



UNITY BIBLE COLLEGE

College Catalog

2018-2019



NONDISCRIMINATION STATEMENT

In compliance with both state and federal law; Unity Bible College does not illegally discriminate on the basis of any protected category, except to the extent it is necessary to fulfill its religious purposes, so as to be in compliance with the Tenants of Faith of Unity of the Faith Ministries.

SPECIAL NOTICE

This catalog does not constitute a contract between Unity Bible College and its students. Although every effort has been made to ensure the accuracy of the content of this catalog, the College assumes no liability for any omissions or errors contained herein. Unity Bible College reserves the right to alter and revise the contents of this catalog at any time.

All announcements here are subject to revision.

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ACADEMIC INFORMATION

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THE COLLEGE

About Unity Bible College

Unity Bible College was founded in response to the many Christian leaders, particularly those actively serving in the five-fold ministry, who desire to achieve degrees or certifications in higher education areas of study, but are hindered by time and the overwhelmingly high expense of attending a traditional college or university. Our goal is to ensure that all who seek knowledge and understanding in a bible based environment, have the opportunity to do so.

Location and Environment

The main UBC facility is located in San Jacinto, CA. However, many of the course offerings will be online using available technologies to make classes more convenient for students who cannot or prefer not to travel to a traditional campus location. The focus on convenience is at the heart of our vision, understanding that many working pastors and other ministry leaders are very limited in the amount and scope of time that they can commit to attending classes.

Vision/Mission Statements

The vision of UBC is that every Christian leader be perfected for the work of the ministry through the pursuit of higher education.

The mission of UBC is to provide affordable and convenient education to Christian leaders and others who find it difficult to attend a traditional institution of higher education.

Philosophy Statement

Unity Bible College is a Christian liberal arts institution founded by Apostle Dr. Michael C. Hearon to serve the world. As such, the college community provides an accepting, caring Christian atmosphere in which the growth of individuals is enhanced by spiritual formation, personal development, vocational preparation, and a sound, academic, liberating education. In the midst of the pursuit of truth, individuals are encouraged to investigate, practice, and refine their aesthetic, moral, social, and spiritual values in order to prepare themselves to make substantial contributions to the cause of Christ as skilled professionals, thinking citizens, and educated persons.

Goals

To implement its philosophy, the university strives:

1. To reflect, in life and thought, historic Christian principles, such as:
 - a. The Lordship of Jesus Christ.
 - b. The competency of the individual soul before God.
 - c. The Scriptures as the authoritative guide for doctrine and practice.
 - d. The autonomy of the local church.
2. To help students observe and interact with a community that effectively models Christian characteristics and values.
3. To offer a selection of programs that will attract a wide range of qualified students.
4. To encourage a free exchange of ideas by providing a wide variety of spiritual, intellectual, cultural, and social learning experiences both within and outside the classroom.
5. To encourage high standards of scholarship.
6. To provide support for students experiencing academic and personal difficulties.
7. To encourage each member of the college community to be involved in a lifelong, personal Christian pilgrimage.
8. To enable its educators to engage in continuing professional development.
9. To develop mature individuals of genuine Christian character who can contribute to churches and effect changes in society for its betterment.

ADMISSIONS

Admission to the Traditional Program

All students are encouraged to apply for admission to Unity Bible College, provided they have an eagerness to learn and a desire to pursue higher education in a Christian environment. Students may apply through the Unity Bible College website at www.unityofthefaith.com/UBC.

When to Apply

The university implements a rolling admissions practice. A high school senior or a college transfer student may apply anytime before the beginning of each semester. Prospective students are encouraged to complete the application process at least four weeks prior to the start of their intended semester of enrollment.

Application Procedures

To be considered for admission students are required to submit the following documents:

- Application: completed application form may be submitted via e-mail at UBC_Admissions@unityofthefaith.com.
- Transcripts: applicants may submit an official high school transcript from public, private, or home school or official transcripts of studies undertaken at all colleges or universities. Students currently enrolled in high school who have completed their sophomore year may apply. They must provide a letter from their high school guidance counselor indicating their ability to take courses and a letter of permission from the parents. Please contact the Office of Admissions for details.
- Registration Fee: each application must be accompanied with a \$25 one-time registration fee. This fee is not applied as tuition credit when accepted for enrollment.

When an applicant has submitted all the required documents, an evaluation will take place and a decision rendered.

ADMISSION GUIDELINES

First-time Freshmen

Students will be evaluated on High School curriculum, academic achievement and SAT I (Critical Reading and Math only) or ACT scores.

The college preparatory curriculum should include:

1. Recommended Academic Program:
 - Four years of college preparatory English
 - Three years of mathematics (Algebra, Geometry, and Algebra II)
 - Two years of history (World and U.S.)
 - One semester each of United States government and economics
 - Two years of the same foreign language
 - Two years of laboratory science (Life and Physical)
2. Suggested Courses:
 - Fourth year of mathematics
 - Third year of the same foreign language
 - Third year of laboratory science
 - Religion
 - Psychology or sociology
 - Fine and performing arts

Admissions Status

Students will be admitted with one of the following academic standings categories:

Fully Admitted

Standard entrance may be granted to those applicants with a minimum GPA of 2.5 and a composite score of 920 (Math and Critical Reading) on the SAT I or 19 on the ACT. Students admitted under Standard status may take up to 15 units their first semester. The Admissions and Retention Committee will review students who do not meet the requirements for Standard admission. Upon review of the student's file, one of the following decisions will be rendered: Standard Admission, Provisional Admission or Denial.

Provisional

Provisional entrance may be granted to those applicants who do not meet the Standard entrance requirements, but may be approved by the Admissions and Retention Committee. Students admitted on Provisional status may enroll in 12 units their first semester. Students may be required to enroll in the Student Success Class.

Denial

Denial may occur when an applicant does not qualify for admission in the above categories. Unity Bible College also reserves the right to deny admission to applicants who are antagonistic with the philosophy and purpose of the College.

Appeals

Appeals on any decision regarding admission should be made in writing and addressed to the Admission and Retention Committee in care of the College. All appeals will be heard by the Committee. The appeals may include a personal interview and additional academic transcripts. Once the appeal is reviewed, the Committee will render a final decision.

Transfer Students

Students who have completed 24 or more units from a regionally accredited college or university will be evaluated on the basis of their official college transcripts. It is highly recommended that transfer students submit their high school transcript to aid in placement and the meeting of competency requirements. Once evaluated a student may be admitted in the above categories.

Home Educated Students

Unity Bible College welcomes applications from home educated/schooled students. Home educated/schooled students are subject to the same admissions requirements as high school students, which are listed under the Application Procedures section. A General Education Diploma (GED) or State Proficiency Exam may be submitted in lieu of high school transcript if none is available.

Readmit

Students who have attended UBC but have discontinued enrollment for one or more semesters must be approved to readmit to the College. Students must submit an Application to Readmit form, pay the required Readmit application fee and provide all official transcripts from all other institutions attended since last enrolled at UBC. Additional documents may be required, as well as an interview with the director of the program which the student is seeking to readmit to. Students whose applications are approved will enter under the catalog current at the time of readmission and will be subject to the admissions and degree requirements outlined in that catalog. The College is not responsible for providing courses or programs that have been discontinued. For more information contact the Admissions Office.

Conditional Accepted Student

A conditional accepted student is defined as a traditional undergraduate student who is working toward a degree at Unity Bible College. Students offered a Conditional Acceptance may be eligible to enroll in no more than nine (9) units but not less than six (6) units for one semester. This status applies to the first semester at the College only. Upon successful completion of the "conditional" semester the student may continue enrollment as a traditional student. Successful completion is defined as a minimum GPA of 2.0 with no D's or F's in any of the classes taken as a conditional student.

FINANCIAL AID

The Purpose of Financial Aid

Unity Bible College coordinates and provides financial assistance to students who may otherwise be unable to attend for financial reasons. Financial aid at Unity Bible College is administered in accordance with institutional policies. Although every effort is made to provide assistance to as many students as possible, it is important that students understand that they and their parents bear the principal responsibility for meeting educational costs.

STUDENT ACCOUNTS

Summary of Direct Costs for a Traditional Undergraduate Student

Traditional Student Tuition	\$75 per credit
Registrar	
Graduation Application Fee	\$175
Duplicate Diploma Fee	50
Transcript Fee (per transcript)	10
Letter/Enrollment Verification Fee	3
Admissions	
Undergraduate	\$25
Re-admission	15

Policy for Student Accounts

Student charges are due and payable by the financial clearance deadline for all students. Students choosing to remain enrolled past the last day to drop with refund are obligated to cover all tuition, fees, room and board charges incurred in accordance with the refund policy for tuition, room and board charges. The College expects students to complete payment for the current semester before advancing to a future semester. If charges are not covered through the approved payment options a hold will be placed on the student account preventing release of diploma, transcripts and future registration until the balance is paid with verified funds. International, Special Admit and Professional Development Students are required to pay their balance in full each semester to avoid enrollment cancellation.

Financial Clearance

Financial clearance is a Student Accounts Office status which indicates the student has agreed to the terms and conditions of the College's tuition and fee agreement and has also completed payment arrangements through an approved payment option to cover all tuition and fee charges for the semester. To maintain enrollment students must receive financial clearance from the Student Accounts office each semester in addition to meeting all academic and standard of conduct requirements.

Financial Clearance Deadline Dates

All students should pay their balance by close of business day on the deadlines specified below to avoid a financial clearance fee charge and to confirm enrollment.

Semester	Deadline
Winter 2019	1/7/2019

ACADEMIC INFORMATION

Graduation Requirements

Graduation Under a Particular Catalog

Students must adhere to graduation requirements listed in the catalog in effect at the time of matriculation. A student may choose to use any newer catalog, provided that the catalog used is no more than five years old. The catalog remains in effect for the student until degree completion or catalog expiration at the end of five years. All students who are re-admitted to programs at Unity Bible College after officially or unofficially withdrawing, or any lapse of enrollment of more than one semester, will be placed under the catalog current at the time of re-admission, and will be subject to the degree requirements outlined in that catalog. The College is not responsible for providing courses or programs which have been discontinued.

Continuation under the catalog holds ONLY degree requirements; it does NOT hold policies, tuition and fees, and other information which may change annually. It is the responsibility of the student to attend to changes in policies, tuition and fees and other information. Updates regarding current policies, tuition and fees and other information is available from Academic Advising, Office of the Registrar, Student Accounts, Student Services and other College offices.

Scholastic Requirements

The completion of the requisite 120 semester units usually requires four years of 30 semester units per year. Of these, the freshman and sophomore years are spent primarily in general education or core curriculum work, comprised of courses in diverse subjects. During the junior and senior years, students may confine their work within comparatively narrow limits. The work for the entire four-year program consists of:

- General Education (competency requirements and core curriculum)
- Major and minor coursework
- Elective coursework
- Developmental coursework (if required)
- Breadth coursework (Interdisciplinary and Multicultural)

English Proficiency

All students must demonstrate their proficiency in writing standard English. They may do so by making at least a C- in (or being exempted by exam from) ENG 113 (Composition) and making at least a C- in ENG 123 (Intermediate Composition). No student is eligible to graduate unless the Office of the Registrar's official records show the English proficiency requirements have been met.

Work in Residence

Students are required to complete 36 units in residence at Unity Bible College. Of the 39 upper-division units required for graduation, at least 30 upper-division units must be taken in residence.

General Education

The General Education curriculum consists of 45-62 units of coursework designed to provide the student with a strong and diverse academic preparation for a major and professional experiences. In addition to specific course requirements, students must complete nine (9) units designated as Interdisciplinary (I) coursework, and nine (9) units designated as Multicultural (M) coursework and in the core curriculum twelve (12) units designated as 300 and 400 level coursework. Courses which meet the Multicultural and Interdisciplinary requirements will be denoted in the course descriptions in this publication.

Majors and Minors

Though a minimum of 39 upper-division units are required for graduation, some majors require less than 39 upper-division units. The additional upper-division units may be taken in the student's major field or in other academic areas. A student may qualify for a minor by using these additional units to meet the requirements for a minor in the field of choice. When completing a major and minor twenty-four (24) units must be unique to the

major of which at least eighteen (18) must be upper division and nine (9) upper division units must be unique to the minor. Coursework for credit toward a major, minor, or emphasis must be passed with a minimum grade of C- and an overall average in the major or minor of 2.0 or higher. Certain disciplines may require a minimum grade of C (2.0) in the lower-division prerequisites also. Science courses with virtual labs may not meet major requirements.

Upper Division

Upper division requirements for graduation can only be fulfilled with courses at the 300 and 400 (Junior and Senior) level. Of the 39 upper-division units required for graduation, at least 30 upper-division units must be taken in residence. Lower division units cannot be used to fulfill upper division requirements. Upper division requirements that are varianced must be replaced by upper division electives. Students seeking substitutions and exemptions must submit an Academic Variance Form for approval.

Double Major

Students who wish to complete two majors may do so if the following conditions are met:

1. Students must complete all of the required courses listed in the catalog for both majors
2. Not more than four (4) upper division courses may be common to both majors
3. Twenty-four (24) units must be unique to each major, of which at least eighteen (18) units must be upper division.

Second Major

Students who have earned a baccalaureate degree or higher at another institution and wish to complete an additional major at Unity Bible College must complete all requirements for the major as listed in the catalog current at the time of admission to the College. The student must complete the regular graduation application process. Students completing a second major only will receive a certificate of completion. No certificate is granted for an additional minor.

Additional Major or Minor

Students who have earned a baccalaureate degree at Unity Bible College may complete an additional major or minor by completing all requirements for the major or minor, as listed in the catalog current at the time of readmission to the College. Of an additional major or minor, a minimum of twenty-four (24) units must be unique to the major and at least eighteen (18) units must be upper division. Those who have walked in the graduation ceremony may not participate again in ceremonies upon completion of the additional major or minor. The student must complete the graduation re-application process. Students completing an additional major only will receive a certificate of completion. No certificate is granted for an additional minor.

Second Degree

Students seeking a second baccalaureate degree must complete a minimum of 30 distinct units in a second area of major studies. Twenty-four of these units must be at the upper-division level. A minimum of 154 total units is required for graduation with a double or second degree. All general education (if different from first degree), prerequisites, supporting courses and departmental requirements for each major and degree, including residency must be completed.

Electives

A number of electives may be taken from the regular university courses offered in each department. Students should plan carefully and complete their required work first. Failure to do this may cause students to take more than 124 semester units in order to graduate.

Approval for Graduation

Students should review their UBC degree guide on a regular basis to evaluate progress toward graduation. Student should submit an application for graduation upon successful completion of ninety (90) or more earned units. Students who have submitted an application for graduation will receive a degree evaluation from the Office of the Registrar. Upon verification of eligibility to graduate a student may participate in ceremonies.

Graduation Applications must be submitted by the application deadline or the student will be assessed a Late Graduation Application fee due at the time of application. Applications received after the degree posting date will be required to apply for the next eligible degree date. All candidates for graduation must be recommended by the faculty. Failure to complete degree requirements by the designated posting date may require re-application and an additional fee will be assessed.

Graduation Honors

Honors are awarded according to the following cumulative grade point average: Cum Laude, 3.50; Magna Cum Laude, 3.70; Summa Cum Laude, 3.90. Honors announced at the graduation ceremony represent the cumulative grade point average at the completion of the Spring semester. Degrees and honors awarded in the ceremony are conditional upon completion of all course requirements in accordance with university policies. Post-baccalaureate students (Graduate and Second Major only) are not eligible for graduation honors.

Graduation Check List

- Complete at least 124 semester units of credit, at least 39 of which must be upper division (300 level and 400 level courses)
- Complete at least 36 units in residence at UBC, at least 30 of which must be upper division (300 level and 400 level course)
- Earn a cumulative grade point average of at least 2.0 overall with no grade below C- in the major field of study
- Complete all general education requirements
- Complete all coursework in a major as selected from the College Catalog
- Complete all coursework for minor or concentration, if applicable
- Complete a graduation application for planned graduation date
- Satisfy all financial obligations
- Be in good academic standing (not suspended or academically disqualified) at the time of completion

Degree Posting Dates

The College posts degrees three times each year, regardless of the specific date all work is completed. All degree requirements must be met prior to the posting date. The three approximate posting dates are at the end of the regular fall semester (last day in December), the end of the regular spring semester (first Friday in May), and the end of the regular summer semester (last day in August). Degrees completed between posting dates will be posted at the next scheduled date.

Once the degree is posted, no changes will be made to the transcript.

Academic Policies

Student Placement

Unity Bible College requires all new students to take placement exams in English. Based on the results of the placement exam, students may be required to take remedial coursework in reading and/or writing.

Transfer Restrictions

A maximum of 100 semester units may be accepted in transfer toward fulfilling degree requirements. Within these 100 units, no more than 30 upper division units may be transferred; no more than 70 units may be transferred from a community college. A maximum of 30 semester units is allowable from examinations (AP, CLEP, DANTEs, IB). A maximum of 18 units may be accepted in transfer at the lower division level for college transcribed completion of a Basic Peace Officer Standards Training (POST) certificate.

The university will evaluate previous college work to determine its relationship to the requirements of Unity Bible College. Only coursework completed with a grade of C- or better will be accepted in transfer. Lower division units and units from institutions that do not offer a baccalaureate degree will not be accepted for upper division credit. Unity Bible College does not accept transfer work that was not designated as

baccalaureate degree-applicable by the issuing institution.

All coursework completed at other institutions will be computed into the Unity Bible College cumulative grade point average regardless of course transferability.

Advanced Placement Credit

Students who score three (3) or higher on an Advanced Placement (AP) exam will receive three units of lower division credit for the equivalent course. AP scores provided below are subject to change. For the most current AP score information contact the Office of the Registrar. More information about the AP Program is available on the College Board web site at www.apcentral.collegeboard.com.

Credit for Prior Learning

Students through Online and Professional Studies may enroll for a one-unit portfolio development seminar. With guidance from the faculty, the student will develop a portfolio documenting college level learning which has been obtained outside of the traditional college classroom setting through work-related training, professional experiences, and community involvement. Portfolio credit can only be earned toward general elective credits and cannot be earned in a student's major.

Enrollment at Other Institutions

All students who wish to take coursework at other institutions and wish to apply this work toward degree requirements at Unity Bible College must receive prior approval. The purpose of this is to ensure that the coursework is transferable to Unity Bible College, and to encourage student success by monitoring total academic loads. Students not receiving prior approval for enrollment at another institution may not be permitted to transfer those credits. Additional information and appropriate forms are available on the Unity Bible College web site.

Course Load

The standard academic load for undergraduate students is 12-18 units. The maximum course load is 18 units. A student may be approved to register for more than 18 units if the student has 1) a 3.0 cumulative GPA, 2) a minimum 3.0 session GPA in the preceding semester, 3) no outstanding incomplete course work, and 4) status as a Sophomore, Junior or Senior in good academic standing. Permission for overload is granted on a semester by semester basis. A desire to graduate early is, in itself, not sufficient reason to receive approval for academic overload.

Classification of Students

At the beginning of each semester all students are officially classified in the following manner:

First-Time Freshman	Any regular student with no prior university experience
Freshman	Any student with prior university experience who has less than 30 semester units
Sophomore	Any regular student who has earned 30 semester units
Junior	Any regular student who has earned 60 semester units
Senior	Any regular student who has earned 90 semester units
Graduate	Any regular student who has completed a bachelor's degree and is study in a Master's program

Scholastic Regulations

An undergraduate student must maintain scholastic standards to remain enrolled at Unity Bible College. A student must earn a minimum cumulative grade point average (GPA) of 2.0 to graduate.

Academic Probation

A student who does not maintain a minimum cumulative GPA of 2.0 or who does not earn a minimum semester GPA of 1.7 will be placed on Academic Probation. A student on Academic Probation will be restricted to a maximum of 13 units during the next semester of enrollment, will be required to meet with an Academic Advisor to adjust their schedule and develop a course plan, and may be required to participate in an academic

success experience. A student who earns a minimum cumulative GPA of 2.0 and a minimum semester GPA of 1.7 during the probationary semester will no longer be on Academic Probation. A student on Academic Probation who does not achieve a minimum cumulative GPA of 2.0 in the probationary semester but does earn a 2.3 semester GPA will continue on Academic Probation.

Academic Suspension

A student who fails to earn a 2.0 cumulative GPA and a 1.7 semester GPA OR a 2.3 semester GPA during the probationary semester will be placed on Academic Suspension. Additionally, a student who fails all academic courses during any given semester will immediately be placed on Academic Suspension. To continue enrollment at UBC, a student on Academic Suspension must appeal to and be approved by the Admissions and Retention Committee. If approved to continue, a student will be placed on Academic Probation and will be held to the restrictions and requirements of the Academic Probation status.

Academic Disqualification

A student who is suspended for a second consecutive semester will be academically disqualified and may not enroll at UBC for at least one semester. To regain academic qualification, a student must demonstrate the educational skills and motivation necessary to be academically successful. How these skills can be demonstrated will be outlined in each student's appeal decision letter, but may include attending a community college to complete 9-12 units of academic coursework in a single semester with earning a 2.3 semester grade point average or better. A student who has demonstrated academic success may then appeal to the Admissions and Retention Committee for readmission to UBC under Academic Probation status. A student may need to readmit to the university prior to enrolling (see Satisfactory Academic Progress in the Financial Aid section and Readmit in the Admissions section).

Following the close of each semester a letter of notification will be sent to each student who has a change in academic status. All appeals related to the above regulations should be directed to the Chair of the Admissions and Retention Committee in compliance with dates detailed in the letter.

Student Grievances

A student wishing to express concerns or grievances about academic matters, involving coursework or interactions with instructors in and out of the classroom, should ordinarily follow a regular order of contacts. The first contact would be between the student and the instructor involved so that there is opportunity for each to address the issues that directly affect them. If the student feels unable to approach the instructor directly or does not believe the issue has been fully resolved with the instructor, the next contact would be with the Chair of the Department or Dean of the School or College having oversight of that course. If issues remain unresolved at these levels, the final academic point of contact would be the Academic Dean of Online and Professional Studies for Online and Professional Studies Program courses or the Dean of Academic Services for Traditional Program courses.

Academic Dishonesty

Academic dishonesty (cheating, plagiarism, copying, and other forms) will be reported to the Dean of Students. Judicial sanctions for offense are handled on a case-by-case basis depending on the seriousness of the violation, prior violations and other factors. Judicial sanctions may include, but are not limited to, loss of a letter grade or failure in the course in which the offense occurred, suspension, and/or dismissal from the College. A detailed discussion of academic dishonesty is located in the Student Handbook.

Credit/No Credit Courses

A student may take up to twelve (12) units of coursework on a "credit/no credit" basis in lieu of a letter grade. ENG 113 and 123 (English Composition) may not be taken on a "credit/no credit" basis, and not more than two (2) courses in general education may be taken on a "credit/no credit" basis.

Not more than one course may be taken per semester on a "credit/no credit" basis. All courses in the student's major field or minor field must be taken for a letter grade.

The student's decision for this grading option must be made during the Add/Drop Period. In order to receive credit for work completed on a "credit/no credit" basis, the work must be equivalent to a C- grade or

better. The grade of “credit” does not effect the GPA calculations; a grade of “no credit” has the same effect on the GPA calculation as a failing grade.

Pass/Fail

Chapel/Convocation (GST 050), First Year Orientation and Christian College Success (GST 100 FOCUS), Essentials for Online and Professional Studies (GST101) and other courses are graded on a “pass/fail” basis. The grade of “pass” does not effect the GPA calculations; a grade of “fail” has the same effect on the GPA calculation as a failing grade.

Incomplete Grade Policy

A Petition for Incomplete Work is filed only in cases of extreme and unforeseen emergencies. Students receiving financial aid may adversely affect aid eligibility by taking an Incomplete. If a grade of I is not raised to a passing grade six weeks after the end of the session, term, or semester, the grade automatically becomes an F and credit for the course may be obtained only by repeating the course. An incomplete fee is charged for all approved incomplete petitions. Approval for an Incomplete is gained by petition to the dean of the school, college, or division in which the course is offered. It is the responsibility of the student to initiate and complete the process for incomplete work prior to the end of the semester. Students who receive an Incomplete will not be eligible for semester honors (Provost’s or President’s Honor Roll).

Examinations/Make-up Tests

Students are expected to take all tests at the regularly scheduled time. In the case of serious illness or extreme emergency, a faculty member may allow the student to take a make-up test WITHIN TWO WEEKS of the originally scheduled test date. If the test is not made up within two weeks, the student may receive no credit for that test. It is the responsibility of the student to arrange for a make-up test by securing permission of the instructor IN ADVANCE of the test to be missed. The student must then schedule a make-up test appointment with the Instructor. A \$5 fee will be charged for all make-up tests.

Repeating Courses for Grade Replacement

A student may repeat a course in which a grade of C- or lower was earned. For grade replacement to apply, the course must have been originally taken in residence and repeated in residence. Courses that may be repeated multiple times for credit are not eligible for grade replacement. Tuition will be charged for the repeated units. Students may not repeat a course once the baccalaureate degree has been posted.

Students who elect to repeat a course may do so only one time for grade replacement. The second grade earned will be used in GPA calculations regardless of which grade is higher. If a grade of C- or higher is not earned when the course is repeated, the student may repeat the course again; however, subsequent grades will not replace the grade from the first repetition. Subsequent grades will be used in GPA calculations.

Grade Changes

Students who believe a grade has been recorded in error have the responsibility to initiate a grade change request with the instructor. There is a five-year limit on requests for grade changes based on computation and recording errors. Otherwise, grades are final at the completion of the course. No grade changes will be permitted once the degree has been posted.

Quality of work in a course is indicated as follows:

- A Indicates the highest quality of work and is reserved for outstanding achievement.
- B Indicates definitely superior work done in a sustained and intelligent manner
- C Indicates average university-level work satisfactorily performed
- D Indicates the lowest passing grade
- F Indicates a failing grade
- P Indicates a passing grade
- CR Indicates work attempted under the “Credit/No Credit” grading option and was completed at the C– level or better

NC	Indicates work attempted under the “Credit/No Credit” grading option that was completed below the C– level Grade of
W	Indicates a withdrawal from the class
I	Indicates incomplete work.
NR	Indicates no grade has been submitted.

Course Grade	Quality Points	Course Grade	Quality Points
A	4.0	D-	0.7
A–	3.7	F (Fail)	0.0
B+	3.3	P (Pass)	0.0
B	3.0	CR(Credit)	0.0
B –	2.7	NC(No Credit)	0.0
C+	2.3	W(Withdraal	0.0
C	2.0)	0.0
C –	1.7	I (Incomplete)	0.0
D+	1.3	SP (Satisfactory	
D	1.0	Progress)	

Semester Honors

Each semester the College awards the President's Honor Roll and the Provost's Honor Roll to students who achieve academic excellence. In order to qualify for the President's Honor Roll a student must earn a session GPA of 4.0 while taking a minimum of 12 units of graded coursework (not P/F, CR/NC, AU, etc.) and maintaining satisfactory scholastic standing. In order to qualify for the Provost's Honor Roll a student must earn a session GPA of at least 3.6 while taking a minimum of 12 units of graded coursework (not P/F, CR/NC, AU, etc.) and maintaining satisfactory scholastic standing. All courses taken during a given semester must be successfully completed; any failing grade (including chapel fail and NC) or Incomplete will disqualify the student for semester honors. Post-baccalaureate students are not eligible for semester honors. Students will not be eligible for the Provost's or President's Honor Roll if they elect to Petition for an Incomplete. Semester honors will be posted on the transcript.

Grade Reports

Grade reports are available to students through UBC upon the completion of the semester. Students with a student account hold are not eligible for a grade report. The College does not release any grade information to any person other than the requesting student without the written permission of the student.

Change of Address

It is frequently a matter of great importance for the College to be able to locate students quickly. For this reason students are asked to file a Student Information Change form with the Office of the Registrar promptly upon a change of address. Failure to receive College notices because of an incorrect or outdated address provided by the student will not relieve the student of responsibility for the information provided.

Classification and Numbering of Courses

The first digit of the course number indicates the year level of the course: 100–first undergraduate year; 200–second undergraduate year; 300–third undergraduate year; 400–fourth undergraduate year; 500–graduate level.

College level courses not having a year designation are signified by 000. These courses are primarily in the Music Department and Chapel/Convocation.

Course Cancellations and Format Changes

Courses at Unity Bible College are subject to cancellation, meeting day and time changes, or format changes for reasons such as low enrollment, curriculum updates, or staffing. Students will be notified of course cancellations and schedule changes via their UBC e-mail account.

Study Abroad

Students may receive academic credit for overseas study tours offered by Unity Bible College or authorized Study Abroad programs. A maximum of 18 units per semester may be earned for Study Abroad. Non-academic tours will not be considered for academic credit. All students wishing to receive Study Abroad credit must attend a Study Abroad Information Session and must process their Petition to Study Abroad prior to the trip's departure. Study Abroad petitions are available from the Dean of Academic Services. Students will be assessed a Study Abroad per unit tuition rate for tours offered through UBC. Student's participating in other authorized study abroad programs will be assessed for the cost of the program.

Directed Study and Independent Study

Directed Study will be limited to those courses listed in the catalog and are part of the College's regular curriculum. Independent Study will be limited to original coursework not included in the College's regular curriculum. Approval for the arrangement must include the faculty member, Dean/Department Chair, and Registrar. In addition to regular tuition, a per-unit Directed/Independent Study fee will be assessed. Students petitioning for Directed/Independent Study must adhere to the following guidelines:

- Only juniors and seniors are eligible for directed/independent study.

- Only students who have a 3.0 or better grade point average are eligible for directed/independent study.
- No student may take more than a total of four units of independent study or directed study in any given semester.
- A form for directed/independent study may be obtained from Enrollment Advising. It must be completed with the appropriate faculty member and submitted to the Department Chair and Registrar for approval.
- A maximum of nine (9) units of directed study or independent study may be applied towards degree requirements.

Internship

An internship is a form of experiential learning that integrates knowledge and theory learned in the classroom with practical application and skills development in a professional setting. Internships give students the opportunity to gain valuable applied experience and make connections in professional fields they are considering for career paths; and give employers the opportunity to guide and evaluate talent.

Students may enroll in an internship for academic credit at the upper division level with approval and signatures from the faculty member, Dean/Department Chair, Career Services, and Registrar. Students are responsible for locating their own internship experience prior to enrollment but are encouraged to utilize the Career Services office for assistance in the process and to obtain the required paperwork in order to enroll. Minimum enrollment requirements include a 2.0 cumulative GPA and sophomore status. Internships must be completed within the semester in which both the enrollment and the internship experience occur; retroactive credit may not be granted for internships previously served.

Challenging a Course for Credit or Exemption

A student wishing to challenge a course by examination or certification should consult the Office of the Registrar for information. Not all courses offered at Unity Bible College may be challenged by exam or certification, and determinations will be made by the appropriate academic dean or department chair.

Students wishing only to be exempt from a course requirement, but not wishing to receive university credit, will be billed the exemption by exam or exemption by certification fee, and no credit will be earned. The exemption by exam fee will be assessed whether or not the exam is successfully passed.

Students wishing to receive credit for the challenged course and successfully pass the exam will be charged the appropriate tuition and a grade of “Credit” will appear on the transcript. If the exam is not passed the student will only be charged the exemption by exam fee and nothing will appear on the transcript.

Challenge exams may be attempted only once per course and should be completed prior to the add/drop dates. Credit and tuition costs for coursework completed by exam will appear in the semester that the exam is passed. Students may not exceed 30 units of degree credit by challenge exams including AP, CLEP, and DSST, IB, and UBC exams.

Post Baccalaureate Credit

Post baccalaureate credit for a course taken as an undergraduate student must be requested prior to the posting of the bachelor’s degree. The following criteria must be met in order to grant credit:

- Course(s) were not used to complete a bachelor’s degree, second major, minor, emphasis, or concentration.
- Student was classified as a Senior (90.0+ units) when courses were completed.

Privacy of Student Records

In compliance with Federal Legislation (Buckley Amendment) a student’s confidential academic record is available for inspection by the student. See the Office of the Registrar for further information.

By law the following information may be considered directory information and thus able to be released without prior permission of students involved: student’s name; address; telephone listing; e-mail address; date and place of birth; photo; major field of study; participation in official recognized sports activities; weight

and height of athletic team members; dates of attendance, degrees, and awards received; and the most recent previous educational institution attended by the student.

Attendance and Withdrawal Policies

Completion of the registration process constitutes a contract and obligates the student for full payment. The student must complete the appropriate process to add, drop, or withdraw from a course. Course registration adds, drops, and withdrawals are processed by students through the UBC portal. Students may seek assistance with the UBC registration process from the enrollment advising office. To withdraw from the College, the student must submit a Petition to Withdraw to the Enrollment Services office, this process can not be completed through UBC. Students should consult the College Calendar, Schedule of Classes, and Enrollment Advising for course and semester add, drop and withdraw dates.

Class attendance is of paramount importance, and excessive absences will negatively affect the final grade. The individual instructor defines, in the course syllabus, the grading attendance policies for each class.

Adding a Course

During the initial Add period a student may add a course to his or her schedule of classes. Adding a course could result in the increase of student account tuition and fee charges.

Dropping a Course

During the initial Drop period a student may drop a course and receive a full credit of tuition if applicable. No mark will appear on the transcript. A student may not drop a class merely by ceasing to attend. Dropping a class could result in the reduction of already awarded financial aid and an increase in the student account balance.

Withdrawal from a Course

Students may withdraw from a course during the Withdraw period. A grade of W will appear on the transcript. No credit of tuition will be granted after the Drop period. After the Withdraw period no withdrawal from a course will be permitted. Students who cease attending after the withdrawal date will receive a grade of F in that course.

A student who never attends or stops attending a course for which he or she is officially registered, without following the accepted procedures, will receive a grade of F in that course. A student who wishes to initiate withdrawal from a course after the deadline may do so by filing a petition to present a serious and compelling reason for withdrawal to the Office of the Registrar or OPS Registrar. Approval for such a withdrawal will be granted only in extreme cases where extenuating circumstances are evident and can be substantiated. No financial adjustments are made. Failing or performing poorly in a class, and dissatisfaction with the subject matter, class or instructor is not acceptable serious and compelling reasons for late withdrawal.

Withdrawal from the College and Semester

Complete official withdrawal from the College and semester is permitted through the last day of the final examination period and is permitted only if a course has not already been completed. Students requesting full official withdrawal from the College and semester must complete a Petition to Withdraw form available in the Office of Enrollment Services. To complete the official withdraw process the student must also initiate enrollment changes in the Office off the Registrar, complete the Exit Interview process through the Financial Aid Office and reconcile any account balance in the Student Accounts Office. Failure to comply with these regulations will result in failing grades being entered on the student's permanent record, and dismissal will be recorded as unofficial.

Ceasing to attend does not constitute an official withdrawal from a course or from the College. However, ceasing to attend all courses may result in Return to Title IV processing as required per federal regulations.

Refer to the Financial Aid and Student Account sections in this catalog for additional information regarding the effects of completing an official withdraw and the effects of ceasing to attend without providing official notification to the College according to the official withdraw process.

Administrative Discretion

The College reserves the right to disqualify, discontinue, exclude, or involuntarily withdraw any student from the College at the discretion of the provost, the vice president for enrollment and student services, dean of students services, or designee.

Unity Bible College is concerned about the well-being of all students. Behavior that demonstrates that the student's well-being may be in jeopardy, interferes with the educational efforts of other students, puts fellow students or the institution at risk, or conflicts with Unity Bible College's mission to educate all students may result in an administrative withdrawal from the institution.

Other Academic Information

Library

In addition to encouraging the use of local public libraries, UBC hosts a variety of study material on its website, which is made accessible to all students.

Office of the Registrar

The Office of the Registrar maintains the student's official academic record and assists students with transcripts, letter requests, degree and enrollment verifications, veterans benefit enrollment certification and other requests related to the student's enrollment. The Office of the Registrar also maintains articulation agreements, completes official evaluation of previous college work, reviews requests for concurrent enrollment transfer approvals, reviews academic variances, processes all applications for graduation, reviews the academic record for final degree completion, and posts completed degrees.

General Education Rationale

The General Education curriculum at Unity Bible College aims to provide a foundation of knowledge, skills and values that are consistent with the liberal arts tradition. Representing a diverse sampling of academic disciplines upon which a student may build intellectually, these courses provide opportunities for students to progress toward academic maturity and to develop the skills necessary for success in upper division coursework in a specific discipline. It is the intent of these courses to enhance students' knowledge and to improve their understanding of the world and its people. Requirements for upper division general education coursework afford additional opportunity for integration of a Christian world-view with more advanced study in a variety of areas, enhancing rigor and influence, particularly for students who transfer in much of their general education coursework. It is hoped that this knowledge and understanding, particularly when contextualized within the Christian world-view promoted by the College will lead to wise and moral action, and that students will be challenged to become better citizens and better Christians.

The mission and identity of Unity Bible College resonate with the assertion that there are three features essential for Christian higher education: reflection, valuing and responsibility. General education is the first step in a course of study which develops students into reflective beings, ignited by natural inquisitiveness, valuing beings who are empowered to act, and responsible agents prepared for citizenship and stewardship. In concert with further study, general education aims to equip individuals to think and act for themselves in the dignity of people created in God's image.

While a liberal arts program is not designed to train students for applied or specialized fields, it does promote employability skills, including the ability to think for oneself, communication and analytical skills, and the capacity for lifelong learning. A variety of subjects are looked at from various points of view, enabling students to develop an informed openness to new information. Problem solving, creative thinking, critical and reflective reading skills, the ability to conduct research and organize material effectively, as well as an awareness of cultural differences are all fostered by this curriculum. The world

is changing rapidly, and it is important to develop these skills, which are very resistant to obsolescence, in tandem with the specific knowledge and training afforded by a major.

Recognizing that general education comprises a significant portion of the undergraduate degree, it is designed to be the foundation for achieving the College Student Outcomes. The skills, knowledge and values gained in the general education requirements are reinforced by advanced study in the major. To that end, general education requirements focus on two major components: competencies and breadth. Competency requirements ensure that the student has standard knowledge and skills in a given area. Breadth requirements ensure that the student is exposed to the ideas and content seminal to the liberal arts tradition and necessary for advanced studies. In addition, a decidedly Christian perspective is integrated into these requirements, and afford the student an opportunity to develop a Christian worldview.

COLLEGE CURRICULUM

General Education

The General Education curriculum consists of a minimum of 55 units of coursework designed to provide the student with a strong and diverse academic preparation for a major and professional experiences. In addition to the below specified number of units in the various areas of discipline (37 units in total across Areas 1 – 5), students must complete nine (9) units designated as Interdisciplinary (I) coursework, and nine (9) units designated as Multicultural (M) coursework. UBC students will bring in the General Education courses from an accredited transferring institution or receive credit for lifelong learning experience.

Area 1 - English Communication

Three courses required, one in English composition, one in critical thinking-English composition, and one in oral communication (at least 9 semester units)

- 1A - English Composition
- 1B - Critical Thinking - English Composition
- 1C - Oral Communication (required by CSU only)

The requirements 8A and 8B identify courses which, when taken in sequence, satisfy the 1B requirement.

- 8A - Critical Thinking
- 8B - English Composition

Area 2 - Mathematical Concepts and Quantitative Reasoning

One course (at least 3 semester units)

- 2A - Math

Area 3 - Arts and Humanities

At least three courses, with at least one from the arts and one from the humanities (at least 9 semester units)

- 3A - Arts
- 3B - Humanities

Area 4 - Social and Behavior Sciences

At least three courses from at least two disciplines (at least 9 semester units)

- 4A - Anthropology and Archaeology
- 4B - Economics
- 4C - Ethnic Studies
- 4D - Gender Studies
- 4E - Geography
- 4F - History
- 4G - Interdisciplinary, Social & Behavioral Sciences
- 4H - Political Science, Government & Legal Institutions
- 4I - Psychology
- 4J - Sociology & Criminology

Area 5 - Physical and Biological Sciences

Two courses, one physical science and one biological science; at least one must include a laboratory (at least 7 semester units) Courses that include a lab component are underlined on ASSIST IGETC reports.

- 5A - Physical Science
- 5B - Biological Science
- 5C - Laboratory Activity

PROGRAMS OF STUDY

Associate of Arts in Biblical Studies

Prerequisite: The Associate of Arts candidate must have completed a High School education or equivalent GED.

Required Coursework:

The AA Degree Program consists of six required courses and two electives. The following courses, equaling 24 units, are required for completion of this degree program:

BIBL100	How to Study the Bible	3 Units
CMIN100	Discipleship Training	3 Units
NTBS300	Synoptic Gospels	3 Units
THEO100	Intro to Christian Theology	3 Units
OTBS200	Book of Genesis	3 Units
EVAN100	Intro to Evangelism	3 Units
_____	Electives	6 Units

Bachelor of Arts in Biblical Studies

Prerequisite: The Bachelor of Arts candidate must have completed a High School education or equivalent GED.

Required Coursework:

General Education: The GE requirements for BA Degree Programs include 92 credit hours of coursework across a diverse range of disciplines, including Mathematics, English, History, Science, and Humanities. UBC student will transfer these courses in from an accredited Community College or equivalent experience.

Major Requirements: The BA Degree Program consists of twenty-eight courses in the major, which includes twelve electives.

BIBL100	How to Study the Bible	3 Units
CMIN100	Discipleship Training	3 Units
NTBS300	Synoptic Gospels	3 Units

THEO100	Intro to Christian Theology	3 Units
OTBS300	Book of Genesis	3 Units
EVAN100	Intro to Evangelism	3 Units
CHHI300	Church History I	3 Units
CHHI301	Church History II	3 Units
THEO300	Systematic Theology I	3 Units
THEO301	Systematic Theology II	3 Units
THEO306	Doctrine of Christ	3 Units
BIBL300	Hermeneutics	3 Units
OTBS302	Book of Psalms	3 Units
OTBS____	Old Testament Elective	3 Units
NTBS____	New Testament Elective	3 Units
_____	Electives	18 Units

Master of Arts in Biblical Studies

Prerequisite:

The Master of Arts candidate must have completed a Bachelor's degree and have completed either the BA of Biblical Studies degree program or equivalent. The following minimum undergraduate coursework (or equivalent) must have been completed:

THEO302	Doctrine of God	3 Units
THEO303	Doctrine of Hell	3 Units
THEO304	Doctrine of Man	3 Units
THEO305	Doctrine of Satan	3 Units

Required Coursework:

The MA Degree Program consists of twelve courses to include two electives. The following courses, equaling 36 units, are required for completion of this degree program:

THEO502	Doctrine of the Holy Spirit	3 Units
THEO503	Eschatology	3 Units
OTBS304	Wisdom Literature	3 Units
OTBS305	Apocalyptic Books	3 Units
NTBS303	Pastoral Epistles	3 Units

NTBS500	Hebrews	3 Units
_____	Elective	6 Units

Doctor of Philosophy Religious Studies (Ph.D.R.S.)

Prerequisite: The Doctor of Philosophy candidate must have completed a Doctoral program.

Required Coursework:

The Ph.D. Degree Program consists of four courses and a required dissertation. The following courses, equaling 30 units, are required for completion of this degree program:

PHI-707	Philosophy of Christian Religion	3 Units
PHI-712	American Philosophies in Religion	3 Units
PHI-713	Philosophy of Theism	3 Units
PHI-715	Christian Ethics	3 Units

The Following must be completed in accordance with UBC rules and regulations regarding dissertations and projects:

PHI-709	Directed Research in Philosophy	3 Units
PHI-710	The Proposal for the Dissertation	3 Units
PHI-711	Dissertation	12 Units

Student Requirements:

The Ph.D. Candidate will be required to work directly under and UBC academic Advisor.

The Ph.D. Candidate will be required to complete an Independent Research Paper, for course. The assignment should directly reflect the comprehensive learning the student has attained, through the completion of his research and study, on the course topic. The paper must be at least ten pages long.

COURSE DESCRIPTIONS

UNDERGRADUATE COURSES

BIBL100 How to Study the Bible

Course Description:

This course is an introduction to the basic principles of biblical interpretation and hermeneutical procedures. The student will develop the skills to practice a methodical approach to the observation, interpretation, and application of the Scripture across its various genres.

Course Objective:

An aptitude in Bible study is essential for both life and ministry. Therefore, the ability to properly read, interpret, and apply the Bible is foundational for all. Consequently, the skills taught and the tools used in this course will prepare the student for a rich and enjoyable study of God's Word.

BIBL101 Synoptic Gospels**Course Description:**

An introduction to the authorship and contents of the Synoptic Gospels. Special attention will be given to important persons, places, events, as well as to key chapters.

Course Objective:

The aim of this course is structured to help the student interpret biblical passages in their proper context within the Synoptic Gospels. There are insights to mankind, teachings for virtuous living, truths about the Savior, and principles for living an abundant life for Christ. The student will also be challenged to evaluate traditional and critical options of interpretation.

BIBL300 Hermeneutics**Course Description:**

An advanced course in hermeneutics including a study of the history of interpretation, both biblical and extra-biblical, and an examination of the current status of various interpretive approaches to the Scriptures.

Course Objective:

Believers from all realms of life need the ability to interpret God's Word correctly. Pastors, associate pastors, and teachers need these abilities to develop expository sermons and lessons. Those in other fields, such as counseling, business, and education, need these abilities in order to integrate biblical truths with the principles and hypotheses of people in their fields. All believers need hermeneutical skills in order to identify and defend against heretical teachings and to grow in their Christian lives.

CHHI300 Church History I**Course Description:**

A survey of the first fifteen centuries of the Christian Church including the persecutions, the rise of heresy, the development of Roman Catholicism during the Middle Ages, and the groups which dissented against Roman Catholicism.

Course Objective:

This course is designed to give the student an awareness of the unique aspects of the life of the Christian Church in that period.

CHHI301 Church History II**Course Description:**

A survey of the Christian Church from the 16th century to the present. Includes the background, development and results of the Reformation, modern missions, the ecumenical movement, American Christianity and Evangelism.

Course Objective:

A study of the development of the Christian Church from the fifteenth century to the present is essential for those who will minister within that institution in order to understand their heritage and build upon it. This course is designed to give the student an awareness of the unique aspects of the life of the Christian Church in that period.

CMIN100 Discipleship Training

Course Description:

This course is designed to help the student examine the life of the Christian. In addition to examining the development of an individual's skills, several other issues will be explored such as the ordering of one's private world, the personal character of the Christian, and becoming a Christian that lasts.

Course Objective:

To learn how to be a student of Christ through the Bible for the purpose of imitating that lifestyle with an emphasis on teaching others.

EVAN100 Introduction to Evangelism

Course Description:

An in-depth study of how to lead people to Christ. Special attention will be given to the theology of all aspects of evangelism including the follow-up. Various methods of approach and presentation will be considered. Emphasis will be placed on evangelism and the local church for conservation of results.

Course Objective:

This course was designed in obedience to the Great Commission found in Matthew 28:19-20. It is the belief of this college to prepare every Christian for their primary vocation.

NTBS300 Synoptic Gospels

Course Description:

An introduction to the authorship and contents of the Synoptic Gospels. Special attention will be given to important persons, places, events, as well as to key chapters.

Course Objective:

The aim of this course is structured to help the student interpret biblical passages in their proper context within the Synoptic Gospels. There are insights to mankind, teachings for virtuous living, truths about the Savior, and principles for living an abundant life for Christ. The student will also be challenged to evaluate traditional and critical options of interpretation.

NTBS303 Pastoral Epistles

Course Description:

An expository treatment of the epistles to Timothy and Titus, emphasizing the personal responsibilities and the public functions of the pastor as he administers the affairs of a local church. Attention is given to such introductory matters as date, authorship, occasion, and purpose.

Course Objective:

The Pastoral Epistles contain valuable instruction pertaining to the doctrine of the church and discuss several practical matters relating to Gospel ministry. It is important that the student be aware of the key theological contributions of the Pastorals as well the debates surrounding their background and authorship.

OTBS200 Book of Genesis

Course Description:

An intensive doctrinal and historical study of the text considering the related issues of chronology, creation, the fall, the flood, and the Patriarchal cultural setting. The lives of Abraham, Isaac, Jacob and Joseph are given special attention for their practical value.

Course Objective:

Genesis is foundational in that it is God's revelation concerning crucial beginnings: the universe, our earth, man, sin, and salvation. Thus, one's theology will only be as sound as his understanding of Genesis. Therefore, it is of utmost importance that every Christian be knowledgeable of Genesis

OTBS300 Book of Genesis

Course Description:

An intensive doctrinal and historical study of the text considering the related issues of chronology, creation, the fall, the flood, and the Patriarchal cultural setting. The lives of Abraham, Isaac, Jacob and Joseph are given special attention for their practical value.

Course Objective:

Genesis is foundational in that it is God's revelation concerning crucial beginnings: the universe, our earth, man, sin, and salvation. Thus, one's theology will only be as sound as his understanding of Genesis. Therefore, it is of utmost importance that every Christian be knowledgeable of Genesis.

OTBS302 Book of Psalms

Course Description:

An in-depth study of representative types of psalmic materials. Attention is given to questions of historical setting and literary form as they relate to major religious ideas and teachings.

Course Objective:

OBST302 explores the message of the book of Psalms and why the Psalms are important to the Christian faith. The course demonstrates how Psalms builds our theology through its reflection on kingship and the promised Messiah and models godly worship through its historical record of Israelite song.

OTBS304 Wisdom Literature

Course Description:

A survey of the historical background, nature, and purpose of divine revelation in the poetic literature of the Old Testament. An analysis of the form and content of the poetic books of the Old Testament: Job through Song of Solomon, and Lamentations.

Course Objective:

This course provides the student with the knowledge and tools to understand and apply the poetical books of the Old Testament. The ministerial student should be able to properly interpret the poetry of the Old Testament for preaching, teaching, and/or counseling.

OTBS305 Apocalyptic Books

Course Description:

An expository treatment of the two major apocalyptic books of the Bible. The verse-by-verse study will be supplemented with historical, doctrinal and eschatological materials emphasizing the relationship of these two prophetic books.

Course Objective:

The apocalyptic books of Daniel and Revelation provide mankind with the most detailed disclosure of coming prophetic events in the Bible. These books have captivated the attention of Bible students for centuries, and continue to arouse keen interest from scholars and laymen alike. It is essential that students of Scripture understand the purpose and content of these two books. Accurate comprehension of these books is critical to the development of a biblical view of prophecy and the end times.

THEO100 Introduction to Christian Theology

Course Description:

This is a general survey of Bible doctrine designed to synthesize and outline each of ten major areas of systematic theology, including prolegomena, bibliology, theology proper, Christology, angelology, and pneumatology.

Course Objective:

All students need to be grounded in doctrine to know what they believe and why they believe it.

THEO300 Systematic Theology I

Course Description:

A course beginning the study of systematic theology with special attention given to prolegomena the doctrines of Scripture, God, angels, humanity and sin.

Course Objective:

Christian theology supplies a biblical perspective on reality. Theological reflection is essential for the person who hopes to help others cope with reality; he or she must be able to provide biblical, reasoned, and sensitive responses to the hard

questions of faith. Therefore, THEO300 helps to prepare the student for ministry by introducing them to the study of systematic theology.

THEO301 Systematic Theology II

Course Description:

A course completing the study of systematic theology with special attention given to the doctrines of the person and work of Christ, the Holy Spirit, salvation, the church, and last things. Such issues as nature and extent of salvation, the origin, nature and future of the church, and the eternal state are explored.

Course Objective:

In relation to God, these doctrines are those that detail His work to glorify Himself in His creation. In relation to pastoral and soul care ministries, the doctrines related to the human predicament and the work of God to bring wholeness and healing are especially important. Part of that healing is the building of a new community, which functions to establish believers and hold them accountable to their commitment to Christ until He returns.

THEO302 Doctrine of God

Course Description:

A study of the existence, nature, and attributes of the triune God. Contains a study of such doctrines as the decree of God, Creation, the providence of God, and the doctrine of the Trinity.

Course Objective:

For students seeking advanced studies in theology and apologetics this course develops themes discussed in the foundational systematic theology classes relating specifically to the Christian doctrine of God. These include classic and modern discussions concerning the existence and attributes of God and with the works of God in relation to creation and providence.

THEO303 Doctrine of Hell

Course Description:

A study of the existence, nature, and attributes of Hell. Contains a study of popular and competing doctrines of Hell as it compares to the Holy Bible.

Course Objective:

The reality of Hell is just as important as the reality of Heaven. As a matter of fact, the existence of one confirms the other. The student's understanding of Hell is just as important as their understanding of Heaven.

THEO304 Doctrine of Man

Course Description:

A study of the existence, nature, and attributes of Man. Humanity is God's greatest creation. God spoke everything into existence, but took His time to form the shape of man out of the dust of the earth and deposited into the lungs of man the same creating force that is in Him.

Course Objective:

It is necessary to understand the greatness and importance of humanity. This study is not to produce arrogance, but actually meekness in His greatest creation to help humanity understand the responsibility of humanity to God's plan.

THEO305 Doctrine of Satan**Course Description:**

A study of the existence, nature, and attributes of Satan. Contains a study of the origin, fall, dominion, purpose, and ultimate punishment of Satan.

Course Objective:

The Christian has one primary enemy that seeks to destroy the works and plans of God – Satan. Although his demise is imminent, his effort to achieve his goal against God and the church is unwavering. To effectively win the battle against our chief adversary, we must know his tactics.

THEO306 Doctrine of Christ**Course Description:**

A study of the Person and work of Christ as revealed through Messianic prophecy, the Incarnation and His ministry as Prophet, Priest, and King. Special attention is given to the contributions of John and Paul to a full understanding of this doctrine.

Course Objective:

As believers in Christ and as servants of God to the body of Christ, we are ever working to come to an increasingly complete view of the Christian faith in its wholeness and particularly of that which is its basis, its foundation, the fact that God has come in space and time in Jesus Christ and revealed Himself to us in order to reconcile us to Him. From this reality all else springs, the saving moment of God Himself to us that we may know Him that is life eternal. It is for this and related reasons that the person and work of Christ must have our active attention, acknowledgement, understanding and response.

THEO310 Biblical Theology I**Course Description:**

Deals with theological studies in bible doctrine. The areas of study to covered shall include but not limited to the following: God, Yeshua the Messiah, the Holy Spirit, the Covenant People of God, the New Covenant, Torah, Melki-tzedek Priesthood, Spiritual Authority and Financial Stewardship.

Course Objective:

All students need to be grounded in doctrine to know what they believe and why they believe it.

THEO311 Biblical Theology I**Course Description:**

Course Objective:

All students need to be grounded in doctrine to know what they believe and why they believe it.

GRADUATE COURSES**THEO502 Doctrine of the Holy Spirit****Course Description:**

A study of the existence, nature, and attributes of the third part of the Trinity – the Holy Spirit. The doctrine of God (THEO302) provides an introduction to the Trinity as this class takes a deeper and more focused look at the Holy Spirit, His role in creation and in the life of the Believer.

Course Objective:

To build a closer relationship with the Holy Spirit. To understand Him and learn how to work in cooperation with Him to achieve God's purpose.

THEO503 Eschatology**Course Description:**

A discussion of several issues challenging the church today in relation to dispensational hermeneutics, the rapture, the tribulation, the millennial kingdom, the future of the church, and the nations, as well as recent attempts to coordinate Bible prophecy with current events.

Course Objective:

The purpose of this course is to examine the doctrines of "last things" as reflected in Scripture and as developed in Christian theology. Two doctrines define a proper Christian worldview— creation and the "blessed hope." This study brings the story of salvation history from its inception in the Garden of Eden to its consummation in eternity.

NTBS500 Hebrews**Course Description:**

An intensive exegetical study of Hebrews. The course includes an investigation of the doctrines of Christ, especially His mediatorship and priesthood and the use of the Old Testament in this book. A verse-by-verse exposition will follow a brief study of authorship, background, destination and purpose.

Course Objective:

Hebrews is one of the more important books in the New Testament. This is due to a number of reasons: (1) it presents more "unsettled problems" (2) it makes a more extensive use of the Jewish Scriptures than any other New Testament document, (3) it is the major work on Jesus' high priestly ministry, (4) there are widespread interest and historical debates over its severe warning texts, (5) it has a skillful construction and scholarly appeal, and (6) it has as its message

a “word of encouragement” (13:22). Hebrews is, therefore, one of the most crucial New Testament books, which will be to the benefit of the student to master.

DOCTORAL COURSES

PHI-707 Philosophy of Christian Religion

Course Description:

Analyzes various philosophies that propose answers to apparent contradictions between the existence of evil and God. How Biblical theism can answer the major questions in areas of metaphysical, moral, and physical evil.

Course Objective:

To gain knowledge and understanding of the co-existence of God and evil. To gain insight as to how to apply theism as answers to the major questions in Christianity.

Course Assignment:

To research, compile, and submit a comprehensive paper, based on your understanding of the different philosophies explaining the existence of God and evil. Your research paper must be at least ten pages long.

PHI-712 American Philosophies in Religion

Course Description:

New England Puritanism to Black Catholicism, Church architecture to electronic church. student will cover the whole spectrum of American faith. Traditions, movements, sects, events, denominations, and personalities that have shaped American Christianity.

Course Objective:

To gain knowledge and understanding of the many factors that influence American faith.

Course Assignment:

To research, compile, and submit a comprehensive paper, based on your understanding of the many traditions, movements, events, denominations, and personalities that have formed American faith. Your research paper must be at least ten pages long.

PHI-713 Philosophy of Theism

Course Description:

A course dealing historically with the basis for theistic belief and the relative validity of several historical theistic approaches.

Course Objective:

To gain knowledge and understanding of the different theistic approaches, their basis and validity.

Course Assignment:

To research, compile, and submit a comprehensive paper, based on your understanding of Philosophy of Theism. Your research paper must be at least ten pages long.

PHI-715 Christian Ethics**Course Description:**

Student will explore the options & issues. With an up-to-date survey of contemporary ethical issues and the application of Biblical principles. Antinomianism to unqualified absolutism, abortion, euthanasia, capital punishment, civil disobedience, marriage and divorce. Evaluate different positions.

Course Objective:

To gain insight and understanding through study of the current ethics facing Christians in the work-place, community, government, and family. To use a variety of sources and evaluate different positions for each topic.

Course Assignment:

To research, compile, and submit a comprehensive paper reflecting what you have learned through your study of Christian ethics. This should not be an argumentative paper, but a reflective one, offering insight into all aspects of ethical issues. Your written paper must be no less than ten pages long.

PHI-709 Directed Research in Philosophy**Course Description:**

Directed research/readings in philosophy under supervision of an Academic Advisor to meet the needs/interests of the student. May be repeated.

Course Objective:

To gather information applicable to your selected dissertation project. The research will be used to develop a Dissertation proposal as well as the actual dissertation.

Course Assignment:

Review the "Dissertation Writing Guide" for information on research. For specific guidance, please consult with an Academic Advisor.

PHI-710 The Proposal for the Dissertation**Course Description:**

This course focuses on the preparation of research. The student will learn how to organize knowledge within his field for presentation in a standard scholarly fashion. Course requires that the student present an acceptable proposal for review and analysis in lieu of final course examination.

Course Objective:

Summarize research findings and introduce the topic of your study in an acceptable format.

Course Assignment:

Review the "Dissertation Writing Guide" for information on submitting a proposal. For specific guidance, please consult with an Academic Advisor.

PHI-711 Dissertation

Course Description:

The student will develop an original work demonstrating ability to add to the body of knowledge in his field for presentation to, and acceptance by the University. dissertation is to be 150-300 pages, original, type written, bound, and presented in approved form.

Course Objective:

Organize research and new ideas, supported through research, in a dissertation format.

Course Assignment:

Review the "Dissertation Writing Guide" for information on research. For specific guidance, please consult with an Academic Advisor.