I
BBL 102 Old Testament Survey II
BBL 103 New Testament Survey I
BBL 104 New Testament Survey II
BBL 209 Principles of Bible Study
BBL 213 Pastoral Work
ENG 302 Introduction to English Bible Survey
ETH 401 Introduction to Christian Ethics
PHL 101 Philosophy of Religion

Second Year

- MIN 301 Introduction of Practical Theology
- MIN 304 Introduction to Evangelism
- MIN 401 Foundations of Preaching
- MSN 462 History of Christian Mission
- HIS 306 History of the Bible
- BBL 301 Interpretation of the Bible
- MIN 309 Introduction to Christian Field Education

Bachelor of Theology **160 quarter units**

The Bachelor of Theology is designed as a seminary-track curriculum with an emphasis on the study of the Bible. It is the foundational degree for those seeking to enter a seminary. Upon completion of the program, graduates will be well prepared to enter a theological seminary to pursue an educational program leading to the award of a Master degree in preparation for a career as an ordained minister.

Graduates of Bachelor of Theology are able to serve the Christian Community as Christian educators, missionary workers, youth ministers, Christian counselors, or Sunday school coordinators.

Degree Requirements

- Successfully complete a minimum of 160 quarter units of the following coursework with a cumulative Grade Point Average of 2.0 on a 4.0 scale:
 - Successfully complete 40 quarter units of general education
 - Successfully complete 80 quarter units of Common Core Courses.
 - Successfully complete 40 quarter units of unrestricted electives, or 20 quarter units of unrestricted electives and 20 quarter units of concentration required courses. Students may choose from the following areas of concentration:
 - Education
 - Christian Counseling
 - Church Music
 - Mission
 - Social Welfare
- Successfully complete the degree requirements within the time limit.

Time Limit

The Bachelor of Theology program must be completed within 6 years from the time the student commenced the first course, as a regular student, which applies to the degree requirements. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

Bachelor of Theology – Suggested Concentrated Common Core Classes

FIRST YEAR CONCENTRATION

BBL 105 Introduction to the Old Testament (4 quarter units)

BBL 106 Introduction to the New Testament (4 quarter units)

BBL 107 Bible Study Methods (4 quarter units)

PHL 101 Philosophy of Religion (4 quarter units)

MUS 107 Church and Worship (4 quarter units)

PSY 101 Psychology of Religion (4 quarter units)

SECOND YEAR CONCENTRATION

BBL 201 The background of the Bible (4 quarter units)

BBL 203 The Life of Christ (4 quarter units)

MUS 101 Introduction to Christian Music (4 quarter units)

ETH 201 Introduction to Christian Ethnics (4 quarter units)

CED 201 Introduction to Christian Education (4 quarter units)

PTL 201 Pastoral Ministry (4 quarter units)

THIRD YEAR CONCENTRATION

CHC 301 History of the Christian Church (4 quarter units)

BBL 301 Interpretation of the Bible (4 quarter units)

CED 301 Discipleship Theology (4 quarter units)

MIS 301 Introduction to World Missions (4 quarter units)

PHL 301 Apologetics (4 quarter units)

CSL 201 Introduction to Christian Counseling (4 quarter units)

FOURTH YEAR CONCENTRATION

PRT 201 Foundation of Preaching (4 quarter units)

BBL 401 Bible Exposition (4 quarter units)

CED 401 Principles of Leadership (4 quarter units)

EVG 401 Introduction of Evangelism (4 quarter units)

THL 409 Seminar: Theological Studies (4 quarter units)

THL 411 Field Practicum (4 quarter units)

Bachelor of Religious Education **160 quarter units**

The Bachelor of Religious Education is designed as a seminary-track curriculum with an emphasis on the study of the Religious Education. It is the foundational degree for those seeking to enter Christian schools to teach the Bible. Upon completion of the program, graduates will be well prepared to enter a theological seminary to pursue an educational program leading to the award of a Master degree in preparation for a career as an ordained minister.

Graduates of Bachelor of Religious Education are able to serve the Christian Community as Christian educators, missionary workers, youth ministers, Christian counselors, or Sunday school coordinators.

Degree Requirements

- Successfully complete a minimum of 160 quarter units of the following coursework with a cumulative Grade Point average of 2.0 on a 4.0 scale:

- Successfully complete 40 quarter units of general education
- Successfully complete 80 quarter units of common core classes
- Successfully complete 40 quarter units of unrestricted electives, or 20 quarter units of unrestricted electives and 20 quarter units of concentration required courses. Students may choose from the following areas of concentration:

- Education
- Christian Counseling
- Church Music
- Mission
- Social Welfare
- Successfully complete the degree requirements within the time limit.

Time Limit

The BA in Theology program must be completed within 6 years from the time the student commenced the first course, as a regular student, which applies to the degree requirements. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

Bachelor of Religious Education – Suggested concentrated common core classes

**80 quarter units required*

FIRST YEAR CONCENTRATION

BBL 105 Introduction to the Old Testament (4 quarter units)

BBL 106 Introduction to the New Testament (4 quarter units)

BBL 107 Bible Study Methods (4 quarter units)

PHL 101 Philosophy of Religion (4 quarter units)

MUS 107 Church and Worship (4 quarter units)

PSY 101 Psychology of Religion (4 quarter units)

SECOND YEAR CONCENTRATION

CED 203 Sunday School Ministry (4 quarter units)

BBL 203 The Life of Christ (4 quarter units)

MUS 101 Introduction to Christian Music (4 quarter units)

ETH 201 Introduction to Christian Ethnics (4 quarter units)

CED 201 Introduction to Christian Education (4 quarter units)

EVG 401 Introduction to Evangelism (4 quarter units)

THIRD YEAR CONCENTRATION

CHC 301 History of the Christian Church (4 quarter units)

PTL 201 Pastoral Research and Writing (4 quarter units)

CSL 201 Introduction to Christian Counseling (4 quarter units)

MIS 301 Introduction to World Missions (4 quarter units)

CED 303 History of Christian Education (4 quarter units)

MUS 302 Hymnology (4 quarter units)

FOURTH YEAR CONCENTRATION

CED 401 Principles of Leadership (4 quarter units)

CED 405 Programming for Successful Adult Education (4 quarter units)

CED 407 Introduction to Principles of Teaching (4 quarter units)

CED 409 Seminar: Christian Education (4 quarter units)

BBL 501 The Doctrine of Inspiration (4 quarter units)

CED 411 Camp Leadership (4 quarter units)

General Education Courses

**40 quarter units required*

Select 48 quarter units of courses from the following Restricted Electives.

Course No.	Course Title	Units/Hours
ANT 101	Introduction to Anthropology	4/40
CHI 101	Chinese I	4/40
CHI 102	Chinese II	4/40
CMP 101	Basic Computer Operations	4/40
ENG 101	English I	4/40
ENG 102	English II	4/40
ENG 103	Modern Novels	4/40
ETH 101	Beginning Ethics	4/40
GER 101	German I	4/40
GER 102	German II	4/40
GOV 101	US Government	4/40
HIS 101	World History	4/40
HIS 102	History of Western Civilization	4/40
HIS 103	US History	4/40
HIS 104	History of Eastern Culture	4/40
KOR 101	Korean I	4/40
KOR 102	Korean II	4/40
LAT 101	Latin I	4/40
LAT 102	Latin II	4/40
LIT 101	American Literature I	4/40
LIT 103	American Literature II	4/40
LIT 105	World Literature I	4/40
LIT 107	World Literature II	4/40
LIT 109	Korean Literature I	4/40
LIT 111	Korean Literature II	4/40
MTH 101	Mathematics I	4/40
MTH 102	Mathematics II	4/40
MUS 101	Fundamentals of Music	4/40
PHL 101	Introduction to Philosophy	4/40
POL 101	Political Science	4/40
PSY 101	Introduction to Psychology	4/40
SOC 101	Principles of Sociology	4/40
SPN 101	Spanish I	4/40
SPN 102	Spanish II	4/40
WPC 101	Word Processing I	4/40
WPC 102	Word Processing II	4/40

Unrestricted Electives

In consultation with his/her advisor, the Bachelor of Theology Degree student will choose a minimum of 52 quarter units of electives from any of the courses listed in the BA in Theology course list, or 28 quarter units of electives from any of the courses listed in the BA in Theology course list and 24 quarter units of Concentration Core Courses to obtain a focused concentration in the area of Education, Christian Counseling, Church Music, Mission, or Social Welfare.

Concentration Courses

Select 24 quarter units of courses from the following concentration required courses areas to obtain a focused concentration in specific

Education Concentration Core Courses

Course No.	Course Title	Units/Hours
EDU 201	Philosophy of Christian Education	4/40
EDU 202	Ministry to special Children and Adults	4/40
EDU 203	Church Discipline	4/40
EDU 204	Effective teaching	4/40
EDU 205	Small Group Ministries	4/40
EDU 206	Programming for successful Adult Education	4/40
EDU 207	Teaching Techniques	4/40
EDU 208	Seminar : Christian Education	4/40
EDU 209	Camp Leadership	4/40
EDU 302	Principles of Teaching and Learning	4/40
EDU 303	Curriculum Development	4/40
EDU 304	Development of Children	4/40
EDU 305	Educational Leadership and Administration	4/40
EDU 307	Teaching of Christ	4/40
EDU 308	Children and Youth Education	4/40
EDU 310	History of Christian Education	4/40
EDU 311	Philosophy of Christian Education	4/40

Christian Counseling Concentration Core Courses

Course No.	Course Title	Units/Hours
CSL 431	Introduction to Christian Counseling	4/40
CSL 432	Personality Development	4/40
CSL 433	Biblical Models for Marriage and Family Counseling	4/40
CSL 434	Techniques of Christian Counseling	4/40
CSL 435	Application of Biblical Truth to Counseling	4/40
CSL 436	Pastoral Counseling	4/40

Christian Music Concentration Core Courses

Course No.	Course Title	Units/Hours
MUS 113	Music Fundamentals,	4/40
MUS 114	Music Theory I,	4/40
MUS 115	History of Music	4/40

MUS 116 Hymnology	4/40
MUS 117 Song Learning	4/40
MUS 304 Introduction to Music Composition	4/40
MUS 306 Introduction to Conducting	4/40
MUS 401 Basic Piano Skills	4/40
MUS 404 Basic Organ Skills	4/40
MUS 422 Basic Guitar Skills	4/40
MUS 449 Basic Voice Skills	4/40
MUS 452 Beginning Chorus	4/40

Mission Concentration Core Courses

Course No. Course Title	Units/Hours
MSN 460 World Religions	4/40
MSN 461 Introduction to World Mission	4/40
MSN 462 History of Christian Mission	4/40
MSN 463 Missionary Anthropology	4/40
MSN 464 Missionary Methods	4/40
MSN 465 Intercultural Communication	4/40

Social Welfare Concentration Core Courses

Course No. Course Title	Units/Hours
SWF 101 Introduction to Social Welfare	4/40
SWF 102 Human Behavior and Environment	4/40
SWF 103 Community Theory and Practice	4/40
SWF 201 Current Topics in Social Work Practice	4/40
SWF 202 Social Policy	4/40
SWF 203 Social Work Practice	4/40

General Education Course Descriptions (Bachelor)

ANT 101 Introduction to Anthropology, 4 quarter units/40 clock hours

Prerequisite: None

This course is an introduction to the concept of Anthropology, the relevance of Anthropology, with emphasis on culture relativity.

CHI 101 Chinese I, 4 quarter units/40 clock hours, Prerequisite: None

This course offers basic Chinese as a second language. A study of grammar, diction spelling, and usage is also covered.

CHI 102 Chinese II, 4 quarter units/40 clock hours

Prerequisite: CHI101 or approval of instructor

This course offers advanced studies in the Chinese language that furthers the ability to read Chinese.

CMP 101 Basic Computer Operations, 4 quarter units/40 clock hours

Prerequisite: None

This is an introductory course for those without prior experience in computer operations. Students will learn how to use popular word processing software, spreadsheets, and graphics to increase their

effectiveness as end users.

Students will also learn the fundamentals of software installation, troubleshooting, and upgrading.

ENG 101 English I, 4 quarter units/40 clock hours, Prerequisite: None

The course is an intensive study of the fundamentals of English grammar, usage, diction, sentence structure, vocabulary building, punctuation, and paragraph development. The eight parts of speech and common grammatical mistakes will be studied in depth.

ENG 102 English II, 4 quarter units/40 clock hours,

Prerequisite: ENG101 or approval of instructor

This course is designed to develop strong writing skills with an emphasis on grammar. Correct usage, punctuation, capitalization, spelling, and effective expression are emphasized. This course will require production of compositions on current affairs, past experience, cultural heritage, and other topics.

ENG 103 Modern Novels, 4 quarter units/40 clock hours

Prerequisite: ENG102 or approval of instructor

A developmental study of novels as a literary form; emphasis on critical reading and writing through study of novels through major writers such as Turain, Conrad, Dickens, Hemingway, and others.

ETH 101 Beginning Ethics, 4 quarter units/40 clock hours

Prerequisite: PHL101 or approval of instructor

This course is an introduction to the ample definition of ethics. In this course the student will be introduced to the relationship of Ethics and Philosophy. Also it will include the real definition of Morality.

GER 101 German I, 4 quarter units/40 clock hours, Prerequisite: None

This course is for mastering word studies and grammar in German. This course is designed for the student who does not have a German language background.

GER 102 German II, 4 quarter units/40 clock hours

Prerequisite: GER101 or approval of instructor

This German writing course is designed to acquaint the student with principles of effective German composition. Critical thinking skills and analysis of German literature are included.

GOV 101 US Government, 4 quarter units/40 clock hours, Prerequisite: None

The study of the United States Government will be the main topic of this course, with appraisals of the weaknesses and strengths of the executive and legislative branches.

HIS 101 World History, 4 quarter units/40 clock hours, Prerequisite: None

This is the study of the origins and development of major civilizations from early beginning through the renaissance period, cultural, and societal, considerations will be explored.

HIS 102 History of Western Civilization, 4 quarter units/40 clock hours

Prerequisite: HIS101 or approval of instructor

This is an introduction of the United States of America History. This course will include studies of history from the colonization through the Second World War.

HIS 103 US History, 4 quarter units/40 clock hours

Prerequisite: HIS102 or approval of instructor

This course is a study of the Western Civilization from the Renaissance period through the developmental stages of Western society to the present time with emphasis on the political, economic, and religious impact upon our lives.

HIS 104 History of Eastern Culture, 4 quarter units/40 clock hours

Prerequisite: HIS101 or approval of instructor

This is an introduction of the Cultural History of Asia. This course will include studies of history from the ancient civilization through the modern age.

KOR 101 Korean I, 4 quarter units/40 clock hours, Prerequisite: None

This course will cover pronunciation, grammar, reading and speaking of Korean with an emphasis on vocabulary building and writing simple sentences. It will also provide an initial exposure to the Korean language, history, and cultural heritage.

KOR 102 Korean II, 4 quarter units/40 clock hours

Prerequisite: KOR101 or approval of instructor

This is a continuation of KOR101 and is designed to develop strong writing skills with an emphasis on grammar. Correct usage, punctuation, capitalization, spelling, and effective expression are emphasized.

LAT 101 Latin I, 4 quarter units/40 clock hours, Prerequisite: None

This course builds and strengthens comprehension of the Latin Language through reading and translation. Students will acquire a working vocabulary, the fundamentals of grammar, and an understanding of the language.

LAT 102 Latin II, 4 quarter units/40 clock hours

Prerequisite: LAT101 or approval of instructor

This course is a continuation of the study of the Latin language. Vocabulary and its derivatives and Romance languages will be studied. There will be an emphasis on English derivatives from Latin vocabulary. Students will study Roman culture and history.

LIT 101 American Literature I, 4 quarter units/40 clock hours

Prerequisite: ENG101 or approval of instructor

This is an introductory course to the American Literature. It will help the student discover the life of the imagination and the power of literature.

It will also provide a balanced coverage of the rich diversity of our literary culture. It will be aimed at the interaction of classics and moderns.

LIT 103 American Literature II, 4 quarter units/40 clock hours

Prerequisite: LIT101 or approval of instructor

This is a continuation of the American Literature. It will continue presenting the interaction of classic and modern forms of literature.

LIT 105 World Literature I, 4 quarter units/40 clock hours

Prerequisite: ENG101 or approval of instructor

This is an introduction to World Literature. Included in this class will be the study of multicultural literacy and contemporary writers.

LIT 107 World Literature II, 4 quarter units/40 clock hours

Prerequisite: LIT105 or approval of instructor

This is a continuation of the World Literature. Included in this part will be the Juxtapositions that help

the students see the presence of the past or the continuity of perennial themes in works rooted in diverse cultural traditions.

LIT 109 Korean Literature I, 4 quarter units/40 clock hours

Prerequisite: KOR102 or approval of instructor

This is an introductory course to Korean Literature. It will help the student discover the life of the imagination and the power of literature. It will also provide a balanced coverage of the rich diversity of Korean literary culture. It will be aimed at the interaction of classics and moderns.

LIT 111 Korean Literature II 4 quarter units/40 clock hours

Prerequisite: LIT109 or approval of instructor

This is a continuation of Korean Literature. It will continue presenting the interaction of classic and modern forms of literature.

MTH 101 Mathematics I, 4 quarter units/40 clock hours Prerequisite: None

This is an introductory course intended to foster logical thinking and problem solving skills. The course emphasizes whole numbers, fractions, decimals, geometry, algebra, elementary statistics, and linear equations.

MTH 102 Mathematics II, 4 quarter units/40 clock hours

Prerequisite: MTH101 or approval of instructor

This is a continuation of MTH 101. During this course, the student will be taught statistical information. The Range, the Median, the Mode, the Mean, and other variables of measurement will be studied.

MUS 101 Fundamentals of Music, 4 quarter units/40 clock hours

Prerequisite: None

This course deals with the fundamentals and principles of music. Students will be introduced to the elements of music: pitch and rhythm symbols, meter and time signatures, melody, scales, intervals, and chord structure.

PHL 101 Introduction to Philosophy, 4 quarter units/40 clock hours

Prerequisite: None

This course is a survey and critical analysis of the various systems of philosophy, philosophical ideas, and major philosophers and their theories in the light of both logic and Scripture. The coverage is from pre-Christian to modern times.

POL 101 Political Science, 4 quarter units/40 clock hours, Prerequisite: None

The student will learn about selected topics on the political, social, and cultural aspects of the United States of America, with particular emphasis on reform and social change.

PSY 101 Introduction to Psychology, 4 quarter units/40 clock hours

Prerequisite: None

This course is a study of the nature of man and human behavior, giving special attention to various factors associated with the development of personality and behavior patterns, and coping strategies for dealing with stress.

SOC 101 Principles of Sociology, 4 quarter units/40 clock hours

Prerequisite: None

This is an introduction to sociology analysis, studying social interaction, social processes, society, culture, social structures, and other concepts fundamental to sociological understanding.

SPN 101 Spanish I, 4 quarter units/40 clock hours, Prerequisite: None

This course will cover pronunciation, grammar, reading and speaking of Spanish with an emphasis on vocabulary building and writing simple sentences. It will also provide an initial exposure to the Spanish language, history, and cultural heritage.

SPN 102 Spanish II, 4 quarter units/40 clock hours

Prerequisite: SPN101 or approval of Instructor

This course is a continuation of Spanish I. The student will learn Spanish language composition and conversation.

WPC 101 Word Processing I, 4 quarter units/40 clock hours, Prerequisite: None

This course segment acquaints the student with up-to-date word processing software and begins the learning with creating and saving a document; bold text; cutting and pasting; and other basic word processing procedures.

WPC 102 Word Processing II, 4 quarter units/40 clock hours

Prerequisite: WPC101 or approval of instructor

This course segment continues with the word processing software and emphasizes more advanced editing processes.

COMMON CORE CLASS DESCRIPTIONS (ASSOCIATE & BACHELOR)

BBL 101 Old Testament Survey I (4 quarter units)

A broad survey of Genesis through Song of Solomon including overall themes, divisions, main problems and spiritual principles of these books in relation to their background and Christianity today.

BBL 102 Old Testament Survey II (4 quarter units)

Continuation of BBL 101.

BBL 103 New Testament Survey (4 quarter units)

A general overview of the New Testament including theme, major divisions, problems, and lessons from each book

BBL 104 New Testament Survey II (4 quarter units)

Continuation of BBL 103

BBL 105 Introduction to the Old Testament (4 quarter units)

A summary study of the organization and content of the books with special attention given to the canon and problems of authorship, dating and authenticity.

BBL 106 Introduction to the New Testament (4 quarter units)

Study of manuscript evidence, canon, authorship, dating, organization and messages of the books.

BBL 201 The Background of the Bible (4 quarter units)

Significant events and people of the intertestamental period; life and customs of various ethnic and religious group in the first century A.D.

BBL 203 The Life of Christ (4 quarter units)

A study of Christ's earthly life using a harmony of the Gospels.

BBL 301 Interpretation of the Bible (4 quarter units)

This course focuses on the authority, nature, and interpretation (hermeneutics) of the Scriptures.

BBL 401 Bible Exposition (4 quarter units)

Major discoveries which deal with historical people, places and even of the Bible and their bearing upon the accuracy of the Old Testament and New Testament exposition.

BBL 501 The Doctrine of Inspiration (4 quarter units)

Brief historical survey of the doctrine; scriptural and theological arguments for plenary verbal inspiration and biblical inerrancy.

CSL 201 Introduction to Christian Counseling (4 quarter units)

Biblical principles that will help identify and suggest solution for problems encountered in ministry; Christian counseling and techniques.

CED 201 Introduction to Christian Education (4 quarter units)

Brief history and importance of Christian education in the local Church; organization of the Church's educational program, planning and development; leadership recruitment and training; staff relationship.

CED 203 Sunday School Ministry (4 quarter units)

Analysis of curriculum and related materials of the major publishing houses as to doctrinal positions and practical usefulness in the church's educational program.

CED 301 Discipleship Theology (4 quarter units)

The nature, method and uses of Christian apologetics; a biblical response to some attacks on Christian faith.

CED 303 History of Christian Education (4 quarter units)

Brief history and importance of Christian education in the local church; organization of the church's educational program; planning and development; leadership recruitment and training; staff relationship.

CED 401 Principles of Leadership (4 quarter units)

Investigation into leadership theory and practice leading to the development of a bibliocentric philosophy of leadership; practice of basic leadership skills; and study of application of concepts in the Church and Para church agencies.

CED 405 Programming for Successful Adult Education (4 quarter units)

A study of adult needs; practical methods to involve them in Sunday school and other related programs.

CED 407 Introduction to Principles of Teaching (4 quarter units)

Preparations and presentation of various styles of lessons, such as: visual aids, drama, puppets, news report, pantomime, quizzes, puzzles, and games. \

CED 409 Seminar: Christian Education (4 quarter units)

Directed research in the field of Christian Education in an area of the student's interest or needs.

CED 411 Camp Leadership (4 quarter units)

Philosophy and administration of a church camp; preparing the program including such things as personal counseling, worship, introduction classes, music, crafts and recreations.

CHC 301 History of the Christian Church (4 quarter units)

The growth and development of the Christian church in America and the rise of denominations in this land.

ETH 201 Introduction to Christian Ethics (4 quarter units)

Structure and content of Christian ethics; goal, motive, and norm of the Christian life; analysis of technical issues of authority, life, sexuality, property and truthfulness.

EVG 401 Introduction to Evangelism (4 quarter units)

The practical examination of the theology of evangelism and discipleship with an emphasis on developing the skills of personal evangelism and equipping other to share their faith.

MIS 301 Introduction to World Missions (4 quarter units)

The nature of Man and his culture with special emphasis on the principles, history, and methodology of world-wide missions.

MUS 101 Introduction to Christian Music (4 quarter units)

A survey to develop a practical, biblical philosophy of church music; methodology and principles for the staff or pastor.

MUS 107 Church and Worship (4 quarter units)

An introduction to the principles and practices of Christian worship. The course deals with biblical and church-historical perspectives on and practices of worship.

MUS 302 Hymnology (4 quarter units)

The study of congregational singing of psalms and hymns which involves a focus on texts, tunes, authors, composers, and historical and contemporary traditions, but also on performance practice and the integration of such singing in Christian worship.

PHL 101 Philosophy of Religion (4 quarter units)

Study of the arguments for and against the rationality of religious beliefs and a religious worldview. It also has interest in the analysis of religious language and the clarification of the relation between religious and other sorts of explanations.

PHL 301 Apologetics (4 quarter units)

The course will seek to formulate the rational basis for believing in Christian theism, with responses to objections and critiques of competing worldviews.

PRT 201 Foundation of Preaching (4 quarter units)

A study of the techniques and fundamentals of sermon construction and persuasive delivery of expository sermons.

PSY 101 Psychology of Religion (4 quarter units)

This course involves a study of the development of religious attitudes and the psychological factors involved in religious cultures. This course will explore religion from a psychological, not a theological, perspective.

PTL 201 Pastoral Ministry (4 quarter units)

Pastoral theology and general pastoral care; biblical and professional standards of ministerial conduct.

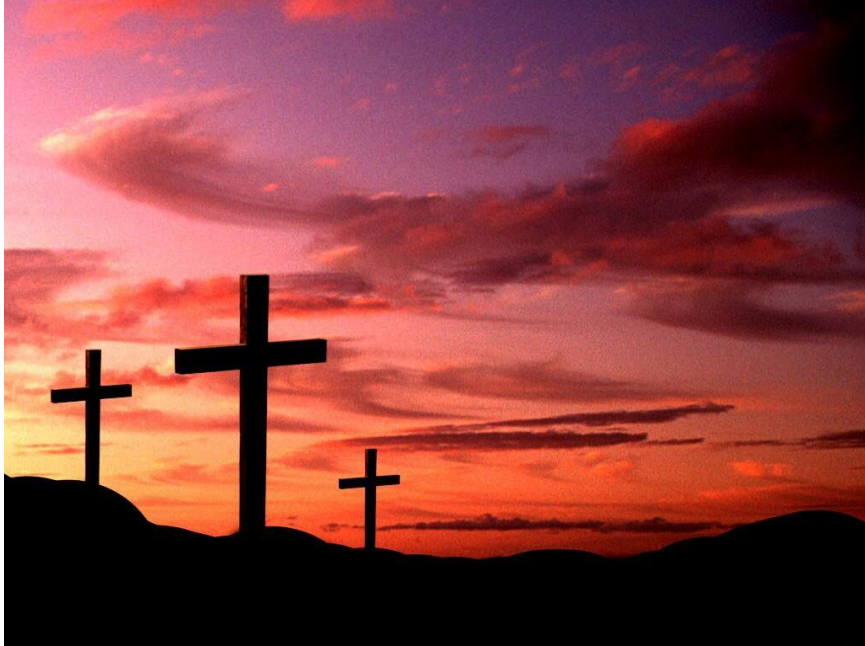
THL 409 Seminar: Theological Studies (4 quarter units)

Directed research in some theological area of the student's interest or needs.

THL 411 Field Practicum (4 quarter units)

A course designed to help student choose areas of ministry suitable to their interest and abilities; practical suggestions pertaining to the area of responsibility and interpersonal relationship; potential problems that may be encountered.

MASTERS PROGRAM



MASTER OF THEOLOGY

MASTER OF CHRISTIAN MUSIC

MASTER OF RELIGIOUS EDUCATION

MASTER OF MISSIOLOGY

MASTER OF DIVINITY

Master of Theology Program **72 quarter units**

The Master of Theology degree is an advanced academic degree intended to prepare students to increase their knowledge of a major field of theological learning, particularly through training and practice in the use of the methods and tools of theological research, and thus to further his preparation for a teaching or pastoral ministry or for more advanced graduate study such as the Doctor of Theology program. The areas of majors are offered as follows: Biblical Studies, Theological Studies, Church History, Apologetics, Christian Education and Christian Counseling.

Graduates of Master of Theology are able to serve the Christian community as competent Bible expositors who are qualified to serve God effectively as pastors, missionaries, or leaders in other areas of vocational Christian ministry.

Prerequisites

- Possess a Master of Divinity degree or its equivalent from an approved seminary with accumulative grade point average of 2.0 or above.

OR

- Possess a Bachelor of Theology degree or its equivalent from an approved seminary with accumulative grade point average of 2.0 or above.

Degree Requirements

- Successfully complete a minimum of 72 quarter units of coursework with a minimum cumulative grade point average of 2.0 on a 4.0 scale.
- Successfully complete 36 quarter units of common core courses
- Successfully complete 28 quarter units of unrestricted electives or alternative electives.
- Successfully complete 8 quarters of Master's thesis project.
- Successfully complete the degree requirements within the time limit.

Time Limit

The Master of Theology program must be completed within 3 years from the time the student commenced the first course, as a regular student, which applies to the degree requirements. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

Master of Divinity Program 120 quarter units

The Master of Divinity degree is a professional degree which will equip graduates with the comprehensive graduate education necessary for becoming an ordained minister. Upon successful completion of the program, graduates are expected to attain the following:

1. A competent professional skill in preaching, teaching, church administration, worship, and counseling as an ordained minister.
2. A healthy balance among the biblical, historical, theological, and practical areas of study essential for developing organizational, managerial, and counseling skills as an ordained minister.
3. A thorough knowledge and understanding of the Bible.
4. Exposure to contemporary theological issues with the goal of equipping students to think independently and constructively in areas vital to Christian ministry.

Graduates of Master of Divinity will be prepared for pastorship, priesthood, or professional ministry.

Degree Requirements

- Successfully complete 120 quarter units of the following coursework with a minimum cumulative grade point average of 2.0 on a 4.0 scale:
 - Successfully complete 68 quarter units of common core courses
 - Successfully complete 44 quarter units of unrestricted electives or alternative electives
 - Successfully complete 8 quarter units of the thesis project. .
 - Successfully complete the degree requirements within the time limit.

Time Limit

The Master of Divinity program must be completed within 5 years from the time the student commenced the first course, as a regular student, which applies to the degree requirements. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

Master of Missiology **72 quarter units**

The Master of Missiology is designed to promote in students' growth toward personal maturity and professional ministry competence. The program seeks to guide students to develop the ability to understand and interpret the Christian faith in the light of its biblical, theological, and historical dimensions and to utilize insights gained from these disciplines for the effective practice of ministry in cross-cultural settings. It is also intended for those who wish to prepare for an initial assignment in missionary service.

Graduates of Master of Missiology are able to serve the Christian community as missionaries and Christian educators.

Degree Requirements

- Successfully complete a minimum of 72 quarter units of Concentration Courses in Biblical Mission Studies with a minimum cumulative grade point average of 2.0 on a 4.0 scale.
 - Successfully complete 36 quarter units of Missiology concentrated core courses
 - Successfully complete 28 quarter units of unrestricted electives or alternative electives.
 - . Successfully complete 8 quarter units of the Thesis Project.
 - . Successfully complete the degree requirements within the time limit.

Time Limit

The Master of Missiology program must be completed within 3 years from the time the student commenced the first course, as a regular student, which applies to the degree requirements. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

Master of Religious Education Program

72 quarter units

The primary purpose of the Master of Religious Education is to equip and motivate students to become competent leaders in the educational ministries of churches. This degree is the foundational degree for one preparing for ministry in Religious Education. Objectives of the program seek to encourage the student to develop skills for the performance of ministry and to strive for personal excellence in pursuing a ministry in Religious Education.

Graduates of Master of Religious Education are able to serve the Christian community as directors or coordinators of religious education, Christian education, or faith formation in Catholic and Protestant parishes, congregations, or diocesan offices; or as teachers of religion in faith-based elementary schools and high schools

Degree Requirements

- Successfully complete 72 quarter units of the following coursework with a minimum cumulative grade point average of 2.0 on a 4.0 scale:
 - Successfully complete 36 quarter units of Religious Education concentrated core courses
 - Successfully complete 28 quarter units of unrestricted electives or alternative electives.
 - . Successfully complete 8 quarter units of the Thesis Project.
 - . Successfully complete the degree requirements within the time limit.

Time Limit

The M.A. in Religious Education program must be completed within 3 years from the time the student commenced the first course, as a regular student. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

Master of Christian Music **72 quarter units**

The Master of Christian Music is a professional graduate degree for those who plan to serve in the music ministry of churches. The course requirements are designed to help the student develop a maximum level of proficiency in performance, a comprehensive knowledge of church music, including music, theory, history, education, and an understanding of the theological context of Christian music.

Graduates of Master of Christian Music are prepared for religious musical vocations such as choir directors, Cantors, organists, and chanters.

Degree Requirements

- Successfully complete 72 quarter units of the following coursework with a minimum cumulative grade point average of 2.0 on a 4.0 scale:
 - Successfully complete 36 quarter units of Christian Music concentrated core courses
 - Successfully complete 28 quarter units of unrestricted electives or alternative electives.
 - . Successfully complete 8 quarter units of the Thesis Project.
 - . Successfully complete the degree requirements within the time limit.

Time Limit

The Master in Christian Music program must be completed within 3 years from the time the student commenced the first course, as a regular student. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

Master Program – Course Descriptions *Suggested Core Classes*

Master of Theology

BBL 113 Pentateuch (4 quarter units)

A biblical and theological analysis of God's covenantal administration of his kingdom during the period covered by the Pentateuch. Study of the emergence and formation of the Old Testament Canon. Survey of the content and higher criticism of the books of the Pentateuch.

BBL 115 New Testament Interpretation (4 quarter units)

General introduction and hermeneutics; historical, cultural and religious background; the language and translation of the New Testament; textual criticism; the theological reason of the New Testament; the New Testament books as canon; the principles and practice of New Testament Exegesis.

BBL 117 Doctrine of the Holy Spirit (4 quarter units)

Common grace; the ordo salutis; union with Christ; calling; regeneration; faith and repentance; assurance of salvation; justification; adoption; sanctification; perseverance; the means of Grace; the coming of Christ and the end of the age.

BBL 119 Doctrine of Christ (4 quarter units)

Plan of salvation; covenant of Grace; person and offices of Christ; the atonement; Christ's humiliation and exaltation.

BBL 140 Biblical Hermeneutics (4 quarter units)

A Presentation of the general principles necessary of a sound interpretation of scripture and the special principles governing the interpretation of such subjects as poetry prophecy, typology and parables.

BBL 152 Theological Bibliography (4 quarter units)

An introduction to tools for use in biblical and theological study. Including: encyclopedias, monographs, periodicals, bibliographical texts. Course includes emphasis upon hands-on experience with computerized bibliographical and research tools.

BBL 211 Historical Books (4 quarter units)

Special introduction to the historical books of the Old Testament, exegesis of selected passages, development of biblical-theological themes, and study of the history of Israel.

BBL 244 Acts and Pauline Epistles (4 quarter units)

Question of special introduction; the Origin and expansion of New Testament Church; the theology of Luke – Acts; the Theology of Paul.

BBL 311 General Epistles and Revelation (4 quarter units)

Questions of special introduction: exegesis of selected passages with a view to establishing the structure and distinctive themes of these books. Special attention is given to Hebrew, I Peter, and Revelation.

BBL 324 Prophetic Books (4 quarter units)

The nature and history of the prophetic institution in Israel. Introduction and exegesis of selected passages, with special attention to the messianic theme and eschatological patterns.

CSL 261 Counseling Orientation (4 quarter units)

An introduction to the theory and methodology of Christian Counseling.

CHC 112 The Ancient Church (4 quarter units)

A study of the developing theology, ecclesiology, piety, and worship of the Christian church from the close of the apostolic age to 600 A.D. special attention will be given to primary sources.

CHC 200 The Christian Life (4 quarter units)

Ethics as application of Scripture to all of life; Survey of non-Christian approaches to ethnics; the general structure of Christian ethics; relation of divine law to present circumstances and inward dispositions; applications of biblical principles to contemporary issues, following the order of the Decalogue.

CHD 115 History of Christian Doctrines (4 quarter units)

Summary of the biblical world and life view; the word of God, revelation, and inspirations; “knowing” and “thinking” as responses to God’s word; the radical difference between Christian and non-Christian thinking; nature and methods of Theology and apologetics; procedures for dealing with difficulties in the Christian faith.

LNG 101 Greek I (4 quarter units)

Intensive instruction in New Testament Greek with emphasis upon morphology.

LNG 102 Hebrew I (4 quarter units)

A study of basic grammar and vocabulary.

LNG 103 Greek II (4 quarter units)

The course presumes the work of Greek I or equivalent knowledge of Greek. Morphology determined by a placement examination. Instruction introduces intermediate Greek syntax, vocabulary and some advanced Morphology through the reading of selected passages in the Greek New Testament.

LNG 104 Hebrew II (4 quarter units)

Continuation of the grammar and vocabulary study from Hebrew I. Reading of Hebrew prose and introduction to the Masoretic text.

LNG 105 Greek III (4 quarter units)

This course requires the work of Greek II. It includes mastery of vocabulary, advanced grammar and exegetical skills through translation in the Greek New Testament.

LNG 106 Hebrew III (4 quarter units)

Reading of Hebrew prose, study of syntax, introduction to textual criticism.

MUS 211 Gospels (4 quarter units)

Questions of special introduction; selective survey and critique of historical-critical investigation of the gospels; the life and ministry of Christ according to the gospel records; the theology of the Gospel.

Master of Divinity

BBL 105 Introduction to the Old Testament (4 quarter units)

A summary study of the organization and content of the books with special attention given to the canon and problems of authorship, dating and authenticity.

BBL 106 Introduction to the New Testament (4 quarter units)

Study of manuscript evidence, canon, authorship, dating, organization and messages of the books.

BBL 113 Pentateuch (4 quarter units)

A biblical and theological analysis of God's covenantal administration of his kingdom during the period covered by the Pentateuch. Study of the emergence and formation of the Old Testament Canon. Survey of the content and higher criticism of the books of the Pentateuch.

BBL 120 New Testament History (4 quarter units)

A study tracing the history of the English Bible from the ancient manuscripts to the modern versions; comparisons and evaluation of modern versions.

BBL 140 Biblical Hermeneutics (4 quarter units)

A presentation of the general principles necessary for a sound interpretation of scripture and the special principles governing the interpretation of such subjects as poetry prophecy, typology and parables.

BBL 152 Theological Bibliography (4 quarter units)

An introduction to tools for use in biblical and theological study including: encyclopedias, monographs, periodicals, bibliographical texts. Course includes emphasis upon hands-on experiences with computerized bibliographical and research tools.

BBL 603 New Testament Theology (4 quarter units)

The development of major New Testament doctrines and their bearing on the Christian life.

BBL 605 Seminar I: New Testament (4 quarter units)

General introduction and hermeneutics: historical cultural and religious background; the language and translation of the New Testament; textual Criticism; the theological reason of the New Testament; the New Testament book as can; seminar for the principles and practice of New Testament exegesis.

CSL 607 Biblical Counseling (4 quarter units)

Biblical principles that will help identify and suggest solutions for problems encountered in ministry; counseling techniques.

CED 601 Christian Education (4 quarter units)

Educational ministry of the church is presented on the basis of a biblical perspective. Practical programmatic issues of curriculum and instruction such as Sunday school, vacation Bible School, adult Bible classes, youth ministry, curriculum planning, and teacher training are also addressed.

CHC 112 The Christian Mind (4 quarter units)

Summary of the biblical world and life view; the Word of God, Revelation, ad inspiration; "knowing" and "thinking" and responses to God's Word; the radical difference between Christian and non-Christian thinking; nature and methods of theology and apologetics; procedures for dealing with difficulties in the Christian faith.

CHC 115 History of Twentieth Century Christianity: History of the Church in America

The growth and development of the Christian Church in America and the rise of the denominations in this land.

CHC 117 Korean Church History (4 quarter units)

A study of the growth and development of the Christian Church in Korea with special attention to current critical issues.

CHC 605 History of Israel (4 quarter units)

Special introduction to the historical books of the Old Testament, Exegesis of selected passages, development of biblical-theological themes, and study of the history of Israel. One hour per week devoted to Hebrew translation of relevant historical passage.

CHC 607 History of the Christian Church (4 quarter units)

A study of the developing Theology, ecclesiology, piety and worship of the Christian Church from the close of the apostolic age to 600 A.D.

CHD 115 History of Christian Doctrines (4 quarter units)

Summary of the biblical world and life view; the word of God, revelation, and inspirations; “knowing” and “thinking” as responses to God’s word; the radical difference between Christian and non-Christian thinking; nature and methods of Theology and apologetics; procedures for dealing with difficulties in the Christian faith.

ETH 201 Introduction to Christian Ethics (4 quarter units)

Structure and content of Christian ethics; goal, motive, and norm of the Christian life; analysis of technical issues of authority, life, sexuality, property and truthfulness.

EVG 601 Personal Evangelism (4 quarter units)

The practical examination of the theology of evangelism and discipleship with an emphasis on developing the skills of personal evangelism and equipping others to share their faith.

EVG 603 Principles of Discipleship if Church Growth in the United States of America (4 quarter units)

An examination of the interpersonal relationships and character development as applied to the process of discipleship. A biblical study of church growth principles. An analysis of contemporary practices.

EVG 183 Evangelism Seminar (4 quarter units)

This field education reflection seminar will include the reformed theology of evangelism; an introduction to various biblically consistent methods for presenting the gospel of Jesus Christ through guided observation in the local church, presentations by resource persons with effective evangelistic ministries, and evaluative discussion; an opportunity for participation in aspects of the practice of evangelism.

LNG 101 Greek I (4 quarter units)

Intensive instruction in New Testament Greek with emphasis upon morphology.

LNG 102 Hebrew I (4 quarter units)

A study of basic grammar and vocabulary.

LNG 103 Greek II (4 quarter units)

The course presumes the work of Greek I or equivalent knowledge of Greek. Morphology determined

by a placement examination. Instruction introduces intermediate Greek syntax, vocabulary and some advanced Morphology through the reading of selected passages in the Greek New Testament.

LNG 104 Hebrew II (4 quarter units)

Continuation of the grammar and vocabulary study from Hebrew I. Reading of Hebrew prose and introduction to the Masoretic text.

MIS 601 Missions: A Biblical Theology (4 quarter units)

The Biblical basis and the contemporary practice of Christian missions worldwide, with special attention to recent theorizing on cross-cultural communication and church development.

PHL 601 Christian Apologetics (4 quarter units)

The nature, method and uses of Christian apologetics; a biblical response to some attacks on Christian faith.

PST 201 Ministry of the Word in Worship (4 quarter units)

The course emphasizes the centrality of the inspired scriptures in the worship life of the church. On the basis of a biblical theology of preaching, the role of the pastor as a Minister of the Word will be examined, and initial training given in the art of preparing and delivering sermons.

PST 601 Pastoral Theology (4 quarter units)

Pastoral theology and general pastoral café: Biblical and professional standards of ministerial conduct.

PST 603 Church Administration (4 quarter units)

An examination of the Biblical principles of financial stewardship, fund raising and budgeting. Discussion of financial bookkeeping procedures and the use of the computer in the church.

PST 605 Church and Worship (4 quarter units)

The biblical foundation of worship; worship strategies; worship for special occasions.

PST 611 Sermon Preparation (4 quarter units)

A study of the techniques and fundamentals of sermon constructive and persuasive delivery of expository sermons.

PST 615 Seminar III: Worship and Liturgy (4 quarter units)

A seminar considering worship theory and study of technique of Liturgy for all.

PST 631 Seminar II: Homiletics (4 quarter units)

A seminar considering preaching methods of some outstanding pulpiteers with a view to applying their techniques to the student's ministry.

THL 601 Systematic Theology I (4 quarter units)

The nature, method and rationale of Christian theology. Revelation, both general and special, inspiration, conocity, authority and illumination of the World of god. The doctrine of God, including His existence, attributes, and Trinitarian nature. Includes discussion of both good and bad angels.

THL 602 Systematic Theology II (4 quarter units)

Man, his creation in the image of God, his nature, fall and the effect of sin upon the race. The salvation of God, including the person and work of Christ. The supplication of salvation to men including election, regeneration, justification, sanctification, and perseverance.

THL 603 Systematic Theology III (4 quarter units)

A study of the broad kingdom purpose of God and the future events relating to the destiny of individuals and history including the second coming of Christ in its phases, the millennial reign of Christ, the resurrections, the judgments and eternal state. Discussion of the church, its inception, its nature including its organization, of finances, place and mission in the purpose of God.

Master of Missiology

BBL 140 Biblical Hermeneutics (4 quarter units)

A Presentation of the general principles necessary of a sound interpretation of scripture and the special principles governing the interpretation of such subjects as poetry prophecy, typology and parables.

BBL 501 Biblical Theology (4 quarter units)

Overview of the covenantal structure of the whole of biblical revelation, centering on concepts of kingdom, covenant and Mediator.

BBL 515 The Acts of Apostles (4 quarter units)

A study of the emergence of the early Christian church as recounted in the Acts of Apostles. Attention is given to the historical context of the work, the literary techniques of the author, and the abiding theological lessons for Christian faith and practice today.

CHC 509 The Historical Development of the Movement (4 quarter units)

An Analysis of the dynamics of the growth of the Christian movement form the Apostolic age to present, including perspectives of A.D. 2006. Special attention given to various types of mission structures.

CHD 115 History of Christian Doctrines (4 quarter units)

Summary of the biblical world and life view; the word of God, revelation, and inspirations; “knowing” and “thinking” as responses to God’s word; the radical difference between Christian and non-Christian thinking; nature and methods of Theology and apologetics; procedures for dealing with difficulties in the Christian faith.

ETH 501 Christian Ethics (4 quarter units)

Structure and content of Christian Ethics; goal, motive and norm of the Christian life; analysis of ethical issues of authority, life, sexuality, property and truthfulness.

EVG 501 Principles of Discipleship (4 quarter units)

The nature and method and uses of Christian apologetics: a biblical response to some attacks on Christian faith.

EVG 513 Basic Evangelism (4 quarter units)

A study of evangelism theory and revivals. The practice examination of the theology of evangelism and discipleship with an emphasis on developing the skills of personal evangelism and equipping others to share their faith.

MIS 501 Mission of the Church (4 quarter units)

A study of the church mission and evangelism theological background bases on biblical foundation and its application since Christian church existed.

MIS 503 Theology of Mission (4 quarter units)

Theology of mission and evangelism from a reformed perspective; principles of personal and corporate evangelism and cross-cultural communications of the Gospel.

MIS 507 Mission History of the Korean Church (4 quarter units)

A study of the history of the Korean church since American missionaries came and the growth and development of the Christian church in Korean peninsula.

Master of Religious Education

BBL 501 Biblical Theology (4 quarter units)

Overview of the covenantal structure of the whole of biblical revelation, centering on concepts of kingdom, covenant and Mediator.

CED 501 History of Christian Education (4 quarter units)

Brief history and importance of Christian education in the local church; organization of the church's educational program; planning and development; leadership recruitment and training; staff relationships.

CED 503 Philosophy of Christian Education (4 quarter units)

An examination of the biblical and theological foundations of Christian education; development of a personal philosophy of Christian education which is both biblical and practical.

CED 505 Children's Ministries in the Local Church (4 quarter units)

The Christian educational ministry of the church is presented on the basis of a biblical perspective. Practical programmatic issues of curriculum and instruction such as Sunday school, vacation Bible school, adult Bible classes, youth ministry, curriculum planning, and teacher training are also addressed.

CED 509 Field Education – Teaching Techniques (4 quarter units)

Preparation and presentation of various styles of lessons such as: visual aid's drama, puppets, news reports, pantomime, quizzes, puzzles and games.

CED 511 Childhood Education (Children and Adults) (4 quarter units)

Methods of ministry to handicapped or uniquely gifted people; professional advice provided; methods for reaching those in the community with special needs.

CED 513 Youth Ministries in the Local Church (4 quarter units)

A study of attitudes and need of modern youth; methods of reaching, teaching, and challenging young people.

CED 515 Methods and Materials for the Sunday School (4 quarter units)

Analysis of curriculum and related materials of the major publishing house as to doctrinal positions and practical usefulness in the church's educational program.

CHD 501 History of Christian Doctrines (4 quarter units)

An historical survey of the development of selected major doctrines from the first century to the present.

CHD 601 The Life of Christ (4 quarter units)

A study of Christ's earthly life using a harmony of the Gospels.

ETH 501 Christian Ethics (4 quarter units)

Structure and content of Christian Ethics; goal, motive and norm of the Christian life; analysis of ethical issues of authority, life, sexuality, property and truthfulness.

PTR 615 Seminar III: Worship and Liturgy (4 quarter units)

A Seminar considering worship theory and study of technique of liturgy for all occasion of church calendar.

Master of Christian Music

BBL 140 Biblical Hermeneutics (4 quarter units)

A Presentation of the general principles necessary of a sound interpretation of scripture and the special principles governing the interpretation of such subjects as poetry prophecy, typology and parables.

BBL 501 Biblical Theology (4 quarter units)

Overview of the covenantal structure of the whole of biblical revelation, centering on concepts of kingdom, covenant and Mediator.

CHD 115 History of Christian Doctrines (4 quarter units)

Summary of the biblical world and life view; the word of God, revelation, and inspirations; “knowing” and “thinking” as responses to God’s word; the radical difference between Christian and non-Christian thinking; nature and methods of Theology and apologetics; procedures for dealing with difficulties in the Christian faith.

ETH 501 Christian Ethics (4 quarter units)

Structure and content of Christian Ethics; goal, motive and norm of the Christian life; analysis of ethical issues of authority, life, sexuality, property and truthfulness.

MUS 501 Music in Contemporary Worship (4 quarter units)

This course is a survey of the purpose and place of music in contemporary corporate worship. Worship practice in contemporary churches will be examined. Theological, historical, and cultural foundation for wide variety of worship styles will be scrutinized with biblical standard of worship and the use of music in worship will be explored.

MUS 503 Music Theory (4 quarter units)

Development of proficiency in Western music conventional theory including notation, rhythm, melody, scales, intervals chords and keyboard work.

MUS 505 Church Music II (4 quarter units)

A survey to develop a practical, biblical philosophical of church music methodology and principles. Directed research in some area of church music related to the student’s interest and needs.

MUS 509 The Art of Spiritual Direction (4 quarter units)

This course offers an introduction to the principles and practice of spiritual direction through a combination of lecture/discussion and applied work. It is taken in conjunction with advanced practicum in spiritual direction.

MUS 511 Seminar: Church Music (4 quarter units)

This course is designed to equip the church musician with the specialized knowledge and administrative skills needed for church music ministry.

MUS 513 Music Education (4 quarter units)

A study of Biblical concepts and pattern of music and its theory. How to relate church, music and education.

MUS 515 Hymnology (4 quarter units)

A study and experience in related structure of music of hymnology and historical background.

MUS 517 Music History and Literature (4 quarter units)

Advanced study of the growth of Western music from middle ages through contemporary compared with Western literature.

MUS 520 African American Consacred Music Styles (4 quarter units)

This course is a study of the various facts of African-American sacred music style and the social history that helped to share them. Music literature will be played and the ministry of African-American sacred music will be examined.

MUS 530 Senior Recital (4 quarter units)

Selection, practice, rehearsal and completion of a recital under faculty supervision. Required of all music majors.

Unrestricted Elective Courses

Education Concentration Core Courses

Course No.	Course Title	Units/Hours
EDU 201	Philosophy of Christian Education	4/40
EDU 202	Ministry to special Children and Adults	4/40
EDU 203	Church Discipline	4/40
EDU 204	Effective teaching	4/40
EDU 205	Small Group Ministries	4/40
EDU 206	Programming for successful Adult Education	4/40
EDU 207	Teaching Techniques	4/40
EDU 208	Seminar: Christian Education	4/40
EDU 209	Camp Leadership	4/40
EDU 302	Principles of Teaching and Learning	4/40
EDU 303	Curriculum Development	4/40
EDU 304	Development of Children	4/40
EDU 305	Educational Leadership and Administration	4/40
EDU 307	Teaching of Christ	4/40
EDU 308	Children and Youth Education	4/40
EDU 310	History of Christian Education	4/40
EDU 311	Philosophy of Christian Education	4/40

Christian Counseling Concentration Core Courses

Course No.	Course Title	Units/Hours
CSL 431	Introduction to Christian Counseling	4/40

CSL 432 Personality Development 4/40
CSL 433 Biblical Models for Marriage and Family Counseling 4/40
CSL 434 Techniques of Christian Counseling 4/40
CSL 435 Application of Biblical Truth to Counseling 4/40
CSL 436 Pastoral Counseling 4/40

Christian Music Concentration Core Courses

Course No.	Course Title	Units/Hours
MUS 113	Music Fundamentals,	4/40
MUS 114	Music Theory I,	4/40
MUS 115	History of Music	4/40
MUS 116	Hymnology	4/40
MUS 117	Song Learning	4/40
MUS 304	Introduction to Music Composition	4/40
MUS 306	Introduction to Conducting	4/40
MUS 401	Basic Piano Skills	4/40
MUS 404	Basic Organ Skills	4/40
MUS 422	Basic Guitar Skills	4/40
MUS 449	Basic Voice Skills	4/40
MUS 452	Beginning Chorus	4/40

Mission Concentration Core Courses

Course No.	Course Title	Units/Hours
MSN 460	World Religions	4/40
MSN 461	Introduction to World Mission	4/40
MSN 462	History of Christian Mission	4/40
MSN 463	Missionary Anthropology	4/40
MSN 464	Missionary Methods	4/40
MSN 465	Intercultural Communication	4/40

Social Welfare Concentration Core Courses

Course No.	Course Title	Units/Hours
SWF 101	Introduction to Social Welfare	4/40
SWF 102	Human Behavior and Environment	4/40
SWF 103	Community Theory and Practice	4/40
SWF 201	Current Topics in Social Work Practice	4/40
SWF 202	Social Policy	4/40
SWF 203	Social Work Practice	4/40

DOCTORATE PROGRAM



Doctor of Theology
Doctor of Ministry
Doctor of Missiology
Doctor of Religious Education

Doctor of Theology Program **72 quarter units**

The Doctor of Theology degree is an advanced academic degree intended to prepare students for professional careers in teaching, writing, and scholarship in academics (colleges, universities or seminaries), in publishing, religious organizations, social service organizations, or foundations.

The Doctor of Theology program emphasizes theological studies in the context of “secular” university research disciplines and is characterized by a series of careful balances. Students are given considerable latitude to design their programs to meet specific needs and interests. This freedom is exercised under the guidance of the student's Doctor of Theology doctoral committee, who establish examination and dissertation protocols which form the structure of the student's program.

The Doctor of Theology program's freedom and flexibility encourages students to work on fresh issues and with emerging methodologies.

The School of Theology's standard of scholarship represents a balance of committed study of the theological disciplines and perspectives. The Doctor of Theology program students study Christian traditions either from within (as a member) or with a deep respect for the beliefs and practices of the tradition. The Doctor of Theology program brings to bear critical perspectives (both internal and external) so that the scholastic conclusions will be thoughtful and articulate; the scholar will have considered and addressed issues in such a way as to strengthen the distinctive position and conclusions that he/she wishes to present to the world.

Degree Requirements

- Successfully complete a minimum of 72 quarter units of coursework determined by the student and the student's Doctoral Committee from the Doctor of Theology course list and any other coursework prescribed by the student's Doctoral Committee with a minimum cumulative grade point average of 3.0 on a 4.0 scale.
 - Successfully complete the Integrative Review
 - Successfully complete 56 quarter units of concentrated course work.
 - Successfully complete 16 quarter units of the Dissertation/Research Project.
 - Successfully complete the degree requirements within the time limit.

Time Limit

The Doctor of Theology program must be completed within 5 years from the time the student commenced the first course, as a regular student, which applies to the degree requirements. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

Doctor of Ministry Program **60 quarter units**

The Doctor of Ministry is an advanced professional degree that focuses upon primary professional training and upon subsequent on-the-job learning. It is intended to help the candidate shape his or her own ministry specialty. The ministry specialty is an area of professional concern in which increased competence is desired — defined and articulated by the candidate, emerging from his or her day-to-day practice of ministry, eventually deepened by systematic study and reflection, and finally, analyzed in a carefully executed research project. In the development of the ministry specialty and its subsequent study, the minister's community and context of ministry are taken seriously. Because the Doctor of Ministry is an advanced professional degree in ministry, it is for clergy and Christian workers who wish to continue their professional education.

The Doctor of Ministry degree focuses on two types of knowledge. One is the articulation of a ministry specialty which integrates one or more disciplines of theological study with the Doctor of Ministry student's ministerial activity. For example, a ministry specialty may relate biblical studies and liturgics to preaching or systematic theology to pastoral counseling, church history and the arts to educational ministry, or Christian ethics to advocacy for social justice.

The second type of knowledge is the development of skills of continuing professional education, i.e., learning how to learn more from the practice of ministry and reflection upon that practice. The four skills of continuing professional education are:

1. Identifying issues of ministry for study;
2. Selecting learning resources appropriate to the issues;
3. Translating what has been learned through study into professional practice; and
4. Forming the investigation process into a document that will be useful in ministry.

The first two skills are given special attention during the admission and coursework phases of the program; the last two skills surface in order as the program proceeds, each of them is latent at every point. It is the management of these skills which reveal the minister's ability to learn from the job in ways that will enhance professional practice. Finally, the context within which ministry and learning take place is an important part of the Doctor of Ministry program, including both the local community within which the student works, as well as, the wider society and global community of mankind.

Degree Requirements

- Successfully complete a minimum of 60 quarter units of coursework determined by the student and the student's Doctoral Committee from the Doctor of Ministry course list and any other coursework prescribed by the student's Doctoral Committee with a minimum cumulative grade point average of 2.0 on a 4.0 scale.

- Successfully complete the Integrative Review
- Successfully complete 48 quarter units of concentrated course work.
- Successfully complete 12 quarter units of the Dissertation/Research Project.
- Successfully complete the degree requirements within the time limit.

Time Limit

The Doctor of Ministry program must be completed within 4 years from the time the student commenced the first course, as a regular student. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

Doctor of Missiology **60 quarter units**

The Doctor of Missiology is an advanced professional research degree in missiology designed especially for missionary practitioners. Students who expect to teach missions should normally pursue the Doctor of Philosophy program of study rather than the Doctor of Missiology program. Students are typically not permitted to transfer from the Doctor of Missiology to the Doctor of Philosophy program. Those who wish to do so must reapply for the Ph.D. program and meet all entrance requirements for that program. The purpose of the Doctor of Missiology program is to prepare persons for enhanced cross-cultural ministry by means of advanced studies in Christian missions and related disciplines. Students in the program take Doctor of Philosophy seminars in Christian missions and related subjects. The program culminates with a field research dissertation that addresses an issue in the student's missionary context.

Degree Requirements

- Successfully complete a minimum of 60 quarter units of coursework determined by the student and the student's Doctoral Committee from the Doctor of Missiology course list and any other coursework prescribed by the student's Doctoral Committee with a minimum cumulative grade point average of 2.0 on a 4.0 scale.
 - Successfully complete the Integrative Review
 - Successfully complete 48 quarter units of concentrated course work.
 - Successfully complete 12 quarter units of the Dissertation/Research Project.
 - Successfully complete the degree requirements within the time limit.

Time Limit

The Doctor of Missiology program must be completed within 4 years from the time the student commenced the first course, as a regular student. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

The Doctor of Religious Education

72 quarter units

The Doctor of Religious Education is designed to meet your professional development needs as a Christian education leader. Candidates will grow in their ability to enhance God's kingdom work in Christian schools or colleges and represent Christian education perspectives in the broader society.

Graduates should be able to:

- Understand biblical perspectives, foundational theories, research findings, cultural/sociological dynamics, and alternative models for educating diverse learners in contemporary Christian schools or colleges.
- Understand biblical perspectives, theoretical approaches, research findings, and alternative models of effective leadership and functioning of organizations, and groups and individuals within organizations.
- Understand the components and process of quantitative and qualitative research with a view to solving educational questions/problems.
- All candidates must demonstrate satisfactory competence on all outcomes.

This program of study consists of 72 quarter units of specific and independent studies. The goal of this graduate program is to prepare teachers and administrators in the field of religious education.

Degree Requirements

- Successfully complete a minimum of 72 quarter units of coursework determined by the student and the student's Doctoral Committee from the Doctor of Religious Education course list and any other coursework prescribed by the student's Doctoral Committee with a minimum cumulative grade point average of 2.0 on a 4.0 scale.
 - Successfully complete the Integrative Review
 - Successfully complete 60 quarter units of concentrated course work.
 - Successfully complete 12 quarter units of the Dissertation/Research Project.
 - Successfully complete the degree requirements within the time limit.

Time Limit

The Doctor of Religious Education program must be completed within 4 years from the time the student commenced the first course, as a regular student. This time limit, at the option of the university, may be extended due to special extenuating circumstances.

Doctorate Program – Course Descriptions

Suggested Core Classes

Doctor of Theology

BBL 311 Biblical Chronology (4 quarter units)

A study of the chronological questions related to such biblical area as Genesis, the Kingdom era, the Gospels, Acts and the Apostles.

BBL 622 The Pastoral Epistles (4 quarter units)

An exposition of 1 and 2 Timothy and Titus with emphasis on interpretive problems and relevance to contemporary church life.

BBL 811 Textual Criticism of the New Testament (4 quarter units)

A brief history of textual criticism; the relative value of manuscripts; major theories of textual criticism; application of critical methods to selected passages.

BBL 822 Textual Criticism of the Old Testament (4 quarter units)

The theory and practice of textual criticism with special attention the scrolls of Qumran and the Septuagint.

BBL 831 The Life of Christ (4 quarter units)

A study of Christ's earthly life using a harmony of the Gospels.

BBL 835 Parables (4 quarter units)

The principles of interpretation of Christ's parables, their use in contemporary preaching, and eschatological considerations.

BBL 900 Dispensationalism (4 quarter units)

A study of the system of biblical interpretation known as dispensationalism; history; consideration of biblical support and alternative position.

BBL923 Revivalism (4 quarter units)

Biblical principles and examples of revival; consideration of revivals throughout Christian history with emphasis upon American revivalism and evangelization.

CHD 703 Pauline Theology (4 quarter units)

A study of the major doctrines enunciated in Paul's epistles.

CHD 741 Pietism (4 quarter units)

Early expressions of pietism in Roman Catholicism; Protestant pietistic movement; impact of pietism upon; modern evangelicalism.

CHD 752 The Doctrine of Sanctification (4 quarter units)

Biblical emphasis; historical preview; implications for Christian counseling.

MIS 812 Theology of Missions (4 quarter units)

Theology of missions and evangelism from a reformed perspective; principles of personal and corporate evangelism and cross-cultural communications of the Gospel.

PTR 401 Theology and Sociology of the City (4 quarter units)

An examination of the city in biblical and theological perspective and an introduction to the sociology of urban systems, structures, and conditions that create problems and/or provide hope.

PTR 421 Theology and the Environment (4 quarter units)

Explores the relationships between Christian theology- with a special emphasis on Catholic social teaching- and concern for the environment. Criticisms of Christian theologies in accordance with new ecological insights will also be suggested.

PTR 460 Theological Issues in the Contemporary Ecumenical Movement (4 quarter units)

Implications of recent ecumenical discussion for Ecclesiology and Christology, and an analysis of ecumenical statements on sacraments, ministry, mission and community.

PTR 742 Church Management (4 quarter units)

Biblical principles and practical aspects of church management; special attention to church officers and assemblies; the pastor's role; purpose and procedures of biblical church discipline.

PTR 812 Pastoral Counseling (4 quarter units)

Intensive study of some main emotional problems encountered by the counseling pastor; concentration on depression, sexual dysfunctions; refining counseling skills.

PTR 821 Advanced Homiletics (4 quarter units)

A seminar considering preaching methods of some outstanding-pulpiteers with a view to applying their techniques to the student's ministry.

Doctor of Ministry

BBL 601 Greek Exegesis in the Gospels (4 quarter units)

Translation and exegesis of selected portions in each of the four Gospel accounts.

BBL 622 The Pastoral Epistles (4 quarter units)

An exposition of 1 and 2 Timothy and Titus with emphasis on interpretive problems and relevance to contemporary church life.

BBL 812 God's Covenant (4 quarter units)

A study of the major covenant in the Bible; consideration of prophetic implications.

BBL 822 Textual Criticism of the Old Testament (4 quarter units)

The theory and practice of textual criticism with special attention to the scrolls of Qumran and the Septuagint.

BBL 831 The Life of Christ (4 quarter units)

A study of Christ's earthly life using a harmony of the Gospels.

BBL 900 Dispensationalism (4 quarter units)

A study of the system of biblical interpretation known as dispensationalism; history; consideration of biblical support and alternative position.

CHD 611 Theology of Ministry (4 quarter units)

An introductory survey of biblical and theological principles of ministry.

CHD 752 The Doctrine of Sanctification (4 quarter units)

Biblical emphasis; historical preview; implications for Christian counseling.

ETH 533 Christian Ethics (4 quarter units)

Structure and content of Christian Ethics; goal, motive, and norm of the Christian life; analysis of ethical issues of authority, life, sexuality, property and truthfulness.

EVG 742 Evangelicalism (4 quarter units)

A study of aspects and trends of evangelicalism from the civil war to the present.

PTR 436 One-to-One Disciplining

There are certainly advantages to being a disciple in a group setting. However, in a one-to-one environment, there are so many other opportunities for growth. The person being mentored sees God in the life of a person, and can translate that into their own faith story and struggles. Just as there is no substitute for a coach in the life of an Olympic athlete, there is no substitute for a mentor or a coach in the life of a growing Christian, and that is what one-on-one discipleship is all about.

PTR 611 Advanced Preaching (4 quarter units)

Theory of preaching, exegesis, sermon form, meeting of the contemporary mind. Supervised preaching. Open to experienced preachers.

PTR 612 Guided Research in Worship (4 quarter units)

Individualized programs of research in the history, theology and practice of Preaching.

PTR 722 Spiritual Discipline (4 quarter units)

A course designed to assist the student of prayer and the use of spiritual disciplines.

MIS 812 Theology of Missions (4 quarter units)

Theology of missions and evangelism from a reformed perspective; principles of personal and corporate evangelism and cross-cultural communications of the Gospel.

Doctor of Missiology

BBL 622 The Pastoral Epistles (4 quarter units)

An exposition of 1 and 2 Timothy and Titus with emphasis on interpretive problems and relevance to contemporary church life.

BBL 801 Biblical Theology III (4 quarter units)

Overview of the covenantal structure of the whole of biblical revelation centering on the concepts of kingdom, covenant and Mediator.

CED 714 Teaching Techniques (4 quarter units)

Preparation and presentation of various styles of lessons such as: visual aids, drama, puppets, news reports, pantomime, quizzes, puzzles, and games.

CHD 713 History of Christian Doctrines (4 quarter units)

An historical survey of the development of selected major doctrine from the first century to the present.

ETH 533 Christian Ethics (4 quarter units)

Structure and content of Christian Ethics; goal, motive, and norm of the Christian life; analysis of ethical issues of authority, life, sexuality, property and truthfulness.

EVG 513 Basic Evangelism (4 quarter units)

A study of evangelism theory and revivals. The practice examination of the theology of evangelism and discipleship with an emphasis on developing the skills of personal evangelism and equipping others to share their faith.

MIS 501 Mission of the Church (4 quarter units)

A study of the church mission and evangelism theological background bases on biblical foundation and its application since Christian church existed.

MIS 503 Theology of Mission (4 quarter units)

Theology of mission and evangelism from a reformed perspective; principles of personal and corporate evangelism and cross-cultural communications of the Gospel.

MIS 507 Mission History of the Korean Church (4 quarter units)

A study of the history of the Korean church since American missionaries came and the growth and development of the Christian church in Korean peninsula.

MIS 801 Christian Missions (4 quarter units)

Current development, trends, and opportunities in mission; missionary policies and programs in the local church.

MIS 809 Seminar (5 quarter units)

- 1) Missiological Integrations: Assist students to select and/or design a study program which will serve their ministry development needs for mission service.
- 2) Assist students to bring an integrative closure to their whole study program.

MIS 811 Ancient Near East History (4 quarter units)

A survey of Samaritan Babylonian, Assyrian, China and Old Korea Christian mission history with special attention to the intersection of these cultures with the history of Israel. The theological significance of such relationship will be discussed as well.

PTR 420 God & Mammon: Business and Professional Ethics (4 quarter units)

A study of fundamental concepts and issues of business and professional ethics in the light of Christian ethics, including such topics as scriptural and church attitudes toward business, theological theories of economic justice, and corporations as moral agents.

PTR 455 Classics of Christian Spirituality: Medieval to Modern (4 quarter units)

A discussion of texts by spiritual writer from the 12th century to the present day.

PTR 680 Study Tour: Art and Spirituality (4 quarter units)

A tour in sites of one or more countries that show the historical and contemporary connections between artistic masterpieces and the spiritual life.

Doctor of Religious Education

BBL 601 Greek Exegesis in the Gospels (4 quarter units)

Translation and exegesis of selected portions in each of the four Gospel accounts.

BBL 622 The Pastoral Epistles (4 quarter units)

An exposition of 1 and 2 Timothy and Titus with emphasis on interpretive problems and relevance to contemporary church life.

BBL 812 God's Covenant (4 quarter units)

A study of the major covenant in the Bible; consideration of prophetic implications.

CED 501 History of Christian Education (4 quarter units)

Brief history and importance of Christian education in the local church; organization of the church's educational program; planning and development; leadership recruitment and training; staff relationships.

CED 503 Philosophy of Christian Education (4 quarter units)

An examination of the biblical and theological foundations of Christian education; development of a personal philosophy of Christian education which is both biblical and practical.

CED 505 Children's Ministries in the Local Church (4 quarter units)

The Christian educational ministry of the church is presented on the basis of a biblical perspective. Practical programmatic issues of curriculum and instruction such as Sunday school, vacation Bible school, adult Bible classes, youth ministry, curriculum planning, and teacher training are also addressed.

CED 509 Field Education – Teaching Techniques (4 quarter units)

Preparation and presentation of various styles of lessons such as: visual aid's drama, puppets, news reports, pantomime, quizzes, puzzles and games.

CED 511 Childhood Education (Children and Adults) (4 quarter units)

Methods of ministry to handicapped or uniquely gifted people; professional advice provided; methods for reaching those in the community with special needs.

CHD 611 Theology of Ministry (4 quarter units)

An introductory survey of biblical and theological principles of ministry.

CHD 741 Pietism (4 quarter units)

Early expressions of pietism in Roman Catholicism; Protestant pietistic movement; impact of pietism upon; modern evangelicalism.

CHD 752 The Doctrine of Sanctification (4 quarter units)

Biblical emphasis; historical preview; implications for Christian counseling.

ETH 533 Christian Ethics (4 quarter units)

Structure and content of Christian Ethics; goal, motive, and norm of the Christian life; analysis of ethical issues of authority, life, sexuality, property and truthfulness.

EVG 742 Evangelicalism (4 quarter units)

A study of aspects and trends of evangelicalism from the civil war to the present.

PTR 722 Spiritual Discipline (4 quarter units)

A course designed to assist the student of prayer and the use of spiritual disciplines.

MIS 812 Theology of Missions (4 quarter units)

Theology of missions and evangelism from a reformed perspective; principles of personal and corporate evangelism and cross-cultural communications of the Gospel.

PTR 441 Supervised Concurrent Field Education (4 quarter units)

An opportunity for continuation of supervised experience in ministry for the advanced student.

PTR 614 Guided Research in Christian Education (4 quarter units)

Individualized programs of research in the history, theology, and practice of Christian Education.

6. ADMINISTRATIONS, STAFF AND FACULTY

Members of the Board of Trustee

Peter J. Kim
Kumsik Yeu
Unok Kim
Emily M. Lee
Hyeonji Park

Admissions Committee

Sang Eui Kim
Jae Yul Kim

Administrative Staff

Jangryul Kim
Mi Hwa Lee

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Theology and Ministry

Prof. Dr. Sang Eui Kim,
Prof. Dr. John Park
Prof. Dr. Jeremy Jeongsoo Hong
Prof. Dr. David Sang Chan Han

Christian Education,

Prof. Rev. Jae Yul Kim,
Prof. Dr. Baik Chul
Prof. Dr. Paul Jin Sung Lee

Biblical Studies

Prof. Dr. Cynthia Exum
Prof. Dr. Jene Guk Kim
Prof. Dr. Jasmine Park

Missiology

Prof. Dr. Sung Kwan Hong
Prof. Rev. Young Han Yoon

Christian Music

Prof. Young Kuk Kim
Prof. Rev. Chung Hee Kim
Prof. Day Sun Lee (Cello)
Prof. Joseph Lee (Violin)
Rev. Jun Soo Kim (Guitar)
Dr. Douglas Autrey (Trombone)
Cecilia Lee (Flute)
Sung Jin Lim (Trumpet)

Young Joo Kim (Piano)

Map and Direction



255 S. Hill St #405. Los Angeles, CA 90012

Directions

From North of Los Angeles

1 Take Fwy 101 S
Take Fwy 110 S
Take the Exit Hill St.
Right turn on Hill St.

2. Take Fwy 2 S
Exit on W.3rd St.
Left turn on W. 3rd St.
Left turn on Hill St.

From West of Los Angeles

Take Fwy 10 E
Exit on 4th St.
Left turn on E. 4th St.
Right turn on Hill St.

From East of Los Angeles

1. Take Fwy 10 W
Exit on E.4th St.
Right turn on Hill St.

2. Take Fwy 60 W
Take the Fwy 10 W
Exit on E. 4th St.
Right turn on W. Hill St.

From South of Los Angeles

1. Take Fwy 110 N
Exit on W,4th St.
Left turn on Hill St.
2. Take Fwy 5 N
Take the Fwy 10 W
Exit on E. 4th St.
Right turn on W. Hill St.