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# SEMINARY & GRADUATE STUDIES CATALOG



BOB JONES UNIVERSITY  
EST. 1927



2014–2015

# SEMINARY & GRADUATE STUDIES CATALOG



BOB JONES UNIVERSITY  
EST. 1927



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WITHIN THE CULTURAL AND ACADEMIC SOIL  
OF LIBERAL ARTS HIGHER EDUCATION,  
**BOB JONES UNIVERSITY EXISTS  
TO GROW CHRISTLIKE CHARACTER**  
THAT IS SCRIPTURALLY DISCIPLINED, OTHERS-SERVING,  
GOD-LOVING, CHRIST-PROCLAIMING AND FOCUSED ABOVE.

As a Christian liberal arts higher education institution we:

- Educate regenerate men and women of varying educational backgrounds and proficiencies from across the nation and around the world.
- Educate the whole person through a biblically-integrated liberal arts curriculum.
- Equip individuals with a biblical worldview and with the ability to defend that worldview.
- Offer programs leading to undergraduate and graduate degrees in a range of disciplines in a residential environment supplemented by distance learning and professional development opportunities.
- Foster spiritual, intellectual, social and physical development and cultural expansion of the individual.
- Are committed to excellence in teaching by a godly, competent and professional faculty who are dedicated to furthering the University's mission.

As a Christian higher education institution committed to helping Christian students grow in Christlikeness we:

- Emphasize excellence and hold students accountable to pursue it for the purpose of developing character.
- Teach individuals to apply the Scriptures to practical Christian living.
- Seek to develop individuals who are committed to Jesus Christ as Lord, who are engaged in service and leadership in a biblically faithful local church, and who have a compelling concern for reaching the unconverted with the Gospel.
- Are steadfastly committed to remaining faithful to the biblical doctrine and principles in our founding charter.
- Develop a constituency of regenerated students who have adequate preparation to profit from a Christian college education.

# A MESSAGE FROM THE PRESIDENT



**DR. STEVE PETTIT**  
*President*

FOR NEARLY 90 YEARS, BOB JONES UNIVERSITY HAS SERVED AS A THRIVING COMMUNITY OF COMMITTED CHRISTIAN STUDENTS, FACULTY AND STAFF INTENT ON SERVING JESUS CHRIST.

Since our founding in 1927, over 85,000 young people have benefited from the teaching and discipleship of our knowledgeable, dedicated and caring faculty and staff.

Accredited by the Transnational Association of Christian Colleges and Schools, Bob Jones University is well known for its academic excellence and commitment to a biblical worldview—both in and out of the classroom.

Our graduates serve the Lord across all vocations. They are Christian workers, tradesmen, lawyers, doctors, educators, homemakers and business executives. They have what it takes to excel. They are in demand for their vocational skills, spiritual steadfastness and personal character.

BJU's founder, Dr. Bob Jones Sr., purposed "to make this university a center of the highest academic standards and Christian culture to which carefully chosen young people will come from all parts of the world and receive their training and from which these trained Christian leaders will go forth to render service to our Lord in all corners of the globe."



BJU presents today's Christian student with incredible opportunities to learn how to make a living, and—more importantly— how to live. Through a challenging and rewarding liberal arts education, the University prepares each student to be a competent, Christlike example in whatever life context the Lord places him. Through courses such as English, history, communication, science, math and philosophy, the BJU Core helps students understand the essential elements of human experience and apply vital thinking and communication skills in writing, listening and speaking. BJU Core courses such as Hermeneutics and Apologetics educate students to understand, explain and defend the essential doctrines of the Christian faith. Courses in each major prepare students to excel in their chosen fields and a wide variety of electives enable them to develop their personal interests. BJU professors teach each course from a biblical worldview, helping students grow spiritually as they learn.

Bob Jones University has a spirit all its own and offers unparalleled opportunities to its students outside the classroom. From ministering in local churches to robust exposure to the arts and leadership opportunities in student organizations, the BJU experience offers students personal growth and Christian fellowship.

As a Christian institution, Bob Jones University stands firmly for the authority of God's Word and opposes all atheistic, agnostic and humanistic attacks upon the Scripture.

Every faculty member in the University signs our orthodox creed each year. We have proved in this institution that it is possible in the present day to be thorough in scholastic work and still hold to the faith of our fathers.

James admonishes those who need wisdom to ask for it. We seek His wisdom and begin each class and public event with prayer. We encourage and support our faculty, staff and students as they minister to each other in life-on-life discipleship as each of us seeks to follow Christ.

Simply put, Bob Jones University stands as a testament to our Lord and Savior Jesus Christ. What is here is His doing—it is not our own. As faculty and staff, it is our prayer that we consistently point students to Jesus Christ as they build their faith in our classrooms, chapel services and their involvement in ministries at local churches in the Greenville area. Through their service to Jesus Christ as students, we believe they are well prepared to leave our classrooms and serve Him around the world both in their local churches and in whatever vocation God has called them.

I invite you to visit Bob Jones University and see for yourself what God is doing here. Come join us!



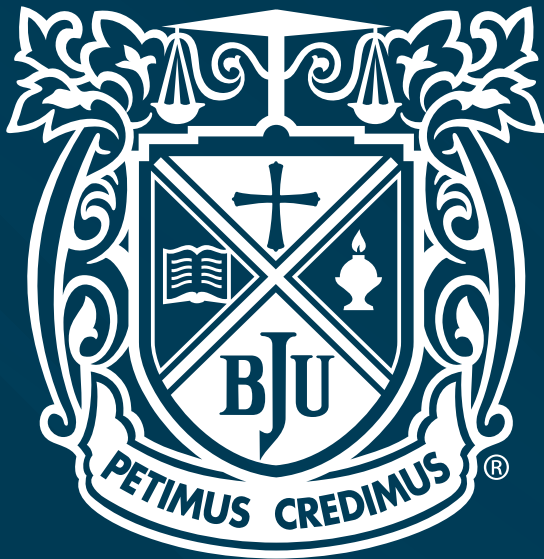
Steve Pettit

# UNIVERSITY CHARTER

The general nature and object of the corporation shall be to conduct an institution of learning for the general education of youth in the essentials of culture and the arts and sciences, giving special emphasis to the Christian religion and the ethics revealed in the Holy Scriptures; combating all atheistic, agnostic, pagan and so-called scientific adulterations of the Gospel; unqualifiedly affirming and teaching the inspiration of the Bible (both the Old and the New Testaments); the creation of man by the direct act of God; the incarnation and virgin birth of our Lord and Saviour, Jesus Christ; His identification as the Son of God; His vicarious atonement for the sins of mankind by the shedding of His blood on the cross; the resurrection of His body from the tomb; His power to save men from sin; the new birth through the regeneration by the Holy Spirit; and the gift of eternal life by the grace of God.







## THE CREST

The scales represent the proper balance of life and the fact that man weighed in God's balances is always found wanting; the cross speaks of Christ and our redemption; the book is the Word of God; and the lamp is the light of Truth. The BJU motto, *Petimus Credimus* ("we seek, we trust"), underscores the University's foundation and purpose. We seek to inculcate into our students a desire for knowledge of the arts and sciences, and we seek to satisfy that desire. We trust the Bible as the inspired Word of God, the Lord Jesus Christ as the only hope of the world and His Gospel as the solution to the problems of our day.



# THE PLEDGE

Bob Jones University is determined that no school shall excel it in the thoroughness of its scholastic work and, God helping it, in the thoroughness of its Christian training.

## OUR CHRISTIAN PHILOSOPHY OF EDUCATION

Christian education at BJU is a spiritual ministry that has as its purpose to further the process of spiritual development in the image of God. BJU endeavors to teach students to know God and to imitate Him in His character and in His works. This commitment embraces all that is done in and out of the classroom. Knowledge of the written Word of God, the Bible, remains at the center. The disciplinary studies radiate from this center as studies of God's works. Biblical truth is not confined to the required Bible courses but is diffused throughout the curriculum.

Yet to know God implies more than just knowledge about God. The knowledge of God that is unique to Christian education is a personal knowledge that begins with repentance of sin and faith in Jesus Christ as Savior and develops through obedience to and communion with God. To know God is to be born into the family of God and to live in fellowship with Him. With this knowledge as the starting point, student attention is directed outward to the full range of natural facts and human experience and to formulations of that experience in history and

philosophy, literature and art—all as reflective of the work of God intersecting with the work of man. The student develops a worldview coherent with the work of God in his life.

The work of God in a student's life is a process of his imitating God in his character and service. Accordingly, BJU faculty and administration urge students onward in this process and provide an environment structured toward this purpose. As in secular education, the environment of Christian education is artificially selective, including elements favorable to its purpose and suppressing those unfavorable to it. BJU does not apologize for the prescriptiveness of the educational experience here. Its character goals require it.

BJU also provides students with ministry opportunities so it becomes natural to them to live out their beliefs in service to God and to others. Students are requested to have weekend ministries of various sorts both in the immediate area and in surrounding states as well. The University keeps before all its students their responsibility to share the Gospel and minister to others.

# ACADEMIC CALENDAR

## Summer Sessions 2014

May 12–Aug. 16	Special Session
May 12–June 6	First Session
June 9–July 3	Second Session
July 7–Aug. 1	Third Session

## First Semester 2014

Aug. 29–Sept. 2, Fri–Tue	Check-in & Registration Activities
Sept. 3, Wed	Classes begin
Nov. 26–Dec. 1, Wed–Mon	Thanksgiving Break
Dec. 15–18, Mon–Thu	Final Examinations
Dec. 18, Thu	First Semester ends

## Second Semester 2015

Jan. 12–Jan. 13, Mon–Tue	Check-in & Registration Activities
Jan. 14, Wed	Classes begin
Jan. 19–23	Winter Mini Session
March 23–27, Mon–Fri	Bible Conference
May 4–7, Mon–Thu	Final Examinations
May 7–8, Thu–Fri	Commencement Activities
May 8, Fri	Second Semester ends

## Summer Sessions 2015

May 11–Aug. 15	Special Session
May 11–June 5	First Session
June 8–July 3	Second Session
July 6–31	Third Session

### AUGUST 2014

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### SEPTEMBER 2014

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### OCTOBER 2014

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### NOVEMBER 2014

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### DECEMBER 2014

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### JANUARY 2015

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### FEBRUARY 2015

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### MARCH 2015

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### APRIL 2015

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### MAY 2015

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### JUNE 2015

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### JULY 2015

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# INFORMATION DIRECTORY

## For information on:

## Write to:

General Information, Admission and Catalogs . . . . .	Director of Admission
Transcripts and Records of Incoming Students . . . . .	Director of Admission
Fees, Expenses, Methods of Payment . . . . .	Chief Financial Officer
Academic Reports, Course Offerings & Other Scholastic Matters . . . . .	Registrar
Graduate Programs . . . . .	Dean of Arts & Science, Education, Fine Arts & Communication or Seminary & Graduate School of Religion (see the Undergraduate Catalog for more information)
Alumni Information . . . . .	Vice President for Advancement & Alumni Relations
BJU Distance Learning . . . . .	Manager of Center for Distance Learning
Employment	
Faculty . . . . .	Provost
Staff . . . . .	Chief Human Resources Officer
Graduate Assistantships . . . . .	Chief Human Resources Officer
Student . . . . .	Chief Human Resources Officer
Gifts, Bequests and Scholarship Donations . . . . .	Chief Financial Officer
Outreach Ministries . . . . .	Director of Center for Leadership Development
Visiting Students Activities & Residence Hall Reservations . . . . .	Welcome Center

It is understood that attendance at Bob Jones University is a privilege and not a right, which may be forfeited by any student who does not conform to the standards and regulations of the institution. BJU may request withdrawal of any student at any time, who, in the opinion of the University, does not fit the spirit of the institution, regardless of whether or not he conforms to specific policies and regulations of BJU.



# ADMISSION

## TO GRADUATE EDUCATIONAL PROGRAMS

### GENERAL REQUIREMENTS

This catalog has been written and designed to answer most of the questions that might be asked about the University's academic programs and services as well as its academic, admission, registration, curriculum development and research policies. The volume is intended to be used as a guideline and does not create an expressed or implied contract.

Bob Jones University (BJU) reserves the right to expand, delete or otherwise modify its degree programs or courses of study and associated policies; to change its rules and policies affecting the admission and retention of students or the granting of credit or degrees; to change the academic calendar, course offerings, course content or academic programs; or to alter its fees and other charges whenever such changes are judged by it to be desirable or necessary. In any such case, BJU will give appropriate notice as reasonably practicable under the circumstances.

Candidates for admission to any of the schools of BJU must give evidence of good character. Students transferring from other institutions may be asked to present statements of honorable dismissal.

Any applicants whose admission falls outside of those criteria described in the paragraphs below will go to the Admission Committee for a decision. The director of Admission will inform the applicants of the admission decision.

### NOTIFICATION OF NONDISCRIMINATION

Students of any race, color, age, sex, national origin, protected disability or veteran status are admitted to all the rights, privileges and activities generally accorded or made available to students at Bob Jones University. BJU does not discriminate on the basis of race, color, sex (including pregnancy), national origin, age (40 or older), disability, veteran status, or genetic information or any other characteristic protected by federal, state or local law in its administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered programs.

## GENERAL GRADUATE PROGRAM ADMISSION STANDARDS

BJU offers graduate work in English, religion, fine arts and communication, and education. The applicant must hold a bachelor's degree from an approved college or university and must qualify for a program of study leading to a graduate degree. The student's undergraduate program of study must be substantially equal to the undergraduate program of study required in that particular field at Bob Jones University, including major and general requirements. General graduate work approval includes meeting one of the following:

- 2.5 cumulative undergraduate GPA or higher on all college work (a cumulative GPA of 2.0 is needed for admission to the master of divinity and master of ministry program);
- 2.4 cumulative undergraduate GPA and B average in major;
- 2.4 cumulative undergraduate GPA and exceptional talent;
- 2.4 cumulative undergraduate GPA and 170 on the GRE w/150 on the verbal portion (before Aug. 1, 2011, 800 on the GRE w/450 on the verbal portion).

Further details concerning specific requirements are given elsewhere in the Seminary & Graduate Studies Catalog under the College of Arts and Science, Seminary and Graduate School of Religion, School of Fine Arts and Communication, and School of Education.

An applicant who meets all undergraduate requirements for admission to graduate work is given admission subject to the regulations regarding admission to candidacy which apply to all graduate students. An applicant who is deficient 13 or more credits will be admitted as a Postgraduate Special Student limited to undergraduate courses only. Once this student has less than a 13-credit deficiency, admission to candidacy may be granted. All students should remove academic deficiencies as early in their program as possible. In every case an applicant for graduate study must present an undergraduate record of such quality as to predict success on the graduate level. Students wishing to enter the graduate school with bachelor's degrees from Bible colleges will be accepted if their grades are adequate and if they meet the following conditions: the undergraduate work taken for the bachelor's degree must contain a total of at least 120 semester credits with a minimum of 70 credits in academic subjects. Of those 70 credits, not more than 20 may be from the combined fields of music, speech and commercial skills courses. Courses in Bible, church administration or practical work will not be considered as applying toward the 70 semester credits of academic subjects required.

## ADMISSION PROCEDURES

### Students Attending Bob Jones University for the First Time

1. Apply online at [www.bju.edu/apply](http://www.bju.edu/apply) or call Admission at Bob Jones University.
2. Fill in the application form completely and submit it.
3. Request each college or university where coursework has been previously taken to send a complete transcript to Bob Jones University
4. Upon receipt of these materials, the Admission office will process the application, notify the applicant of his or her admission status, and send further information.

### Students Who Attended Bob Jones University Previously

1. Apply online at [www.bju.edu/apply](http://www.bju.edu/apply) or call Admission at Bob Jones University.
2. Fill in the application form completely.
3. Upon the receipt of these materials, the Admission office will process the application, notify the student of his or her admission status, and send further information.

## Former Students Who Have Been Suspended or Denied Reenrollment

A student who is withdrawn on Disciplinary Suspension or denied reenrollment in Bob Jones University may be considered for readmission for a term that begins at least one complete semester following the time of his or her termination.

In addition to following the procedures for “Students Who Previously Attended Bob Jones University,” the student will be asked to provide a recommendation from his or her pastor and a letter of apology; and in some cases, an interview with the dean of men or dean of women will be required.

## Time Required for Processing of Application

Ordinarily, an application can be processed in no less than three weeks; and it is not unusual for an application to require six weeks or longer for processing. It is necessary to secure the transcripts from other schools, secure the necessary character recommendations, and coordinate all these records in the Admission office before the admission decision can be made. Following an applicant’s acceptance, a nonrefundable reservation fee must be paid to confirm his or her reservation. Upon enrollment, the fee will be applied toward the semester’s tuition and fees. No reservation is final until all these records are in order and the reservation fee is received. Consequently, the applicant should allow as much time as possible for the processing of his or her application.

The School of Fine Arts and Communication graduate programs have deadlines for the submission of all admission materials: application, audition/portfolio and any program-specific requirements. The fall semester deadline is the previous April 1 and the spring semester deadline is the previous Oct. 15.

## OTHER ADMISSION CATEGORIES

### Admission as a Part-Time Student

Since 10 credits constitute the minimum full-time load for a graduate student in BJU and since all residence hall students are full-time students, a part-time student by definition is any student carrying fewer than 10 credits. All residence hall graduate students are required to carry a minimum of 10 credits.

To secure a permit to register, a part-time graduate student must follow the regular procedure in filing application for admission.

### Admission of International Students

One of the unique features of Bob Jones University is that as a private liberal arts university it attracts its student body each year from virtually all the states plus the District of Columbia, the outlying possessions of the United States, and more than 40 foreign countries. In addition to those who are foreigners by citizenship, BJU attracts each year a number of students who are of American citizenship but who were born and have been reared in foreign countries.

Bob Jones University is proud of its international students and works diligently to facilitate the admission of its qualified international applicants. The international student, however, who desires admission to Bob Jones University will do well to read carefully the following paragraphs.

An international student makes application for admission to Bob Jones University in the same manner as any other student—with the additional need to meet certain requirements of the student’s own country plus the requirements of the United States for approval to study in this country. Before a letter can be sent from BJU to the student to assist him or her in securing the necessary credentials to leave the student’s own country to enter the United States for study, the international student must do as follows:

1. Submit the electronic application with the reservation fee for the semester for which the reservation is requested (must be in United States funds). In the event the application should be denied, the reservation fee will be refunded.

2. Furnish satisfactory evidence as to the student's character, ability to meet financial obligations in this country and academic preparation for study in an American university. The student must also provide proof of proficiency in the English language.

Students for whom English is not the native language must take the Test of English as a Foreign Language (TOEFL) exam upon making application to BJU. The exam is offered only at selected times and places. Information, dates of administration, online registration, etc., are available at [www.ets.org/toefl](http://www.ets.org/toefl). It normally takes four to six weeks for the exam results to be reported to BJU. The TOEFL code number of our institution is 5065. These test scores are useful in processing a student's application for evaluating his mastery of the English language.

<i>Minimum TOEFL Regular Admission</i>	<i>Internet TOEFL (iBT)</i>	<i>Paper TOEFL (PBT)</i>
Undergraduate Level	61 (section scores of 15)	500
Graduate Level: Master's	79 (section scores of 19)	550
Graduate Level: Doctor's	100 (section scores of 20)	600

In establishing academic preparation for study in Bob Jones University, students educated outside the United States must submit a credential evaluation report from World Education Services ([www.wes.org/application/](http://www.wes.org/application/)). Applicants must request a course-by-course evaluation of their university work. Bob Jones University must be identified as a recipient of the completed World Education Services report. The student is evaluated academically on the basis of this report; and advanced standing, if any, is allowed on the basis of recommendations made by Academic Council.

Because of the time involved, every international applicant is expected to submit the application with all the necessary credentials at least six months to a year in advance of the semester in which he or she expects to enroll. Canadian students must allow no less than three months for the processing of their applications.

A letter of tentative acceptance granted to an international student on the basis of satisfactory preliminary information is subject to final confirmation by the completion of all records pertaining to the student, including the evaluation of academic credentials by the credentials committee, which is final and binding in all cases. It is understood that the international student, in claiming the reservation, accepts this provision as part of the student's contract with BJU.

### Bridge to College English

The Bridge to College English (BCE) exists to prepare international students to succeed in English-medium courses at Bob Jones University for admission as degree candidates. The program includes non-credit courses in various aspects of English and college-level courses in Bible and speech as well as the Freshman Seminar. It supports the following goals of the Division of English: Students will be able to communicate well and will be able to apply knowledge of language structure. Students have the advantage of being immersed in English in a warm Christian atmosphere where Christlike character is nurtured.

BCE is offered during the fall semester. Near the end of the semester, students will take the Test of English as a Foreign Language (TOEFL). Students who achieve the necessary TOEFL score will be admitted in a degree program for the spring semester.

<i>Minimum TOEFL Entry Requirements</i>	<i>Internet TOEFL (iBT)</i>	<i>Paper TOEFL (PBT)</i>
Undergraduate Level	48 (section scores of 10)	460
Graduate Level	62 (section scores of 15)	510
Doctoral Level	100 (section scores of 15)	600

The core of the BCE program is daily instruction in English as a second language, including all four language skills: listening, speaking, reading and writing. The student will be in a small class, where he or she will receive generous amounts of friendly individual attention. As part of the program the student will receive special help in listening to lectures and taking notes as well as in other skills needed by students.

### Admission to Advanced Standing

Transfer students seek admission to BJU in the same manner as other students. It will be helpful, therefore, for every prospective transfer student to read the general requirements for graduate admission. Transfer students are responsible to see that official transcripts of all previous college-level work are sent directly from each institution attended. All such transcripts should be requested at the time the application is submitted to the University since the application cannot be processed until all records are in order. Transcripts are not accepted directly from students.

All transfer credits are accepted on a provisional basis, which means that they do not become a part of the student's permanent record until after he or she has successfully completed one semester of resident study leading toward a degree from BJU. To validate the credit on any transcript of record, a student is expected to earn the same grades or better in residence at Bob Jones University.

The transfer student should note that the academic year at Bob Jones University is divided into two semesters and that the unit is the semester credit. Quarter hours are converted into semester credits at the ratio of 3:2—that is, three quarter hours equal two semester credits. While every effort is made within the regulations to give the transfer student full value of his or her previous work, no fractional credits are recorded and course credits of a fragmentary nature are disallowed.

### Admission as a Postgraduate Special Student

A student holding a bachelor's degree who wishes to secure additional training but who does not wish to follow a program of study leading to an advanced degree may enroll as a postgraduate special student. Such a student may take courses only on the undergraduate level, choosing those courses based upon the student's objective for taking such special work.

### Veterans Readmission

BJU fully supports and complies with the veteran readmission requirements in the Higher Education Opportunity Act of 2008. In general, any student whose departure and absence from BJU is necessitated by reason of service in the uniformed services shall be entitled to readmission to the University (exceptions include individuals receiving dishonorable or bad conduct discharges or those who are sentenced in a court-martial). In most cases, the student must apply for readmission within five years of completion of military service. For full details in regard to notification of Student Life and reenrollment, see Policy Volume 5, Section 5.2.4.2 on the university intranet.

## TRANSFER CREDIT

### Graduate Transfer Credit Regulations

The regulations governing the transfer of credits earned in other institutions are as follows:

1. It is the policy of BJU to consider for transfer, credits earned in a regular college or university or other institutions at the graduate level. The accreditation status of the other institutions will be a factor in transfer credit decisions, but it will not be the sole or primary factor.
  - a. Coursework Earned at Non-Regionally or Nationally Accredited Institutions: In cases where a student submits coursework from an institution that is not regionally or nationally accredited, a course-by-course evaluation is conducted by the Registrar based on recommendations of the faculty in the relevant academic program to ascertain if the coursework is at the graduate level and is comparable to courses offered at BJU.

- b. International Coursework: International students with graduate study outside of the United States must submit a credential evaluation report from World Education Services ([www.wes.org/application](http://www.wes.org/application)). Those with prior graduate work must request a course-by-course evaluation and identify Bob Jones University as the recipient of the completed report. See the BJU Admission of International Students Policy for additional information.
  - c. Military Institutional Coursework: Coursework from the Air University, the Defense Language Institute, the United States Naval Academy, the United States Military Academy, the United States Air Force Academy and the United States Coast Guard Academy will be considered for transfer if a comparable course is offered at BJU.
2. Only those credits which carry a grade of at least B at the graduate level may be transferred (no grades of C, D, F or P).
3. Courses acceptable for transfer must be substantially in line with the course of study offered by Bob Jones University and must serve a useful purpose in the particular curriculum which the student proposes to follow. A course to be accepted need not be identical with a course offered at Bob Jones University, but it must be a course, even as a general elective, which is in line with the requirements as defined in the Seminary & Graduate Studies Catalog.
4. In transferring credits, all evaluations are made in terms of courses as they appear in the university Seminary & Graduate Studies Catalog. Though the original course titles are retained, the student's transfer record will show the course number as it appears in the Bob Jones University graduate catalog. Transfer courses for which there exist no parallel courses in this institution but which are acceptable for transfer will be assigned the proper departmental classification.
5. BJU does not accept in transfer any work done at the graduate level by correspondence. Undergraduate deficiencies may, however, be removed through correspondence work at approved schools.
6. BJU does not accept in transfer any graduate courses offered by an institution that does not grant graduate degrees.
7. BJU does not accept in transfer for graduate credit any undergraduate courses taken at another institution even if the offering institution accepts the coursework as graduate-level work.
8. A unit of credit at Bob Jones University is a semester hour. Quarter hours are transposed into academic credit at the ratio of 3:2—that is, three quarter hours equal two semester credits. No fractional credits are recorded, and course credits of a fragmentary nature are disallowed.
9. Transfer credit is limited to a maximum of six semester credits for the Master of Arts, Master of Music, Master of Science, Master of Education, Master of Ministry and Doctor of Ministry degree programs. Up to a maximum of 48 semester credits may be transferred into the Master of Divinity degree program. A maximum of 45 semester credits may be transferred into the Doctor of Philosophy degree programs. It is understood that students transferring in substantial credits at the graduate level will not normally take additional work in transfer once they are accepted into a graduate program at Bob Jones University.
10. A graduate student's transfer work is not calculated into his or her grade point average.
11. Credit Appeals Process: Upon completion of the credit review processes, students will be notified of the decision by the Records Office. A student wishing to challenge course credits deemed ineligible for credit must file a written appeal with the dean of the appropriate school for reconsideration. Within 10 business days of receipt of the appeal, the dean will notify the student of the results of the review. Any changes will be communicated to the Records Office for official processing. If the student does not agree with the dean's decision, he or she may file an appeal to the Academic Council. The chair of the Academic Council will advise the student of its decision within 10 business days. The decision of the Academic Council is final.

## TRANSFER WORK PROCEDURES

**Approved Work:** Accepted courses are recorded with a BJU catalog number and the title of the course transferred from the other institution. Approved transfer work is available on one's checksheet under the Academics menu option in StudentCentral. Any apparent contradiction, omission or error should immediately be brought to the attention of the credentials analyst in the Records Office (Administration Building).

**Validation Approval:** Courses subject to validation by placement test, portfolio or division approval. Validation ensures the level of instruction for continued study in the subject area.

1. If continuing in a subject area at BJU, all validations must be secured at the time of the student's initial semester registration at BJU.
2. If not continuing in a subject area, validation is not necessary and the courses may be approved as elective credit. By the end of the student's initial semester of enrollment at BJU, the student must notify the Records Office of his intent to discontinue study in that area at BJU.

**Conditionally Approved:** Courses currently in progress at another institution and conditionally approved based upon final grades with receipt of an official transcript. Only grades of A or B will transfer.

**Pending Approval:** Courses where additional information is needed (e.g., course description, syllabus, etc.) before a decision can be made.

Transfer work is not calculated into an undergraduate student's grade point average (GPA) until the degree has been conferred. Transfer work of an associate degree student or a graduate student is not calculated into his or her GPA.

### Transfer Work Waiver

Students may waive receiving transfer credit for courses from a previously attended institution by completing a Transfer Work Waiver. Any coursework waived can never be counted toward any undergraduate degree at BJU. The student may have to retake the courses at BJU to fulfill degree requirements. The Transfer Work Waivers should be completed at the Records Office in the Administration Building by the end of the student's initial semester of enrollment.

### Transfer Work Validation Waiver

Students who do not pass or do not pursue validation for transfer work (e.g., art, music theory, modern languages, etc.) and who will not be continuing in the subject area, including as a major or minor, may have such courses count as general electives. By the end of the student's initial semester of enrollment at BJU, the student must complete a Transfer Work Validation Waiver at the Records Office in the Administration Building to have transfer work count toward elective credit. If the student decides to continue in the subject area, all prerequisites must be met. If later the student changes to a major or minor in the subject area, a Transfer Work Waiver form must be completed at the Records Office. The transfer work will then be removed from the student record.

Graduate Programs: Any deficiencies makeup work must begin the initial semester of a student's enrollment until all deficiencies are completed. Any deficiencies listed on a student's checksheet must be successfully completed before a degree can be conferred from BJU. Graduate students who did not attend BJU may, at the discretion of the Academic Council, be required to take Bible courses.

## STUDENT IMMUNIZATIONS

All reservations for residence programs are contingent upon the applicant's submitting the BJU Student Immunization form. First-time students who do not complete this requirement prior to matriculation, must obtain the required immunizations at area medical providers in the first few weeks after their arrival on campus.

## GRADUATE ASSISTANTSHIPS

Each year BJU awards graduate assistantships to outstanding students who wish to pursue a graduate degree or a second undergraduate degree. An assistantship runs for one year with an opportunity to extend and yields a competitive wage that allows the assistant to pay a special rate for room, board and tuition. The tuition covers an academic load of six to 10 semester credits during the work agreement.

Teaching and residence hall graduate assistants work/teach half time during semesters on a 9-month basis. The agreement begins during the month of August.

Staff graduate assistants work 28 hours during semesters and 40 hours during summers on a 12-month basis with a maximum of 10 non-paid work days off during the year.\* Specific duties are assigned by the department manager.

\* International student requirements will differ.

For more information, contact the BJU Human Resources department.



# FINANCIAL INFORMATION

## GRADUATE STUDIES

<i>Full-Time Students</i>	
Tuition per semester (10–16 credits)	\$6785
Room & Board per semester	\$3045
Program Fee per semester	\$225
<i>Part-Time Students</i>	
Tuition per credit (1–9 credits)	\$680
Program Fee (1–5 credits)	\$112.50
Program Fee (6–9 credits)	\$168.75
<i>Summer Sessions 2015</i>	
Tuition (per credit hour)	\$450
Room & Board: Four-week session	\$760
Room & Board: Two-week session	\$380
Special Session: Tuition (per credit hour)	\$350
Special Session: Study Tour registration fee for credit	\$65
<i>Distance Learning</i>	
Online Classes: Tuition (per credit hour)	\$350
ProctureU testing service (used by all online classes)	\$15

## SEMINARY & GRADUATE SCHOOL OF RELIGION

<i>Full-Time Students</i>	
Tuition per semester (10–16 credits)	\$3395
Room & Board per semester	\$3045
Program Fee per semester	\$225
<i>Part-Time Students</i>	
Tuition per credit (1–9 credits)	\$340
Program Fee (1–5 credits)	\$112.50
Program Fee (6–9 credits)	\$168.75
<i>One-Week Ministry Session (January/July) for Master of Ministry &amp; Doctor of Ministry</i>	
Tuition per session (3 credits)	\$1020
Contact Admission for available options for Room & Board per semester	
<i>Summer Sessions 2015</i>	
Tuition (per credit hour)	\$340
Room & Board: Four-week session	\$728
Room & Board: Two-week session	\$380

## TUITION

The full-time tuition rate for graduate students includes a load of 10–16 semester credit hours. There will be an additional per credit hour charge for any load over 16 credit hours.

- In order to be eligible for federal student loans, graduate students must be enrolled in at least three credit hours.
- Part-time students who audit or repeat a course will be required to pay the regular per credit hour charge for those courses.
- Summer Session: Tuition for resident courses are due at the time of registration. No refund of tuition will be given if the course is not completed.
- Winter Mini-Session: Tuition is due at the time of registration. No refund of tuition will be given if the course is not completed.
- Dissertation Research Project: Tuition is due at the time of registration. No refund of tuition will be given if the project/research is not completed.
- Distance Learning: Tuition for all distance learning courses will be charged separately from resident courses.

## GRADUATE FINANCIAL INCENTIVE PROGRAMS

### School of Education

**Educator Professional Development Program:** Full-time employees of Christian Schools who have been approved for a graduate education program (MEd in Teaching and Learning or MS in Educational Leadership) are eligible to receive a 50 percent discount on tuition for graduate online courses that fulfill degree requirements. Discount does not apply to required deficiencies.

### Seminary & Graduate School of Religion

**Seminary Discount Program:** Students enrolled in a residence course in the following seminary degree programs will receive a 50 percent discount on tuition.

- Master of Arts
- Master of Divinity
- Doctor of Philosophy

**Professional Ministry Program:** The following are available to graduate students who are enrolled in the Division of Professional Ministry (Master of Divinity, Master of Ministry and Doctor of Ministry) who are also in full-time Christian ministry.

**Extended Payment Plan:** Graduate students in full-time Christian ministry may pay 50 percent of the cost of room, board and tuition at the time of registration. The balance may be divided into six monthly payments with no interest. These arrangements must be made with the director of Financial Aid prior to registration.

#### **Incentives:**

- **Initial Course Incentive**—Master of Ministry students in the Division of Professional Ministry may take their first course on an audit basis, tuition free. Courses taken as an audit receive no credit. This incentive applies only to residence courses.
- **Second Course Free Incentive**—Division of Professional Ministry students who have paid for their first course and have registered for a second course that begins within a year of the conclusion of the first course may receive free tuition for the second course and if applicable, the DVD or Web access fee will also be covered.
- **Ministry Graduate Incentive**—Any Division of Professional Ministry student who has completed the coursework for a ministry program may audit unlimited additional courses tuition-free. This benefit may be received while working on a dissertation.
- **Recruiting Incentive**—Division of Professional Ministry students who recruit a colleague into the ministry program who has not had previous contact with BJU's Office of Admission may receive 50 percent off tuition for the next session.

## FEES

Program Fee per semester	\$305–477
<b>Admission</b>	
Application	\$45
Reservation deposit (new student)*	\$250
Reservation deposit (returning student)*	\$50
<i>*Credited against the first month's billing.</i>	
<b>Graduation</b>	
Master's and Master of Divinity degrees	\$100
Diploma reorder	\$40
Doctoral degree	\$115
Doctoral dissertation and master's thesis binding (per copy)	\$10
Graduate project, thesis or dissertation copy (per page)	10 cents
<b>Records Office</b>	
Add a course	\$5
Drop a course	\$5
Validation examination fee per examination	\$50
TOEFL examination fee	\$25
Instrument rental	\$100
<b>Vehicle Registration</b>	
Per semester <i>(Rates subject to change if necessary)</i>	\$90

## EXPLANATION OF FEES

### Reservation Fee

Once a student has been notified of his admittance, a reservation fee will be due by May 1 for first semester and Nov. 1 for second semester. In the event that BJU finds it necessary to cancel a student's reservation, the reservation fee will be refunded.

### Program Fee

A program fee will be charged to all students at the beginning of each semester. The program fee covers the use of the library, post office box rental, use of the athletic facilities, registration expenses, email access in the library and computer labs, computer network access, and supply fees associated with many courses. The fee also covers Concert, Opera & Drama Series tickets for students who are enrolled in at least six credit hours. All privileges covered by the program fee are forfeited for the remainder of the year if a student withdraws from school for any reason.

### Graduation

All students who are completing a degree and are candidates for graduation will be charged a graduation fee. This fee covers the cost of the diploma and the rental of academic regalia and is payable in full whether the candidate receives the degree in person or in absentia. Diplomas for May graduates are ordered from the engraver in February and August diplomas are ordered in June. If a student's plans for graduation are canceled or changed after the diploma has been ordered, the student will be charged a diploma reorder fee.

## Vehicle Registration

A student who brings an automobile or motorcycle to campus must register the vehicle with the Office of Public Safety. A vehicle registration fee will be charged per semester for all residence hall and day student vehicles. Day students who have more than one vehicle to register may register the additional vehicle, provided only one of the vehicles will be parked on campus at any given time. A separate smaller fee will be charged for each additional vehicle.

## TERMS OF PAYMENT

Semester charges (including tuition, room, board and program fee) will be posted to a student's account prior to the start of each new semester with payment due by Aug. 5 for the first semester and Jan. 5 for the second semester. The balance may be paid in full or a minimum payment may be made based on the schedule below. The first minimum payment must be made before a student can complete registration and attend class.

<i>Amount Owed</i>	<i>First Semester</i>	<i>Second Semester</i>
25% of the total balance	Aug 5	Jan 5
33 ⅓ % of the total balance	Sept 5	Feb 5
50% of the total balance	Oct 5	Mar 5
100% of the total balance	Nov 5	Apr 5

A credit will be applied to a full-time student's account if the balance is paid in full by Aug. 5 for first semester and Jan. 5 for second semester. In order to receive this credit, all required financial aid paperwork must be received and processed by July 1 so that any expected aid can be posted on the student's account and listed on the first statement.

## Billing Statements

Paper billing statements will be mailed to the guarantor of a student's account on approximately the 16th of each month. If paperless billing has been requested, the guarantor will be notified by email that the statement is available online.

A student may view his or her account and statements online at any time through StudentCentral. A student may also grant his or her parents or guarantor rights to view the account and statements online.

## Methods of Payment

Payments may be made online by students or parents/guarantors who have been given rights to view the online statements. Those with rights to view statements online may also enroll in an automatic payment program.

Payments may be made by mailing a check or money order to the Business Office. Payments may be made in person at the Business Office counter with cash or check or with Discover, Visa or MasterCard (a fee will be added for credit card payment). Payments may also be made by phone.

Payments received in the Business Office after 4 p.m. will be credited to the student's account the next business day.

## Late Fees

A one percent finance charge will be added to any unpaid portion of the minimum payment due if not paid by the date due. The student's campus ID card will also be blocked from any campus charging until the account is brought up to date.

## Return Check/ACH Policy

A returned check fee will be charged on any check or ACH payment returned by a bank unpaid.

# FINANCIAL TERMS

## Early Withdrawal

Any new student who withdraws after classes begin or any present or former student who leaves after completing the check-in process for any term will owe tuition, program fee, and room and board if applicable through the date of withdrawal with a minimum due of 20 percent of the semester rate. This applies to a student who leaves for any reason—either voluntary withdrawal or suspension/expulsion. If a student has paid more than the required amount due, a refund will be made.

Any present student who withdraws at the change of semester must state his or her intention to do so no later than 12 days prior to the first day of classes for second semester.

## Course Withdrawal Adjustment Policy

No adjustment will be made in tuition or program fees for courses which are dropped after five weeks.

## Nonacademic Term Room & Board

Any student who wishes to remain on campus during a nonacademic term will be charged for room (and board when BJU Dining Services is available).

## Collection Fees

If it becomes necessary to refer unpaid charges to a collection agency, the cost of collection (33 percent of the outstanding balance) will be added to the balance due. This amount (in addition to the outstanding balance) must be paid before the account is considered satisfied.

## Release of Transcript

A student's account must be cleared with the Business Office before a transcript can be released.

## Return of Title IV Funds Policy

Students earn federal financial aid by attending classes, and federal regulations state that students who withdraw from school may keep only the Title IV financial aid funds they have earned up to the date of withdrawal.

If a student withdraws prior to completing 60 percent of the period or term, the Financial Aid office will calculate the earned portion of federal financial aid by determining the percentage of the payment period or term that has been completed. The date of withdrawal used to calculate the return of Title IV aid is based on the last date of the student's attendance in class. If that date is not known, the midpoint of the semester date will be used. The funds to be returned will be calculated by the Financial Aid office based on a formula provided by the U.S. Department of Education.

If a student earned less aid than was disbursed, the institution is required to return a portion of the funds and the student may be required to return a portion of the funds. Once the Title IV funds are returned, the student may have a balance due on his or her school account.

If a student received a disbursement of federal aid for educational expenses over and above the charges for tuition, program fee, and room and board (when applicable), the student may be required to repay a portion of those funds to the federal aid programs. Failure to return federal aid money may result in loss of eligibility for federal aid in the future.

If a student earned more aid than was disbursed to him, the school would owe the student a post-withdrawal disbursement which must be paid within 120 days of the student's withdrawal.

Title IV funds will be returned to the U.S. Department of Education in the following order:

Refunds are allocated in the following order:

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal Parent (PLUS) Loan
4. Federal Pell Grant
5. Federal Supplemental Opportunity Grant
6. Other Title IV assistance
7. Other state aid
8. Private and institutional aid
9. The student

*Note:* Students who never began attendance in any classes at BJU are not eligible for Title IV funds. If a disbursement was made prior to determining that the student never began attendance, funds must be returned by the student to the U.S. Department of Education. A Return of Title IV Funds calculation, however, is not necessary.

## APPLICATION FOR FINANCIAL AID

### STEP 1: Apply to BJU

In order to qualify for financial aid, the recipient must be admitted as a student.

### STEP 2: Complete the FAFSA (Free Application for Federal Student Aid)

The FAFSA for each year is available beginning January 2 at [fafsa.gov](http://fafsa.gov). The Bob Jones University school code is 003421. The FAFSA application process will identify the student's EFC (Expected Family Contribution)—the amount of money the federal government calculates a family should be able to contribute to the student's college expenses. The EFC is used not only to determine federal aid but also to establish eligibility for BJU financial aid.

## SATISFACTORY ACADEMIC PROGRESS POLICY FOR FEDERAL FINANCIAL AID & BENEFITS

Bob Jones University Standards of Satisfactory Academic Progress (SAP) measures a student's academic performance in the following three areas: completion rate, cumulative grade point average (GPA) and maximum time frame (Pace). The Financial Aid office is responsible for ensuring that all students who receive federal financial aid are meeting these standards. The Standards of Satisfactory Academic Progress apply to all federal, state and institutional financial assistance programs in addition to veterans benefits through the U.S. Department of Veterans Affairs. Progress will be measured at the end of each payment period (semester or summer) that a student is taking classes.

## GRADUATE STANDARDS

### Completion Rate

At the end of each enrollment period (semester or summer) a student's academic progress will be measured by comparing the number of attempted credit hours with the earned credit hours (i.e., received a grade of A, B, C or D). This includes any course for which the student has remained enrolled past the Drop/Add period. A student must earn 70 percent of credits attempted to maintain satisfactory academic progress.

The following are considered when evaluating a student's satisfactory academic progress:

1. Withdrawals (W's and WF's), incompletes and failures are considered attempted but not earned hours.
2. Passing credits received for pass/fail courses are considered attempted and earned credits; failing grades in pass/fail courses are considered attempted but not earned.
3. Repeated courses are included in the calculation of both attempted and earned hours.
4. Audited courses are not considered credits attempted or earned.

### Cumulative GPA

Financial aid recipients are governed by the academic performance standards of Bob Jones University. In order to retain financial aid eligibility, the student must maintain a cumulative GPA of 3.0. (For Master of Divinity students, the minimum cumulative GPA is 2.6.) A graduate student (except Master of Divinity students) will be dropped from his or her graduate degree program and will no longer be eligible for financial aid if he or she:

1. Earns more than six credits of C's (Master of Arts in Teaching and MBA students may earn nine credits of C's, a Master of Ministry student may earn unlimited C's); OR
2. Earns a grade of D or F in any course.

### Maximum Time Frame (Pace)

Any master's (except Master of Divinity) student who interrupts his enrollment for more than 12 months, having completed 15 education program or 20 seminary program required hours for the respective degree, must complete the remaining hours within three years of the student's last residence—or the student will be required to complete nine hours of study in addition to the degree requirements before the degree can be conferred. If the work is not completed within five years, the student will not be eligible for the advanced degree.

A master of divinity or doctoral student who does not complete any coursework for three consecutive years will be dropped from his or her program. Should the student desire to resume work later, the student must reapply for Academic Council approval and if approved, meet catalog requirements in effect at the time of reenrollment.

### Satisfactory Academic Progress (SAP) Reviews

Academic progress will be reviewed at the end of each payment period. Those students not meeting the requirements stated above will be placed on Financial Aid Warning during the next payment period and will receive notification from the Financial Aid office.

### Financial Aid Warning

1. A student is placed on Financial Aid Warning for the payment period following the payment period in which he or she did not meet satisfactory academic progress standards.
2. A student is eligible to receive financial aid funds during this payment period but must meet the SAP requirements by the end of the payment period.
3. If the student has not met SAP standards by the end of the Warning period, he or she will be notified that he or she is ineligible to receive financial aid for the next payment period.

## FINANCIAL AID PROBATION

1. A student will be placed on Financial Aid Probation and will be eligible to receive financial aid

for the next payment period IF

- a. The student appeals the determination that he or she is ineligible AND
  - b. It is determined that he or she should be able to meet the SAP standards by the end of the Probation period.
2. The student will not receive financial aid funds for the subsequent payment period unless the SAP standards are met by the end of the Probation period or the student submits a new appeal and it is approved.
  3. If a student's appeal is denied, the student will be ineligible to receive financial aid from federal or state sources, Bob Jones University, or the U.S. Department of Veterans Affairs.
  4. No student may appeal Ineligible status more than three times.

## FINANCIAL AID INELIGIBLE

1. A student will be considered Ineligible IF
  - a. At the end of the Warning period the student does not meet SAP standards and does not appeal the Ineligible status;
  - b. The appeal for Probation is denied AND
  - c. At the end of the Probation period the SAP standards were not met and the student does not submit a new appeal to remain on Probation status.
2. If satisfactory academic progress standards are met at the end of the period of ineligibility, financial aid eligibility will be reinstated.
3. A student in Ineligible status may not receive financial aid from federal or state sources, Bob Jones University, or the U.S. Department of Veterans Affairs.

### Appeal Procedure

To appeal an Ineligible status, a student must (within 15 calendar days of notification of the status) submit to the director of Financial Aid a signed and dated letter of appeal explaining why he or she should not be ineligible. The appeal must include the reason the student failed to meet the SAP standards and an explanation of what has changed that will allow him or her to meet the standards by the next evaluation. Reasons for an appeal may include, but are not limited to, the following: health, family, catastrophic event, etc. Documentation verifying the situation may be requested. After all requested information is received, the Appeals Committee will make a determination on the appeal. The student will then be notified of the approval or disapproval of the appeal and of his or her financial aid status for the next payment period. This notification will be sent by the director of Financial Aid within a reasonable time frame.

### Reinstatement

A student may be reinstated to a "qualified for financial aid" status after meeting the SAP standards.

## TRANSFER CREDITS

Transfer credits come from two sources; other institutions and/or when a student changes from a bachelor's degree program to an associate degree program.

Transfer credits must have a minimum grade of B to be accepted.



## GLOSSARY

*Satisfactory Academic Progress (SAP)* is used to measure a student's academic progress for eligibility for financial aid.

*Payment Period* equals a fall or spring semester or a summer when a student is enrolled in a college course.

*Financial Aid Warning* is a status assigned by an institution to a student who fails to make satisfactory academic progress but may continue to receive financial aid from federal or state sources, Bob Jones University, or the U.S. Department of Veterans Affairs.

*Financial Aid Probation* is a status assigned to a student who fails to make satisfactory academic progress and who has successfully appealed and has had eligibility for aid reinstated.

*Financial Aid Ineligible* is a status assigned to a student who fails to meet the satisfactory academic progress standards, has not submitted an appeal for Probation, or has had an appeal denied and therefore is ineligible to receive any financial aid from federal or state sources, Bob Jones University, or the U.S. Department of Veterans Affairs.



# ACADEMIC INFORMATION

Bob Jones University is composed of six schools: the College of Arts and Science, the School of Religion, the Seminary and Graduate School of Religion, the School of Fine Arts and Communication, the School of Education, and the School of Business.

Please refer to the current Undergraduate Catalog for detailed information regarding undergraduate degree offerings, including information regarding learning objectives, goals, course offerings and sequencing, and degree conferral requirements.

## ACCREDITATION ASSOCIATION

Bob Jones University is accredited by the Transnational Association of Christian Colleges and Schools. Inquiries regarding compliance with accreditation policies and standards may be directed to the Transnational Association of Christian Colleges and Schools, 15935 Forest Road, Virginia 24551; phone (434) 525-9539; fax (434) 525-9538; email: [info@tracs.org](mailto:info@tracs.org).

## CURRICULA & RESIDENCY REQUIREMENTS

### Semester Credits & Quality Points

**Master's Degree:** At least 30 credits and a 3.0 cumulative grade point average must be earned for the master's degree.

**Master of Divinity Degree:** At least 90 credits and a 2.6 cumulative grade point average must be earned for the master of divinity degree.

**Doctor of Ministry Degree:** At least 90 credits and a 3.5 cumulative grade point average must be earned for the doctor of ministry degree.

**Doctor of Philosophy Degree:** At least 90 credits and a 3.5 cumulative grade point average must be earned for the doctor of philosophy degree.

Requirements of the different programs are listed under each school. In addition to course requirements, the completion of a creative project, thesis, approved project, portfolio, or comprehensive examination may be required.

### Bible Requirements

Graduate students who did not attend Bob Jones University may, at the discretion of the Academic Council, be required to take Bible courses. Bible deficiencies must be begun the first semester of a student's enrollment until all deficiencies are completed.

## GENERAL RESIDENCY & ENROLLMENT REQUIREMENTS

For a student who is in residence only two semesters, the year's work will be construed as a minimum of 24 semester credits. For residency purposes as well as for all other academic uses, the summer session is construed as a part of the regular academic year; i.e., one summer (two four-week sessions) of full-time study is considered to be equivalent to one semester of resident study.

At least one year in residence is required at BJU for the Master of Divinity or Doctor of Philosophy degree, including the last semester for those who lack more than 11 credits (excluding dissertation credit toward PhD).

Once accepted in a graduate degree program, a degree candidate must complete all deficiencies and degree requirements within a specified number of years:

- Master of Arts, Science, Ministry, Education, Music, or Music Education, four years
- Master of Divinity, six years
- Doctor of Ministry, five years
- Doctor of Philosophy, seven years

A student who interrupts his or her enrollment in BJU for more than 24 months must reapply through Admission for Academic Council approval and if approved, must meet the Catalog requirements which are in effect at the time of the student's reenrollment and any new time limit expectations.

## SECOND DEGREES

After a degree has been conferred, one academic year of coursework is necessary before another degree from BJU can be conferred on the same person. A minimum number of credits must be completed between the two degrees.

**Associate Degree Candidates:** Students desiring to pursue a second associate degree or a baccalaureate degree must complete a minimum of 24 credits through BJU following the completion of the associate degree.

**Baccalaureate Degree Candidates:** Students desiring to pursue a second baccalaureate degree must complete a minimum of 30 credits through BJU following the completion of the first bachelor's degree.

**Note:** Students desiring to enter a graduate program at BJU the next semester must have all undergraduate degree course requirements completed by the Wednesday prior to the beginning of classes for the next semester.

**Master's Degree Candidates:** Students desiring to pursue a second master's degree must complete a minimum of 15 credits through BJU following the completion of the first master's degree.

## REGISTRATION & ENROLLMENT POLICIES

### Getting Started

#### *Academic Year*

The Bob Jones University academic year is divided into two semesters plus summer sessions. The semester hour is the unit of credit.

The most current version of the academic calendar may be found on the BJU website as well as in the current Catalogs.

#### *Summer Sessions*

BJU offers undergraduate and graduate courses during the summer as well as via distance learning. A student is able to earn a maximum of 18 credits over the summer. Appointed members of the faculty will serve during the summer sessions. The schedule of courses with complete information for the summer sessions is available online.

Prospective students interested in attending the summer session should apply through [www.bju.edu](http://www.bju.edu).

#### *Initial Check-in*

Upon arrival at the start of Welcome Week, all students must check in at the Davis Field House. At check-in students claim their reservation for enrollment and receive materials as a student at BJU (i.e., Admission Certificate, ID Card, Information Packet).

Students continuing residence enrollment from first to second semester do not receive a certificate but must check in at the Davis Field House to claim their reservation during posted check-in hours.

### Admission Certificate

The initial term of an academic year in which a student enrolls in residence, the student receives this certificate upon claiming his or her reservation at check-in. The certificate provides each individual his or her campus contact information (including residence hall room assignment), reservation status and academic information. For New and Transfer students who did not attend summer orientation, the certificate lists placement tests and music auditions to be completed prior to seeing their advisor, based upon the declared major's first-year, first-semester requirements and whether or not they have had ACT scores reported to BJU. Admission certificate replacements may be obtained at the Welcome Center (Student Center).

### Preparing to Register

#### *Course Offerings & Descriptions*

The curricula of the Catalogs and the class schedule are made up primarily with the degree student in mind. Although the schedule of courses presented in the Catalogs are meant to be as nearly as possible an accurate account of the courses to be offered, BJU reserves the right to make any necessary changes at any time in the courses to be offered, amount of credit to be given or any other details.

Indicated after the description of each course in the respective Catalogs is the semester in which it is normally offered and the amount of semester credit hours that it carries.

Credit is given in semester hours, each semester hour representing one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for the standard 16-week semester or a minimum of 32 hours of laboratory work with one hour of outside preparation work conducted by the student. Therefore, a class which meets for class work three hours a week for a semester will ordinarily give three semester hours of credit. A class which meets for classwork three hours a week and for laboratory work a minimum of two hours a week will give four semester hours of credit.

For distance learning courses, credit is similarly given in semester hours, each semester hour representing three hours of a combination of instruction, discussion, group work and individual student work.

### *Numbering of Courses*

Courses numbered from **100** to **199** are primarily for freshmen.

Courses numbered from **200** to **299** are primarily for sophomores.

Courses numbered from **300** to **399** are primarily for juniors.

Courses numbered from **400** to **499** are primarily for seniors.

Courses numbered from **500** to **599** are advanced courses primarily for juniors and seniors and graduate students. Whether undergraduate or graduate credit is awarded will be determined by the student's classification or the student's intent at the time he or she registers for the course. Students taking 500-level courses for graduate credit will demonstrate an advanced level of rigor in their outcomes, reading of the literature in the field, and research projects.

Courses numbered from **600** to **799** are primarily for graduate students pursuing master's degrees.

Courses numbered from **800** to **999** are primarily for advanced graduate and doctoral students.

### Student Loads & Course Repeats

A normal full-time graduate student load is 10–16 credits a semester. The maximum full-time semester load for an online graduate student is nine credits via distance learning. For a resident graduate student, the maximum full-time semester load is 16 credits of resident and online classes. The minimum full-time load for residence hall students is 10 credits.

No course which has been completed with a grade of C or above at Bob Jones University may be repeated except as an audit. Permission to audit requires the approval of the registrar or the dean of the school involved. Any course repeated without this permission will be considered an audit, for which no grade will be given—although the course will count on the student's load.

Students who have earned more than six credits with grades of C or a grade of D or F and have been disqualified from their current graduate program may seek admission into another BJU graduate program. Upon admission to the new graduate program, the student may be permitted to repeat the course in which he or she earned a D or F. In these cases, the original course grade as well as the repeat course will be included on the student's transcript and will be included in the student's cumulative GPA.

### Criminal & Drug Screen Notice

Bob Jones University is committed to ensuring that students have the ability to benefit from the education received at BJU. Students and applicants should therefore be aware that certain affiliates associated with BJU might require that students placed in their facility for internships or clinical or educational experiences clear a criminal background check and/or drug screening prior to placement. A student whose background check is unsatisfactory may be prevented access to the internship or to the educational or clinical site; and as a result, the student may not have sufficient experience to successfully complete his or her program. Similarly, students whose drug screening reveals evidence of illegal drug use may be prevented access to the internship or to the educational or clinical site; and as a result, the student may not have sufficient experience to successfully complete his or her program. Additionally, state licensing boards may deny the individual the opportunity to sit for an examination if an applicant has a criminal history or a positive drug screen. BJU and its staff and faculty are not responsible for finding internship, educational or clinical placements for students who are rejected from potential opportunities because of criminal histories or drug use.

## Coursework Taken Elsewhere

Any student who plans to take work elsewhere, including summer, with the intention of counting the work toward degree requirements in Bob Jones University must have the permission of the registrar before enrolling in such courses. When this work is completed, the student should request a transcript to be mailed immediately to BJU. Students who fail to observe the regulations of BJU concerning work completed elsewhere may forfeit credit for this work. No grades below B or P or CR are accepted in transfer credit. In some instances, a student may be allowed to transfer a maximum of 16 semester credits upon approval of the registrar.

A student may not be enrolled for any courses at any other institution while enrolled at Bob Jones University, with the exception of approved distance learning work.

## Registering for Class

### *Registration & Advisory System*

One to three days are set aside at the beginning of each semester for registration. During this time, each student is supplied with complete information regarding the class schedule and his or her own previous academic record. Each student is assigned to a faculty advisor who assists him or her in making out a program of study. During the school year a student may consult his or her faculty advisor, dean or any member of the registrar's office staff at any time concerning his or her course of study and future academic plans. Every degree candidate is furnished with a checksheet showing his or her exact standing in relation to degree conferral requirements. While everything possible is done to help the student plan his or her program correctly, the final responsibility for taking the courses which will fulfill the degree conferral requirements rests upon the student.

### *Registration Holds*

A student will not be permitted to register if there is a "hold" on his or her account. Obligations that can result in holds are most often financial (e.g., past due accounts, including unpaid tuition and fees). Other holds may be related to academic standing (probation or suspension) or incomplete admission files (missing transcripts). To clear a hold, the student must contact the office that has issued the hold to find out what must be done to fulfill the obligation(s).

### *Music Auditions, Placement Tests, Examinations & Evaluations*

Examinations given during the academic year are listed below with an indication of the groups of whom they are required, the approximate time they are given and the use made of the results.

**Music Lesson Auditions:** Students taking music lessons for the first time at BJU or changing to a different music area must audition before registering for classes. After completing the audition, students will enter the assigned course number on their class schedules. Students continuing lessons are to register each semester. The Music Qualifying Test is required of any student who is not a music major or minor and is auditioning for music lessons for the first time at BJU. An accompanist and other audition materials will be provided as needed. See specific audition requirements at [go.bju.edu/grad-music-auditions](http://go.bju.edu/grad-music-auditions).

**Music Group Auditions:** All students may audition for a music group (choirs, bands, orchestras, instrumental groups). Auditions will take place at the same times and locations as the auditions for music lessons. Students desiring to join a music group may block hours during registration for rehearsal times. See specific audition requirements at [go.bju.edu/music-auditions](http://go.bju.edu/music-auditions).

**Placement Tests:** Placement tests are given to determine the level of instruction for which a student should register. Students should take all placement tests that apply to them before registering for classes. Following each test, students will be informed which course(s) they should register for and/or waive.

1. ***Greek Test:*** Required of all students taking graduate Greek for the first time in the Seminary (except BJU Greek minors).
2. ***Music Theory Test:*** Required of all first-year graduate student music majors.

***Examinations:*** Examinations given as listed below.

1. ***Final Examinations:*** With the exception of music lesson examinations, written final exams for all undergraduate courses are administered on the last class day for courses taught on a block schedule or according to the final exam week schedule at the end of each semester.
2. ***Comprehensive Examinations:*** Required of candidates for the Master of Arts degree in religion during their last semester of enrollment and for the Doctor of Philosophy degree upon completion of all coursework.
3. ***Language Proficiency Examinations*** (Greek, Hebrew, French or German): Required of all Master of Arts in religion candidates and all Doctor of Philosophy candidates.

***Evaluations:*** Various programs may require individual evaluations of a student's performance at certain milestones in his or her program.

### *Auditing Courses*

Students may, with the permission of the registrar, audit courses without credit. Audited courses will count toward a student's course load.

Auditors of courses are required to follow the same registration procedures as students taking the courses for credit. Auditors do not receive grades or credits. Participation in class discussion and written work is permitted at the discretion of the course instructor. The standard tuition fee per credit is charged. The status of an auditor cannot be changed after the course has begun. BJU reserves the right to cancel an audit registration if class size exceeds space available.

Please note that a student may not take a course for credit after he or she has audited it; so if a student signs up for a course that is a required course in the student's degree program, the student cannot audit it. Also, if a student has been denied enrollment as a graduate student, the student may not audit a graduate course.

### *Change of Course: Drop, Add and Withdrawal*

After registration the student is given time to make any necessary adjustments in his or her schedule. See the current Calendar of Events for the official drop/add period. All schedule changes are subject to a change fee. After the drop/add period students may drop courses when necessary, but no new courses may be added. Courses dropped during the first five weeks will receive a grade of W. Courses may not be dropped during the final two weeks of regular classes or during final exams. A student who makes any changes in his or her schedule without following the correct university procedure will receive a grade of F for the course involved.

While withdrawing from a course in accordance with established procedures and timelines will have no impact on a student's GPA, a student's eligibility to continue receiving financial aid may be adversely impacted. Withdrawal can also potentially adversely impact a student's VA benefits, and for foreign students, immigration status. A student is therefore encouraged to consult with his or her academic advisor, the registrar's office and the financial aid office before withdrawing. Students are considered the responsible parties for any/all transactions processed against their academic records.

***Course Withdrawal for Medical Reasons:*** Students who seek to withdraw from a course for medical reasons must submit medical documentation to the registrar. Students who are granted a medical withdrawal by the registrar after the last day to withdraw will receive a "W" grade for the enrolled courses.



### *Prerequisite Overrides*

In certain circumstances, the appropriate dean may approve a student's entering a course without having satisfied the prerequisite requirements. The dean's decision is final.

### *Closed Class Permission*

To register for a closed course that has reached its enrollment capacity, a student must request permission from the dean.

### *Course Substitution & Waiver*

Students are expected to satisfy all degree requirements. Only under unavoidable and exceptional circumstances will BJU permit a student to deviate from an academic program's requirements via a course substitution or waiver. When it becomes necessary to request a deviation from the prescribed course of study, the student must consult his or her dean. In preparing the request, the student is requested to be mindful of the following:

1. The course to be substituted must be in the same area as the required course or in a closely related area.
2. Substitution of a course for a previously failed required course is seldom granted.
3. Failure on the part of the student to schedule a required course is not sufficient reason for granting permission for a course substitution or waiver.

A student wishing to challenge the dean's decision must file a written appeal with the registrar within five business days of receiving the decision. Upon receipt of the appeal, the registrar will immediately bring the matter to the attention of the Academic Council. Within 10 business days of receipt of the appeal, the chair of the Academic Council will notify the student of the Academic Council's decision.

### *Course Enrollments*

Excluding private lessons, internships and independent study courses, no course will be offered in any of the graduate divisions unless there is an enrollment of at least five students—unless exception is made by the dean.

### *Textbooks*

In compliance with the Higher Education Opportunity Act, a listing of required and/or optional textbooks for courses is made available through the Bruins Shop and Textbook Store for all textbook services on their website (accessible through StudentCentral). Included on the website is the International Standard Book Number (ISBN) and retail price of every recommended or required book or supplemental material<sup>1</sup> for all courses offered by BJU. If the ISBN is unavailable, the website provides the author, title, publisher and copyright date. If textbooks are not listed on StudentCentral two weeks prior to the start of classes, students should contact the instructor directly.

Students are free to choose where they purchase course materials. There is no obligation to purchase a textbook through the Bruins Shop and Textbook Store website. The same textbook may also be available from independent retailers.

## **WITHDRAWAL FROM THE UNIVERSITY**

All students who wish to withdraw from the University must notify the office of Student Life for completion of the requisite form and dissemination of the information to the appropriate offices. Students who withdraw from BJU will need to reapply to the University should they wish to return, and readmission is not guaranteed.

Students who are granted a withdrawal after the last day to withdraw will receive “W” grades for all enrolled courses.

## KEEPING UP WITH YOUR STUDENT RECORDS

### Classification of Graduate Students

Academic classification is granted to all university students according to the following standards:

**Graduate:** Possession of a baccalaureate degree from an approved college or university and approval to take graduate courses or admission to a program of study leading to an advanced degree.

**Postgraduate Special:** Possession of a baccalaureate degree from an approved college or university but admitted as a special student not taking a program of study leading to an advanced degree. Students in this classification are limited to undergraduate courses while making up deficiencies to be accepted into a graduate program.

### Grading System—Graduate Programs

The following grading system is used by all schools of BJU.

A	Excellent
B	Good
C	Passing
D	Unsatisfactory
F	Failure
I	Incomplete
W	Withdrawn from course
WF	Withdrawn failure
AU	Audit
NR	Not reported
P	Passed
CR	Credit

Any grade below a C in a graduate course disqualifies a graduate student from continuation in the student’s academic program. Students must maintain an average of B in all graduate programs with the exception of the Master of Divinity degree.

### Quality Points – Graduate Programs

Quality points will be computed as follows in all schools of BJU:

A	4 quality points per credit earned
B	3 quality points per credit earned
C	2 quality points per credit earned
D	1 quality point per credit earned
F	0 quality points per credit carried
P	0 quality points per credit earned

### Grade Reports

All students are given an opportunity to evaluate their progress at approximately the midpoint of the semester.

Final grade reports are issued once each academic period (i.e., at the end of each semester). Any questions concerning the accuracy of a grade report must be submitted to the respective course instructor within 20 business days of the report issued. The course instructor will confer with the

student within two business weeks thereafter and will review the records and evidence to determine whether any error or omission has occurred.

If an error has been made, the procedure described in the BJU Grade Change policy is followed. If the issue is not resolved between the student and the course instructor, the student must follow the procedures set forth in the BJU Academic Grievance and Complaint Policy.

Evaluation of student performance is the prerogative and responsibility of the course instructor. Students must be aware that in questions relating to the quality of that performance, the professional judgment of the faculty member is commonly accepted as authoritative by the University. An academic grievance is most likely to result in a change of grade for a course if it includes evidence that there was an error in computing the grade or that the grade was determined by standards improperly different from those applied to other students in the course.

Students who made an incomplete (“I”) during first semester are required to make up or complete their work by the following March 1; the winter mini-session deadline is the following May 1. Students who make an I during second semester or summer are required to make up or complete their work by the following November 1. If the work is not completed by the required deadline, the I will be changed to F. A student who makes up his or her work within the required time will receive a grade determined by the instructor.

### Missed Final Exams

Students who do not take the final exam must be given a zero when the faculty member computes the final grade. Students who miss an exam for legitimate reasons must secure permission from the registrar and make arrangements with the instructor to take the exam prior to the deadline to turn in grades. If the Records Office has been notified that the reason for missing the exam prohibits the student from taking the exam prior to the deadline, the instructor will be notified by the Records Office and an incomplete grade may be awarded.

### Transcripts

To order a transcript, a student/former student must make request in writing to the Records Office. Please include full legal name, date of birth, year of last attendance and signature.

An official transcript must be mailed directly from Bob Jones University to the entity designated. Please include the name and address of the organization to which you wish the official transcript to be sent. An unofficial transcript may be sent directly to the student.

There is no charge for transcripts unless more than nine are requested at one time. Then the University will charge a fee per transcript, including the first nine.

The transcript is the University’s certified statement of a student’s academic record. It contains a student’s major and lists all the courses and grades earned in the terms attempted; the grade point average; and if applicable, a minor, transfer work, and notations of distinctions and degrees received. A transcript may be authorized for release on security paper as either official or unofficial at the written request of a student. The student’s account with the Business Office must be cleared before a transcript can be released. An official transcript is issued to a designated organization and bears the multicolored seal of BJU and the signature of the registrar. An unofficial transcript is stamped “Issued to Student.”

The usual processing time for a transcript request is 48 hours. (At the beginning or end of a semester, please allow one week.) Transcripts are sent by regular U.S. mail. Any type of special handling will necessitate an additional charge that must be paid in advance.

Requests for transcripts must be submitted to the Records Office, Bob Jones University, Greenville, S.C. 29614.

## Revocation of Academic Credit or Degree

Bob Jones University certifies the academic achievement of its students through the awarding of course credits and, ultimately, formal degrees. Employers, graduate schools and other entities outside of BJU rely upon academic degrees to verify the knowledge and qualifications possessed by university graduates. As such, BJU maintains procedures to ensure that only those students who have completed their academic requirements in accordance with all university policies receive course credits or degrees. Despite these efforts, it is possible that some students who are ineligible to receive course credit or a degree may—because of administrative error, fraud or other misconduct—be erroneously awarded credit or a degree before the violation is discovered. In such cases, BJU reserves the right to revoke the credit or degree in question, regardless of the amount of time that has passed since the certification was issued. For the guidelines by which BJU processes credit or degree revocation for fraudulent application, academic dishonesty, disciplinary misconduct and administrative error, see Policy Volume 5, Section 5.4.1.11 on the university intranet.

## ACADEMIC POLICIES

### Academic Integrity

A key aspect of Christlike character is integrity. In their academic lives, students exhibit integrity by being truthful about their own academic work and properly acknowledging sources of ideas and information.

#### *Cheating*

Cheating in any form is not tolerated. Cheating includes:

- Copying from another student's test or assignment or allowing another person to copy one's own academic, research or creative work—whether intentionally or recklessly.
- Unauthorized provision or use of notes, textbooks or other unauthorized helps on a test or assignment—such as requesting or accepting answers on a quiz or test from another student who has already taken it, discussing test information to any extent with other students, transmitting quizzes or tests or answers to quizzes or tests electronically to other students via cellphone, email, etc.
- The unauthorized use of electronic instruments such as cellphones, pagers or other mobile devices to access or share information.
- Changing answers after a test or assignment has been completed.
- Reporting false information about the completion of an assignment, including turning in someone's work as one's own (another student's, a purchased paper from an online source, etc.).
- The unauthorized completion of academic work for another person.
- The unauthorized collaboration with any other person on an academic exercise, including collaboration on a take-home or makeup academic exercise.
- Bypassing or attempting to bypass security measures or electronic assessments, e.g., passwords.
- Unauthorized use of a proctor who does not meet assigned criteria.

#### *Plagiarism*

Another form of cheating is plagiarism, the intentional or unintentional use, to any degree, of the ideas or words of one's source material without proper acknowledgement. Plagiarism typically takes two forms:

**Substantial**—Failure to acknowledge the use of an author's ideas or organization by footnote or identification of the source in the text of the paper. Incomplete paraphrase (mere rearrangement of syntax and substitution of synonyms for the author's words) is plagiarism.

**Verbal**—Failure to acknowledge the use of an author's words by quotation marks as well as by footnote or identification in the text.

Plagiarism is theft, and the Scriptures are clear that we are to respect the property of others and to be honest and above reproach in all things (Exod. 20:15; Rom. 12:17; Heb. 13:18). Regardless of the source being used (Internet site, book, database, magazine, newspaper, computer program, speech, class notes, handouts, etc.), all words and information from those sources must be presented accurately and acknowledged properly so that a student's integrity is not called into question and his or her testimony harmed.

Examples of appropriate and inappropriate handling of source material:

**Original text**—"As Rome became involved in wars fought on many fronts and with many soldiers, supplying military provisions became a lucrative business. Usually the contractors were paid as soon as their work was completed. In a military emergency, however, they might be asked to accept a promise of deferred payment (probably with interest)." (Shelton, JoAnn. *As the Romans Did: A Source Book in Roman Social History*. New York: Oxford UP, 1988. 146–47. Print.)

**Unacceptable Paraphrase**—As Rome fought wars on many fronts and with many soldiers, supplying provisions to the military became a money-making business. Usually contractors were paid right away, but in an emergency they were asked to accept deferred payment (Shelton 146–47). [This paraphrase is inappropriate because it follows the same syntax (sentence structure) and uses many of the same words as the original.]

**Acceptable Paraphrase**—Dealing in military supplies was a profitable industry when Rome's armies grew and became entangled on multiple fronts. Although suppliers in times of crisis were willing to be paid on a delayed schedule, in most cases the Roman government was able to pay them immediately (Shelton 146–47). [Note different words and different syntax.]

**Plagiarism Checking**—Students should be aware that faculty members have access to software programs that allow them to check student writing for plagiarism.

Students may refer to *College Writing* (Ch. 5) and *Companion to College English* (Ch. 23) for more information regarding plagiarism and how to avoid it.

### *Sanctions for Plagiarism*

- Any student whose paper clearly exhibits plagiarism of substance or expression will receive an F on the assignment and may be required to submit a replacement assignment for no credit.
- If the course is one in which the preparation of an acceptable research paper is the main requirement, the student whose research paper exhibits plagiarism will receive an F in the course.

### *Copyrighted Material*

All original works in any media format (including, but not limited to print, video or audio) as well as images or materials on the Internet are protected by copyright law, regardless of whether a specific copyright statement is attached to the media. Any duplication that does not fall within the guidelines of fair use requires permission from the publishing agent or copyright owner. Please see the BJU copyright guidelines for information regarding fair use (on the intranet under *Academics*).

### *Other Types of Academic Integrity Violations*

Other issues of academic integrity include collusion—cooperating with or assisting other students for the purpose of cheating; recycling—submitting work for which you have already received credit; sabotage—destruction or deliberate inhibition of progress of another student's work; and falsification of data, information or records.

### *Violations/Resolutions*

Penalties for violations of academic integrity are usually academic but may also be disciplinary. Cheating on a final exam brings denial of reenrollment. For additional information regarding penalties, resolutions and sanctions, as well as the appeals process for issues of academic integrity, see Policy Volume 5, Section 5.4.1.3.5 on the university intranet.

## Class Attendance

Students are expected to attend all scheduled class sessions for each course in which they are enrolled—including final exams—and to arrive on time. Students are to use effective time management in order to be in attendance and are not to be absent from a class to work on other class assignments or to extend a designated break. However, BJU recognizes the occasional need to be absent from class.

### Absences

Absences are for illness that is too severe or contagious for the student to attend class; visits and interviews at graduate schools or for future employment; participation in voluntary events such as individual competitions or field trips; and military duty requirements.

**University-authorized Absences:** University-authorized absences include participating in university-sponsored events; officially representing the University at assigned events; participating in official intercollegiate team competitions; responding to administrative requests; chronic illness; illness, surgery or medical emergencies requiring absence for four or more consecutive days; illness of a dependent family member; funeral of immediate family member; and participation in legal proceedings or administrative procedures that require a student's presence.

**Communicating with Faculty:** Before taking a planned absence or a university-authorized absence, students should review the University's absence policies and discuss and gain agreement with each of their instructors regarding how they will meet class requirements. Course policies typically are found in course syllabi.

**Number of Absences:** A student who is absent from or late to class may be subject to academic penalties, especially if absences accumulate. The Academic Council has established the following limits on class absences. If a student exceeds the established number of absences in a specific class, he or she may be withdrawn from the course. Being withdrawn from courses may impact financial aid and/or scholarships, health insurance, residency requirements and the completion of a student's degree in a timely manner. Information about compulsory withdrawals from specific classes may be found on StudentCentral.

Class meetings per week	1 2 3 4 5	5 (block)	Summer Session
Absences allowed	2 3 4 5 5	1	1
Additional university-authorized absences possible	1 3 5 4 4	1	1

**Lates:** Students are expected to arrive on time for each class. Students will be counted "late" if they arrive in the first 20 minutes after the class has begun and "absent" if they arrive after the first 20 minutes of class. Three lates to the same class during a semester will equal one absence for that class.

Students are also expected to attend classes for the entire class period. Unless a student makes prior arrangements with his or her instructor to leave a class early, he or she will be counted absent from the class if he or she leaves before the end of the class hour.

**Double Absence Days:** Missing class on designated days during the semester will result in a double absence. Consult the Calendar of Events for the "double absence" dates.

**Appealing Class Absences:** If a student is marked absent from a class but was not absent, he or she is responsible to contact the instructor within one week to appeal the absence. If a student is marked for an absence when the absence was university-authorized, he or she is responsible to contact the dean of men's or women's office or the Records Office to appeal the absence. Students withdrawn from class because of absences may appeal in writing to the registrar.

**Dropping a Class:** Students are to contact the Records Office before missing a class they want to drop.

### *Class Deportment*

Appropriate class deportment is a matter of self-control. Students are expected to be attentive in class. Talking, reading, studying other materials, text messaging, writing letters and sleeping are inappropriate. Students using a laptop or handheld device may use it only for functions the instructor deems pertinent to the class they are in—not for answering email, playing games, browsing the Internet, participating in social media sites or working on assignments for other classes. Water and other beverages in covered containers may be brought into the classroom at the discretion of the instructor.

### *Relationships in the Classroom*

BJU students are brothers and sisters in Christ and should treat one another with respect, both inside and outside the classroom.

While instructors are in a position of authority in the classroom, students and instructors are also brothers and sisters in Christ ... and in the event of some form of disagreement should approach one another respectfully and in accordance with biblical principles. Appropriate discourse in a reasoned fashion is part of the education process, and strong opinions informed by fact, logic, spiritual maturity and biblical insight are valued. At the same time, disagreement over ideas and other academic issues can occur. Students are not just welcome but invited to discuss any matter with their instructors. In particular, if a student wishes to discuss an area of disagreement with an instructor, he or she should go directly to that instructor outside of class and respectfully present his or her concerns without fear of academic penalty. Airing complaints publicly in venues such as social media is not an appropriate means of resolving an issue.

### *Class Cancellations*

On rare occasions, it may be necessary to cancel a scheduled class due to inclement weather or an instructor's inability to meet a class.

***Inclement Weather Cancellations:*** Unless announced via email or on WYFF Channel 4, WORD 106.3 FM and 1330 AM, WHNS Fox Carolina and WSPA Channel 7, classes will continue as usual on days of inclement weather.

***Faculty Member Decision to Cancel Class:*** When an instructor is unable to meet a class because of illness and unable to arrange for a substitute, an official notice with this information will be posted outside the assigned classroom.

### *Classroom Courtesy*

Professional responsibility requires prompt and regular attendance of course instructors at their classes and other assigned duties. Classes are to begin and end promptly. Students are free to assume that a class has been canceled and leave if the instructor is not present within 20 minutes of the usual starting time unless the instructor has established an alternate procedure.

## Degree Conferral

### *Prospective Graduates*

***Juniors and Seniors:*** Students within 50 credits of completing their degrees by May or August of the current school year or by the following December should also plan their extended schedules (next semester and/or the summer) to ensure that all degree requirements can be completed without conflicts. *Advisors are asked to discuss with juniors and seniors goals for completing degree requirements so that these students can plan accordingly.*

***Anticipated Conferral:*** Month and year is listed on the Profile page and Checksheet if the student declared his or her intent to graduate.

**Graduate Approval for Seniors:** Seniors in their last semester of enrollment in a bachelor's degree program who wish to take one graduate course for graduate credit or enter a graduate program at BJU the next semester must receive graduate approval from the Academic Council. Application must be made at the Records Office.

**"December Graduates":** "December grad" is a misnomer because BJU does not confer degrees in December. These individuals have either completed all of their degree requirements and will have their degree conferred in May or have completed their residency requirements and—with prior approval—will be completing their remaining course requirements by distance learning or from another institution.

**Diploma Orders and Graduation:** Students completing degree requirements in December, May or August must complete a diploma order. Under certain circumstances a candidate for a degree may be permitted to participate in the commencement procession prior to completion of all coursework or requirements.

The student must use his or her *full legal name—absolutely no initials*.

**Note:** Feb. 1 is the last day to cancel a May diploma order without paying the graduation fee. Diploma changes must be made at the Records Office (Administration Building). Students whose conferral date is changed after Feb. 1 will be charged a \$40 reorder fee.

**Women Only:** Any woman who is married prior to the end of the last semester (or summer session) of her coursework for degree conferral must use her married name on her diploma. A woman who marries between the end of her last semester (or summer session) of enrollment and degree conferral may use either her maiden name or her married name. When the married name is used, the maiden name must also be included as part of the name.

**Deficiencies:** Any deficiencies listed on a student's checksheet must be made up before he or she may receive a degree from BJU.

### *Commencement Information for Graduating Students*

Bob Jones University confers degrees in May and August with one commencement ceremony (in May) each year. Commencement activities are scheduled for Thursday and Friday.

All students finishing degree requirements in December are encouraged to return to the campus to participate in commencement. Prospective graduates not in residence second semester will receive information about commencement around mid-March. This information will include a commencement participation questionnaire that is to be returned to the Records Office by April 15.

Eligible prospective graduates who are in residence second semester and are receiving their degrees in May are to participate.

Students completing degree requirements during the summer for an August degree conferral may be eligible to participate in our annual May commencement procession and should review the Procession Concession requirements for eligibility. August degrees will be conferred on the Friday prior to the official opening of the school for the fall term.

**Coursework Away Second Semester** (either by distance learning or in residence): In order for a student to participate in commencement, the following course completion and grade reporting deadlines to the Records Office must be observed:

All coursework taken in residence or by distance learning at another institution must be approved in advance based on submission of a Transfer Work Request form to the Records Office. Grades for any coursework taken from another institution must be reported to the Records Office by 5 p.m. on the Monday prior to commencement in order for the student to participate in the commencement procession. BJU will accept a phone call from the school indicating satisfactory completion of the course for the purpose of marching; however, an official transcript must be received before the diploma can be released.



*Note:* Some institutions take three to four weeks to process and report grades.

Students who have an outstanding incomplete in any course, including distance learning courses in progress but not completed, will not be eligible to participate in the commencement procession.

### *Procession Concession Eligibility Requirements*

BJU wants all students finishing degree requirements to have the opportunity to participate in commencement. Because the University conducts only one commencement each year (in May), some students may have completed applicable residency requirements or will complete them in BJU summer session but may not have completed all of their course or checkpoint requirements by the deadline for participation in the commencement program. Many students finishing requirements for their degree during the summer will qualify to participate. To be considered for a Procession Concession, the student must meet the following academic criteria and be planning to complete all outstanding degree requirements prior to the August degree conferral date. (Summer degrees are conferred the Friday prior to the official opening of school for the fall term.)

#### *Associate Degree Candidates:*

- Have a minimum 2.0 cumulative GPA
- Have completed applicable residency requirements or will complete in BJU summer session
- Lack six or fewer credits scheduled through BJUOnline classes or another approved institution

#### *Baccalaureate Degree Candidates:*

- Have a minimum 2.0 cumulative GPA
- Have completed applicable residency requirements or will complete in BJU summer session
- Lack 11 or fewer credits scheduled through BJUOnline classes or another approved institution
- May lack Praxis II, recital or show if check has been successfully passed.

#### *Master's Degree Candidates:*

- Have a minimum 3.0 cumulative GPA (2.6 MDiv)
- Have completed applicable residency requirement
- Lack credits scheduled through BJU or another approved institution in residence or via online class
- May lack MA Religion Comprehension Exam or Portfolio

The following do not fulfill Procession Concession qualifications: independent learning work (correspondence), language proficiencies or thesis/dissertation.

## FAMILY EDUCATIONAL RIGHTS & PRIVACY ACT (FERPA)

Bob Jones University complies with the Family Educational Rights and Privacy Act (FERPA) of 1974 (Public Law 93-380), which affords students certain rights with respect to their education records.

They are the right to...

- Inspect and review the student's education records.
- Request the amendment of the student's education records.
- Consent to disclosures of personally identifiable information.
- File a complaint with the U.S. Department of Education.

Students are notified of their rights annually through StudentCentral, BJU's student academic portal. Students accept or waive their rights under FERPA once a year and have the opportunity to update that choice at any time. Additional information and university policies regarding the protection of student records are published online in StudentCentral. Also see Policy Volume 2, Section 2.1.9 on the university intranet for information on the procedures for inspecting student records or requesting amendment of student records.

## STUDENT INTELLECTUAL PROPERTY

The term “intellectual property” refers to creative works, such as works of an artistic nature (literature, art, music, performances, broadcasts, etc.), software, inventions, trademarks, etc. For the most part, students own the intellectual property they generate in the course of their studies at Bob Jones University (BJU). There are a few exceptions to this, such as:

1. If the student was paid by BJU to produce the work in question as part of BJU employment or through grant or contract funding secured through BJU, then that intellectual property would be owned by BJU; or
2. If the student and BJU entered in an agreement defining ownership of student intellectual property as not the student’s. Such an agreement would need to have been entered into before any work started. This is done in certain cases where there is a corporate sponsor of student class projects. For such cases the student needs to be aware of what rights he or she has to use the intellectual property he or she generates as part of the sponsored project.

### Use of Student Intellectual Property

BJU cannot use student-owned intellectual property without first obtaining permission from the student, other than for reviewing and providing feedback and marking assignments the student submits as part of course and other project work and the use of such student work for the purpose of assessing courses and programs.

### Students as Creators of BJU Intellectual Property

There are situations where intellectual property developed by a student would be owned by BJU. This would occur if the student was paid by BJU to perform certain work and was the inventor or author of a creative work that came or resulted from that paid work. The student, as the inventor or author of BJU-owned intellectual property, would be covered by the BJU Intellectual Property Rights and Ownership Policy in such cases.

## ACADEMIC COUNCIL

The academic program of Bob Jones University is guided by the Academic Council, which is composed of the provost, the registrar/director of Educational Services, the director of Enrollment Planning, the director of Institutional Effectiveness, the director of the library, the manager of Distance Learning, and the deans of the six academic schools: College of Arts and Science, School of Religion, Seminary and Graduate School of Religion, School of Fine Arts and Communication, School of Education, and School of Business. There are also two *ad hoc* faculty who serve on the Council each year. The Council is chaired by either the executive vice president for academic affairs or the chief academic officer (the provost).

The Academic Council oversees the University’s curriculum. Among its varied and wide responsibilities, the Council approves the addition and deletion of new programs and courses, oversees faculty loads, recommends faculty for the school’s professional development and educational loan program, approves graduate applications, recommends and/or approves new academic policies related to the school, reviews each school’s mission statement/goals/objectives, reviews and makes recommendations stemming out of the departmental program reviews, and reviews the records of students who may have to be dropped because of poor scholarship.

The Council is a clearinghouse for faculty and administrative academic recommendations in the areas of implementing technology in the classroom, improving academic facilities, identifying qualified faculty, and developing and reviewing academic policies. The Academic Council serves as the final arbiter for any exceptions to the academic programs of a student. The Council also guards against overlap and duplication of courses and program requirements.

## STUDENT GRIEVANCES & COMPLAINTS

### Academic Grievances & Complaints

Students are free to speak with professors to express concerns about final grades or any other matter impacting the class. If a student does not feel his or her professor has resolved the issue satisfactorily, he or she may express in writing a grievance or complaint to the dean of his or her college/school. (If the complaint is against his or her dean or involves any other academic matter, the student may appeal directly to the provost, as described below.)

If the student does not feel that such a course resolves the issue, he or she may submit a letter of Inquiry/Complaint to the executive vice president for academic affairs and the office of the provost. When the provost receives a formal letter of Inquiry/Complaint, the letter will be distributed to the Administrative Hearing Committee. The Academic Administrative Hearing Committee receiving the letter of Inquiry/Complaint will conduct an appropriate investigation and will render a written explanation/decision within 30 days of the filing of the Inquiry/Complaint to both the student who made the complaint and the provost. The office of the provost will keep a record of all student complaints and documentation of how they were handled.

If the student is not satisfied with the finding of the Academic Administrative Hearing Committee, he or she may petition the Board of Trustees directly to be allowed to present his or her Inquiry/Complaint. The Executive Committee of the Board of Trustees shall consider the petition and determine if the full Board will consider the matter. The decision of the Executive Committee as to whether the matter will be presented to the full Board is final. If the matter is presented to the full Board, the student will be notified of the procedure that the Board will follow in hearing the inquiry/complaint.

### *Disability Grievances & Complaints*

Any student currently enrolled at BJU who believes he or she has been discriminated against or harassed on the basis of disability by a university employee (e.g., administrator, faculty, staff, adjunct faculty, or other agent of BJU), university student, or, in certain circumstances, by a visitor to the University, may use the BJU Disability Grievances and Complaints Policy (see Policy Volume 2, Section 2.2.1.3 on the university intranet) and/or file a formal discrimination complaint pursuant to the BJU Discrimination and Harassment Policy (see Policy Volume 2, Section 2.1.1.2 on the university intranet).

### *Program Integrity Complaints*

U.S. Department of Education Regulation 34 CFR 600.9, the “Program Integrity Rule,” was adopted to ensure that students have the opportunity to voice concerns relating to programs offered by postsecondary educational institutions authorized under Title IV of the Higher Education Act, as amended. The regulations require states to provide the opportunity for students to lodge the following types of complaints:

1. Allegations of state consumer protection violations including, but not limited to, fraud and false advertising.
2. Allegations that state laws or rules addressing the licensure of postsecondary institutions have been violated.
3. Allegations regarding the quality of education or other accreditation requirements.

In compliance with the Federal Program Integrity Rule, BJU has listed multiple alternatives for individuals who wish to submit complaints regarding the above. BJU expects that any student complaint will be filed in accordance with any procedures currently in place at the institution before resolution is sought from a state agency or the University’s accreditation body. In the absence of a procedure, the complaint should be filed with the office of the president for appropriate referral.

## Filing a Complaint with BJU

BJU has adopted a general student grievance and complaint procedure to address and resolve questions and concerns students may have relating to the Program Integrity Rule. Please see Policy Volume 6, Section 6.3.1.2 on the university intranet for additional information.

### *For Complaints Alleging Consumer Fraud*

#### **South Carolina Department of Consumer Affairs**

[www.consumer.sc.gov/consumer/ComplaintInstructions/Pages/default.aspx](http://www.consumer.sc.gov/consumer/ComplaintInstructions/Pages/default.aspx)

The South Carolina Department of Consumer Affairs (SCDCA) is the state consumer protection agency and has the role of receiving and mediating consumer complaints. SCDCA encourages consumers to contact the business first to try and resolve a complaint. If you have a consumer question or would like to file a complaint, please contact the SCDCA.

### *For Complaints Regarding State Licensing of Postsecondary Institutions*

#### **South Carolina Commission on Higher Education**

1122 Lady St., Suite 300

Columbia, SC 29201

Phone: (803) 737-2260

Fax: (803) 737-2297

[www.che.sc.gov/CHE\\_Docs/AcademicAffairs/License/Complaint\\_procedures\\_and\\_form.pdf](http://www.che.sc.gov/CHE_Docs/AcademicAffairs/License/Complaint_procedures_and_form.pdf)

### *Filing a Complaint with BJU's Accreditation Association*

Bob Jones University is accredited by the Transnational Association of Christian Colleges and Schools. Inquiries regarding compliance with accreditation policies and standards may be directed to the Transnational Association of Christian Colleges and Schools, 15935 Forest Road, Forest, Virginia 24551; phone (434) 525-9539; fax (434) 525-9538; email: [info@tracs.org](mailto:info@tracs.org).

### *Complaints Arising Outside of South Carolina*

For students participating in a BJU educational program outside the State of South Carolina, such as through distance learning, may choose to avail themselves of state processes for complaints related to institutional licensure and consumer protection in that state. The following website provides contact information for various states: [www.sheeo.org/node/434](http://www.sheeo.org/node/434).

Please note, however, that many states require a showing that an attempt was made to resolve the complaint with the institution directly.





# STUDENT LIFE

## STUDENT CONDUCT

Within the context of liberal arts education, the mission of Bob Jones University is to help students develop Christlike character that is manifested in a scripturally disciplined life, service to others, love for God, sharing of the Gospel, and biblical discernment about what God values for eternity. Accomplishing healthy discipleship requires an edifying campus atmosphere and an environment that promotes spiritual growth.

In order to maintain such an environment, BJU bases its system of accountability and correction on the functions of Scripture taught in 2 Tim. 3:16: teaching, reproof, correction and training in righteousness. The goal is to develop “complete” Christians fully equipped for every good work (2 Tim. 3:17).

In executing correction, BJU is interested in the student’s long-term spiritual success. The University recognizes that while the total campus community—students, faculty and staff—continually battles the flesh on an individual basis, when the Holy Spirit is at work in the believer’s heart, spiritual growth and sanctification take place.

## STUDENT ACTIVITIES & ORGANIZATIONS

### Student Activities

#### *Intercollegiate Athletics*

BJU participates as an NCCAA Division 1 school in men’s and women’s basketball, cross country, golf, and men’s soccer. BJU’s women’s soccer program participates in NCCAA Division 2.

Intercollegiate athletics at BJU provide Christian athletes the opportunity to develop and use God-given talents to glorify God by exhibiting a strong Christian testimony and to benefit others. At BJU, participation in intercollegiate athletics is a privilege that comes with responsibility to self, the team, the University and, most importantly, the Lord Jesus Christ. BJU athletes are foremost students focused on spiritual growth and strong academic achievement. They avail themselves of

opportunities offered by the intercollegiate athletic environment to learn self-control, consideration for others, respect for authority, and sportsmanship above championship.

Specific policies and procedures pertaining to the BJU intercollegiate athletic program are set forth in the Intercollegiate Athletics Handbook, which is available on the BJU intranet.

#### *Local Church Attendance*

Students are expected to attend all Sunday morning activities of a local fundamental church which in most cases will be Sunday school and the Sunday morning service, plus an additional service during the week—Sunday evening service, Wednesday evening service or a church shepherding group.

#### *Ministry Teams—Drama, Music, Science & Technology*

Bob Jones University ministry teams provide an outlet for students to come alongside churches and Christian schools, using their God-given talents to edify the body of Christ. Team members demonstrate their abilities in science and mathematics, drama, and music, showing the academic strength that Bob Jones University offers. But ministry teams do not exist primarily for promotional purposes. Their main purpose is to encourage and exhort congregations and Christian schools throughout the United States. Those traveling stay with families from the host church; this gives students opportunity to minister in an informal setting. They and their host family share joys and burdens as they live life together for just a few days. Ministry teams build up schools and churches through Gospel-centered messages. And team members take away a renewed passion for their calling as they continue to prepare for a future of service for the sake of Christ.

#### *Missions Emphasis Week*

One week in the academic year is set aside for a special missions conference called Missions Emphasis Week. BJU brings to its chapel platform outstanding missionary speakers for this event. Representatives of many well-known fundamental mission boards come to the conference to promote missions and to confer with potential missionary candidates.

#### *Mission Teams*

Each year students have the opportunity to minister in other regions of the world by participating in one of BJU's mission teams. Students prepare throughout the year and raise their own financial support. Teams go to various countries spanning the globe using trade skills, music, and preaching/teaching to reach the lost with the Gospel and to challenge the team members to consider their lifelong level of involvement concerning the Great Commission. Each fall one chapel service is set aside for the promotion of summer mission teams.

#### *Museum & Gallery*

Through its collection of sacred art, the Bob Jones University Museum & Gallery exists to promote the appreciation, understanding and preservation of quality fine art that reflects universal and scriptural truths based on God's Word and works. The collection of old master paintings contains representative works of Flemish, Dutch, German, French, Italian and Spanish painting from the 14th through 19th centuries.

#### *Washington Center Day (Special Olympics)*

For over 25 years Bob Jones University faculty and students have volunteered with the Greenville Area 4 Special Olympics. Annually more than 500 students help the over 1,200 students with mental disabilities in this international athletic program. Since 1990 BJU has hosted and sponsored Washington Center Challenge Day, a developmental event for the students with severe/multiple disabilities from Greenville County's School District's Washington Center. The Department of Athletics and the School of Education, in collaboration with the Greenville County Recreation Department and other local businesses, coordinates and supports this event.



### *Weekly Ministry Groups*

BJU has approximately 100 outreach ministries in which students spread the Gospel in the community and surrounding region. Students minister in local churches, nursing homes, children's clubs, community centers and many other ministries, reaching out each week to people through evangelism, discipleship and encouragement. This ministry of BJU's students to the greater Greenville area has been a tremendous asset to pastors and churches and a great opportunity for the students to learn as they train to serve the Lord.

### *Overseas Summer Study Tours*

BJU conducts overseas study tours to various areas. University course credit is available but optional. The tours are conducted by experienced members of the BJU faculty.

### *Concert, Opera & Drama Series and Recitals*

Each year the University's Concert, Opera & Drama Series presents programs by the world's leading solo artists and ensembles, as well as a Shakespearean production. The student program fee provides each full-time student with a season ticket. In addition, the Divisions of Music and Communication present recitals and concerts by students, members of the faculty and BJU music organizations.

### *Bible Conference*

The annual spring Bible Conference is one of the outstanding features of the university year. Extending for five days, the Conference brings to the campus America's outstanding fundamental Bible teachers, pastors and evangelists. All regular academic work is suspended for the Bible Conference.

### *BJU Heritage Day*

One day is set aside each year in late October to remember the rich heritage of Bob Jones University. The blessing of God upon BJU is evident in the lives of the many godly men and women who have served as the faculty and staff since the school's founding. The day features a special chapel service that includes personal memories of Dr. Bob Jones Sr., Dr. Bob Jones Jr. and the many others who have been vital to the history of this ministry. These programs often include video and audio clips from the early days of BJU.

### *Chapel Services*

One of the most interesting features of Bob Jones University is the 35-minute chapel service held every morning, Monday through Thursday. These services are a source of great inspiration to students. Four days a week the chapel message is brought by the president, an administrator, a faculty member or a guest speaker. Each Friday the chapel period is devoted to the meetings of various societies or Biblical Worldview Forums.

### *Day of Prayer*

Once each semester, classes are canceled and a day is devoted to prayer and praise. The schedule varies, but includes sessions where students and faculty and staff members gather by groups to share requests and pray.

### *Graduating Student Expo*

The Graduating Student Expo helps prospective graduates prepare for commencement and a successful transition from college to life after graduation. The expo contains all the services a prospective grad needs to feel prepared for graduation. Prospective grads may order graduation announcements and class rings, sign up for a cap and gown portrait, review graduation requirements, learn about job networking resources, get advice on repaying loans, and explore ways to stay connected with Bob Jones University.

### *Soulwinning Conference*

A guest chapel speaker brings a series of messages to inspire and instruct students and faculty to improve their witness for Christ to the lost. The BJU family leaves motivated to use their opportunities to win souls for Christ.

## Musical Groups

### *Bands & Orchestra*

**Concert Band:** This organization of approximately seventy players performs literature from the standard concert band repertoire and performs at least two major concerts each year. Membership is open through audition to all students.

**Symphonic Wind Band:** This organization of approximately fifty players is devoted to performance of the finest concert literature, both secular and sacred, for winds and percussion. The Wind Band performs at least four concerts each year, in addition to recording and touring regularly. Membership is open through audition to all students.

**Symphony Orchestra:** The university orchestra presents a concert each semester and performs in opera productions. In addition to the standard symphonic repertoire, the orchestra often performs such special assignments as recording for films. Membership is open to all students through audition.

### *Choral Groups*

The choral program at BJU exists to support the growth of the Christian student into the image of God and to equip him or her to use music for the service of God. The developmental program is comprised of multiple graded choirs. All students are welcome to audition and are placed according to their classification and abilities. Singers are re-auditioned periodically to determine proper placement. The program consists of seven choirs: University Singers, Conductors Chorus, Collegiate Choir, Concert Choir, Lyric Choir, Chorale and Chamber Singers. Performance venues include concerts of standard choral literature and church music and opera productions. Participants will have the opportunity to reach their individual technical and artistic choral potential within a program that strives for the highest level of musical excellence.

### *Classic Players/Drama*

The Classic Players is one of the outstanding college Shakespearean repertoire groups in the world. Membership is open to students who show the requisite ability in public tryouts. A major production is presented each year, including such great plays as *Hamlet*, *Julius Caesar*, *Macbeth*, *The Merchant of Venice* and other plays covering the great majority of the Shakespearean repertoire.

### *Instrumental Ensembles*

Several permanent chamber ensembles provide opportunity for specialized performance by qualified instrumental students. These include a woodwind choir, flute choir, trombone choir, cello choir, horn choir, tuba-euphonium choir, trumpet choir, handbell concert choir and handbell ensemble, chamber harp ensemble, chamber string orchestra, guitar ensemble, Musica Antiqua, string chamber groups, concert band and percussion ensemble. In addition, a number of smaller chamber groups are formed during each academic year.

### *Recitals*

Recitals celebrate God's glory through music and drama. Hours of instruction, days of practice, and years of discipline culminate in this moment for friends and family to gather and see what God has accomplished. During the course of their college careers, students have taken performance classes, competed against each other and participated in various groups. Weeks prior to the recital, students

undergo the recital check, which determines whether or not they are qualified to perform. Finally, in the days before the recital, the performers mentally prepare for the stage—the pressure of an audience, the desire to represent their time at school well, and the hope of giving their listeners an artistic gift. Only God could have brought the performers to this moment. Only God deserves the praise.

### *University Opera Association*

Opera productions are presented biennially, often with guest artists featured in the principal roles along with student and faculty soloists. Supporting roles and chorus parts are taken by students who show requisite ability.

## Campus Media

### *The Collegian*

Bob Jones University's student newspaper, *The Collegian*, was founded in 1987 as a journalism lab, offering students hands-on experience in producing a biweekly publication. Students write and edit articles, design the layout, and take photographs for the paper. Stories in *The Collegian* focus on campus personalities and student life, helping to unify the large and diverse student body. The paper is distributed free on campus and is available online to parents, friends and alumni. *The Collegian* is an eight-page weekly college newspaper whose purpose is to inform, to enlighten and to entertain its readers—BJU students, faculty, alumni and extended family. The paper is published every Friday, both online and in print.

### *Vintage*

The *Vintage*, “a season's produce” by definition, is BJU's yearbook. The staff, whose responsibility it is to produce this annual publication, is composed of students from varied academic divisions and classifications within the University. Colorful, uniquely photographed and beautifully bound, the annual mirrors not only classes and activities but also the student body's worthy goals and Christian philosophy of life. Any full-time student who is registered for and remains through both the fall and spring semesters in any regular school year will receive a copy of the *Vintage* without charge. Any student who does not remain for two full semesters is not entitled to receive a yearbook.

### *WBJU FM/TV/Online*

**WBJU-FM** is BJU's student-staffed campus radio station. The station broadcasts seven days a week to provide the student body with a variety of sacred, classical and easy-listening music; as well as informative news and sports talk programming. The station is mainly staffed by students who have an interest in broadcasting. They are responsible for producing, scheduling, announcing and marketing the station's content. Residence hall students listen to WBJU on 104.5 FM or stream live at [wbju.home.bju.edu](http://wbju.home.bju.edu).

**WBJU-TV** is the student-staffed television station. The station provides the campus with national, local and campus news, plus sports highlights, weather and campus announcements throughout the day. The station provides students with opportunities to be anchors, reporters, producers and technical crew members on a variety of television programming produced in the Journalism and Mass Communication studios. Students watch WBJU-TV at The Den, Fine Arts Center, The Growl, Fitness Centers and residence hall viewing areas.

**WBJU-Online** is the station's website that is available over the campus intranet. Students can access news, weather and sports. They can watch WBJU-TV video content or listen to WBJU.

## STUDENT SUPPORT PROGRAMS & SERVICES

### Academic Resource Center

The Academic Resource Center seeks to assist students in achieving academic excellence by providing a variety of services and resources to support students' academic goals.

- *Academic coaches* help students to strengthen their specific academic skills, such as time management, study and test-taking skills, note taking, goal setting and knowledge of learning styles.
- *Study groups* provide a forum for students to work together to reinforce their understanding of specific course content.
- *Tutor Referral* assists students who are seeking individualized tutoring sessions for specific college courses.
- *Technology Resources* assists students and faculty by providing technical support for personal computing devices and by offering advice and guidance related to the selection and use of instructional technology equipment and applications.
- *Academic Accommodations* provides a personalized support system to students with documented learning disabilities by establishing reasonable academic accommodations and offering individualized academic assistance.
- The *Writing Center* supports students in the development of writing skills by guiding them through the writing process.
- *Transition Advising* guides students through the decision-making process of selecting or changing their major.

### Career Services

Career Services, located in the Student Center mall, offers counseling in choosing a major and in career-related needs. Taking the Strong Interest Inventory, in particular, will be helpful in selecting the right major. This office serves graduates and graduating students seeking employment as well as students seeking summer employment.

### Mack & Music Libraries

The library seeks to assist students by providing a variety of services to help facilitate the completion of class assignments and the use of library resources during a course.

**My Account:** Set up an online account to view items on loan, renew items, borrow books through PASCAL, place library items on hold or save preferred catalog searches.

**Interlibrary Access:** PASCAL Delivers (Partnership Among South Carolina Academic Libraries) enables students to request books from participating academic libraries in the state—receiving those books at BJU in just a few business days; and the Interlibrary Loan (ILL) system enables students to borrow items not available through PASCAL.

**Reference Service:** A librarian is available to assist students in locating information or resources.

**LibGuides:** Online library guides provide research assistance by subject, specific classes and projects, or by discipline, and are developed by librarians and faculty.

**Ask a Librarian:** A librarian is available to assist in researching a question and preparing bibliographies.

**Workshops:** Each semester workshops are offered to aid students in being able to complete quality assignments.

### Center for Distance Learning

The Center for Distance Learning provides student support for students enrolled in online courses and online degree programs. This includes facilitating student communication with on-campus

resources as well as providing technical support as needed. The Center for Distance Learning also provides academic assistance to students who are at risk in distance learning courses.

### Bellis Copy Center

The Copy Center offers high quality color and black/white printing at a very competitive price. It also offers a wide range of services catered to meet almost every printing or finishing need, including printing, collating, stapling, binding, laminating and cutting. The lobby area includes work tables furnished with a paper cutter, hole-punch, staplers and other incidental office supplies, as well as a Mac and PC for customer use.

### Business Office

The Business Office provides students with financial services such as receipt of account payment, check cashing and drawing account access. The Business Office provides a safe, secure location for students to deposit financial resources during the school year for quick, easy, on-campus access during normal business hours.

### Bruins Shop and Textbook Store

The Bruins Shop offers a wide variety of trade books, quality music and Bruin merchandise gift items for everyone. The Textbook Store provides students the convenient opportunity to purchase textbooks either in the store or through its website.

### Counseling

Spiritual and emotional counseling is available to all enrolled students through the Office of Student Life. Assistant deans of mentoring and counseling are available to help day students. Counselors and a resident supervisor are available in each residence hall. A counselor is also available to assist students who have been abused, and students who have experienced abuse are strongly encouraged to seek counsel. Faculty and staff are also available to counsel students in such areas as home issues, spiritual battles, room problems and social adjustment. Everything reasonable will be done to maintain confidentiality and privacy.

### Davis Field House (DFH), Fremont Fitness Center & Recreational Facilities

The DFH provides facilities for the University's Division of Health, Exercise & Sports Science, the university intramural program, the university intercollegiate athletic program, and faculty/staff/student recreation opportunities. This includes classrooms, offices, locker rooms, a women's fitness center, an aerobics room, an indoor jogging track and a swimming pool. There are three separate court areas in the DFH which can provide four regulation courts for basketball and volleyball and six badminton courts. Seating is available for approximately 4,000 people for athletic and special events in the main court.

The Fremont Fitness Center contains locker rooms, saunas, whirlpools, racquetball courts and two exercise rooms featuring aerobic equipment, weights, and state-of-the-art strength and conditioning equipment.

Additional campus recreational facilities include the athletic fields, Stadium Field track, tennis courts and Student Center (table tennis, pool tables and board games).

### Dining Services

Dining with friends is an integral part of the college experience. Whether it is a quick bite on the go or a casual sit-down meal with your friends, BJU Dining Services makes it easy for students to refuel and reconnect. Dining Services offers many dining styles to enhance the college experience. Campus locations include the following: Dixon-McKenzie Dining Common (full-service cafeteria), The Den (food court area with offerings including Chick-fil-A and Papa John's Pizza), Cuppa Jones (campus coffee shop), and The Growl (fast-food sandwich and grill location).

## Disability Support Services

BJU, within the bounds of its resources, provides reasonable accommodations to allow all students accepted into a program of study equal opportunity to effectively reach their academic and personal goals. Requests for academic accommodations will be processed on an individual basis through the Academic Resource Center (ARC). The ARC provides a personalized support system to students with documented learning disabilities by establishing reasonable academic accommodations and offering individualized academic assistance. To receive assistance from the ARC, students with learning disabilities must provide a current evaluation report from a qualified examiner. Students with physical disabilities, or hearing or visual impairment must provide official documentation from an appropriate medical physician documenting the disability and its effects on academic achievement. An individualized accommodations plan will be created and implemented for all students qualifying for this service. See the Academic Resource Center for additional information.

Residence hall students and applicants are encouraged to contact the Office of Student Life, which will process specific housing accommodation requests on an individual basis. See the BJU Housing Accommodation Policy for additional information.

## Financial Aid Office

The Financial Aid office on the second floor of the Administration Building assists students with scholarships, loans, grants and the student work program and provides information on the student insurance plan.

## International Students

BJU provides an International Counselor who functions as key facilitator in the college enrollment process by giving guidance on careers and majors; advising on high school course selection; preparing students for college admission tests; facilitating the transfer credit process; and facilitating the financial aid process. The International Counselor applies country-specific information to these topics, including academic credentials and evaluation services, international career trends, and currency/income. Students for whom English is not their native language receive special communication using easy-to-understand terms and phrases; the International Counselor uses students' results from the Test of English as a Foreign Language (TOEFL) to guide students into appropriate degree study, ESL programs and other remedial helps.

## Advising of International Students

As Primary Designated School Official, the International Student Advisor is the competent immigration authority on campus ensuring institutional compliance and fulfilling reporting obligations to the Student and Exchange Visitor Program. Beginning with preparation for a visa interview, and continuing on through graduation and return home or change of visa status, the International Student Advisor works to educate international students on receiving and maintaining lawful status in the U.S. In addition, the International Student Advisor assists international students with travel arrangements, cultural adjustment, money handling, community services, employment authorization, health care, housing and utilities.

## Office of Mentoring

Faculty/staff constantly cross paths with students and have many opportunities to live out Christlikeness within the cultural and academic environment at BJU. However, by taking on a protégé, faculty/staff members can intensify their efforts to develop Christlikeness in the next generation. The Office of Mentoring exists to equip mentors to invest effectively by matching them with protégés and recommending resources, as well as offering guidance and encouragement. Participation in the Mentor Ministry is completely voluntary. Mentoring relationships will be established only between students who request a mentor and faculty and staff who want to mentor. These relationships will, for the most part, start at the beginning of the student's freshman year and ideally will continue throughout the student's education.

## Post Office

Bob Jones University offers students, faculty, staff and community members a full-service, on-campus post office with mailing and shipping services provided through the United States Postal Service, UPS and FedEx. Mail is distributed each business day to campus post office boxes and mail stops, with each student assigned a campus PO Box. Large packages are delivered to the main campus post office for individual pickup.

## Prayer Group Partnership

The Prayer Group Partnership Program provides opportunities for faculty, staff and graduate assistants to partner with a prayer group in the men's and women's residence halls for an entire academic year. This partnership provides additional opportunities for faculty, staff and graduate assistants to interact with and mentor students spiritually, socially and academically. Prayer group partners commit to pray for the prayer group consistently, and aim to interact with the prayer group members through informal and formal gatherings at meals and on- or off-campus events.

## Public Safety

The Department of Public Safety strives to protect and serve the University, promoting safety and security while training and maturing its employees to Christlikeness. The Department of Public Safety is composed of both student and full-time employees who are dedicated to serving the Lord at Bob Jones University. The purpose of Public Safety is to protect and serve the students, faculty and staff, visitors and alumni of the University. Its goal is to maintain the highest quality of service to the public by providing the best possible training to its employees. While training its employees in the different aspects of their jobs, they are taught biblical principles that will allow them to become more Christlike in character and learn the importance of being servants to those they serve. Public Safety provides many services for the university community and its visitors. In addition to the daily routine of locking and unlocking buildings, it provides traffic and parking control; helps stranded motorists with vehicle assists; gives directions to visitors; and provides safe school crossings for BJA elementary students and 24-hour patrol of the campus. See Volume II, Section 2.3 for Public Safety policies applicable to the university community.

## Residence Halls

Residence halls at Bob Jones University are staffed by a resident supervisor and resident mentors. There are five men's and five women's residence halls for single students. Residence hall rooms are fully carpeted and air-conditioned and provide computer connections to the campus network. Each room is outfitted with a telephone and built-in furniture (two student desks, two bunk bed units, overhead and hanging closet space, and built-in drawer space). Each undergraduate residence hall also provides a study lounge. Some residence halls are equipped with handicapped access. In order to keep the facilities up to date, each residence hall is refurbished yearly. To aid campus security, residence hall doors are accessible only by student ID cards, and all outside entrances to the residence halls are monitored by video surveillance equipment.

All residence hall students attend prayer meeting from 10:30–10:45 p.m. on Monday, Tuesday, Thursday, Friday and Saturday. On Sunday and Wednesday each room has its own 15-minute prayer meeting at a time suitable to all of the roommates. Residence hall prayer meetings provide students with a time to deepen their relationship with the Lord by bringing their personal requests as well as the requests of others before the Lord in prayer and praise.

## University Cleaners

This on-campus cleaners offers the following services to students, faculty and staff, with all cleaning services done on the premises, and free pickup from and delivery to the residence halls: professionally dry-clean and press clothes; professionally launder shirts, pants and bedding; professionally clean and press draperies; and professionally clean and preserve wedding gowns. Additionally, the cleaners can store student clothing over the summer.

## Student Work Program

Through BJU's Student Work Program, students earn money working on campus during the school year. Qualifying students work 5 to 25 hours a week (depending on jobs available).

Earnings are paid biweekly and are applied to a student's tuition account or paid in cash (BJU personal drawing account deposit or bank direct deposit). Earnings will automatically be applied to all tuition accounts in arrears.

Campus job opportunities are available in many departments. Students in the program work for managers who are concerned for the students' academic well-being and are flexible in accommodating class schedules. The University cannot guarantee work for all students and cannot guarantee that each student will earn the approved amount each week.

Application for a job may be made through [www.bju.edu](http://www.bju.edu).

The Student Work Program gives priority to undergraduate students living in the residence halls. International students and Bob Jones Academy students are limited to a maximum of 20 hours per week. BJA students under 16 years of age are limited to 12 hours per week. International students and BJA students are also subject to additional labor laws.

A limited number of work students may also qualify for the Federal Work-Study Program, which is a federally funded aid program available to full-time students. See the BJU Federal Work-Study Policy for additional information.

## Alumni Association

The Bob Jones University Alumni Association is composed of graduates, former students and friends of BJU united together in support of one another, the University, and the Gospel through prayer, networking, giving and promotion. The association provides tools and encouragement to aid members in fulfilling this mission of building relationships with one another and the University. These tools include activities for fellowship such as the annual Turkey Bowl Run, a general reception for members and class reunions scheduled at various times during the academic year, local membership gatherings, and special receptions for local alumni in various professional fields. The Alumni Association also puts on a specific event each year for each class—freshman, sophomore and junior—and multiple events for each senior class. The goals are to increase student awareness of the Alumni Association and the benefits of membership, and to foster a desire among class members to fellowship with each other before and after graduation. Other benefits of membership include access to *BJUAlumni.com* (the interactive online directory of association members), group discounts with businesses, cash grants to alumni children, and awards presented to outstanding, faithful alumni. The association also keeps alumni informed of membership and university news through social media and the official BJU magazine.







COLLEGE OF  
ARTS &  
SCIENCE

# PROGRAMS

The College of Arts and Science offers liberal arts programs and supports the liberal arts core on the undergraduate level. It provides a liberal arts education by teaching a person to be at home in the world of the mind and ideas, by helping him to understand and respond constructively to problems in the larger world, and by challenging him to bring discipline and order into his own life and that of a needy society. Based on the eternal foundation of God's Word, the touchstone of truth, the College uniquely integrates faith and learning—teaching not only how to make a living but also how to live. The College also provides a graduate program in English.

## GOALS

The student will ...

- Analyze and evaluate a broad spectrum of ideas.
- Solve authentic, real-world problems.
- Articulate a biblical response to issues within his discipline.

## DIVISIONS & DEPARTMENTS

The College of Arts and Science is organized into six divisions:

- Division of English Language and Literature
- Division of Modern Language and Literature
- Division of Natural Science
  - Department of Biology*
  - Department of Chemistry*
  - Department of Physics and Engineering*
- Division of Mathematical Sciences
  - Department of Mathematics*
  - Department of Computer Science*
- Division of Nursing
- Division of Social Science
  - Department of History*
  - Department of Social Studies*



**RENAE M. WENTWORTH, EdD**  
Dean

## DEGREES OFFERED

### *Graduate Degrees*

The *Master of Arts* degree with a major in English

### *Undergraduate Degrees*

The *Bachelor of Arts* degree with majors in Creative Writing, English, History, Humanities, International Studies and Spanish

The *Bachelor of Science* degree with majors in Actuarial Science, Biochemistry and Molecular Biology, Biology, Chemistry, Computer Science, Criminal Justice, Engineering, Health Sciences, Information Technology, Mathematics, Physics and Premed/Preudent

The *Bachelor of Science* in Nursing degree with a major in Nursing

*Please refer to the current Undergraduate Catalog for detailed information regarding each of the degree offerings noted above, including information regarding learning objectives, goals, course offerings and sequencing, and degree conferral requirements.*

## GAINFUL EMPLOYMENT

For graduation rates, the median debt of students who completed the program, and other important information, visit [go.bju.edu/rates](http://go.bju.edu/rates).

## ADMISSION

The prospective graduate student in the College of Arts & Science should consult the information on both general admission and admission to graduate work in the introductory section of the Seminary & Graduate Studies Catalog. A bachelor's degree from a recognized college or university with 70 credits of liberal arts courses is required before the applicant will be considered for admission to graduate studies. The applicant should have at least a 2.5 grade point average based on a four-point scale.

For a *Master of Arts* degree in English, the applicant must have a bachelor's degree and must have successfully completed 24 credits of English courses above the 100 level, including Literary Criticism. The applicant must also have taken two years of undergraduate modern language (French or German preferred) or must pass the language proficiency test, which is given each semester.

Deficiencies in either general academic background or the field of concentration must be removed before the applicant can become a candidate for an advanced degree. An applicant with 13 or more credits of deficiencies may be accepted as a postgraduate special student making up deficiencies. After deficiencies have been reduced to 12 or fewer credits, the applicant will be reevaluated for graduate admission consideration. Applicants not holding a Bob Jones University undergraduate degree must take two Bible Doctrines courses in addition to other degree requirements. In certain cases, six credits of approved graduate credit may be transferred from a recognized graduate school.

## CURRICULA & REQUIREMENTS

A student who is admitted to candidacy for a graduate degree shall maintain a high level of achievement and scholarship, which shall be demonstrated by his or her earning an average of B in the work he or she takes while registered as a graduate student. A maximum of six credits of C grades may be applied toward the requirements for the master's degree program. Furthermore, a grade of D or F disqualifies a student as a candidate for an advanced degree from the College of Arts & Science.

## STANDARDS FOR GRADUATE PAPERS

All graduate papers are to be prepared according to the *MLA Handbook for Writers of Research Papers* (7th ed.), the form being adapted to the particular kind of writing to be done. The graduate student should thoroughly understand the proper technical form for his or her graduate papers early in the program. In addition, the graduate student must present his or her thoughts and research in an acceptable and correct grammatical style. Mere technical form is not enough; the material should reflect the high quality of research and knowledge expected of graduate students.

## RESIDENCY & LOAD REQUIREMENTS

For the *Master of Arts* degree, a minimum of two semesters of resident study is required. The maximum full-time load for a graduate student is 16 credits a semester.

## ENROLLMENT

Once accepted in the graduate degree program, a degree candidate must complete all deficiencies and degree requirements within four years. Any master's degree student who interrupts his or her enrollment for more than 24 months must reapply through Admission for Academic Council approval. If approved, he or she must meet the Catalog requirements that are in effect at the time of the student's reenrollment and any new time limit expectations.

# DIVISION OF ENGLISH LANGUAGE & LITERATURE



Bruce E. Rose, PhD  
*Chair*







## Master of Arts Degree, **ENGLISH**

### DEGREE COURSES

#### *Required core courses:*

En 508	History of the English Language <sup>1</sup> (3)
En 509	Structure of Modern English <sup>1</sup> (3)
En 600	Literary Research (3)
En 683	Literary Theory: The Modern Era (3)
English Electives (500/600-level) (12)	

#### *6 credits from the following:*

En 620	Medieval English Literature (3)
En 621	The Tudor Renaissance (3)
En 622	The Later Renaissance (3)
En 631	Neoclassicism (3)
En 632	British Romanticism (3)
En 633	Victorianism (3)
En 641	Colonial & Revolutionary Writers (3)
En 642	American Romanticism (3)
En 643	American Realism (3)
En 651	Twentieth Century British Literature (3)
En 652	Twentieth Century American Literature (3)

Total (*minimum*): 30

The Master of Arts degree in English provides advanced study in literary texts, in periods and backgrounds, and in literary and composition theory. It offers theoretical and practical instruction in the teaching of composition and of English as a second language, and prepares students for additional advanced degrees and teaching, and it supports the goals of the Division of English. This program requires 30 credits.

### Program Learning Outcomes

The student will ...

- Incorporate skills in reading, research and communication into teaching situations. Acquire a thorough familiarity with the history of the English language and literature.
- Implement and assess the validity of the methods of professional literary scholarship.
- Analyze a broad range of literary forms.
- Employ in critical writing the analytical research skills appropriate for professional situations and properly apply the conventions of professional academic discourse.
- Formulate a mature Christian response to issues surrounding the study of literature.

<sup>1</sup> Courses previously taken on the undergraduate level may be replaced by an English course on the 500/600-level.

# COURSES

## DIVISION OF ENGLISH LANGUAGE & LITERATURE

### ENGLISH

#### En 503 Chaucer

Poems representative of Chaucer's three literary periods, with primary emphasis upon *Canterbury Tales* and *Troilus and Criseyde*. *No previous training in Middle English required. First semester, even-numbered calendar years, three credits.*

#### En 504 Milton

The poetry and prose of John Milton, with primary emphasis upon *Paradise Lost*. *First semester, odd-numbered calendar years, three credits.*

#### En 505 Modern Poetry

Major British and American poetry from 1914 to 1945. *Second semester, even-numbered calendar years, three credits.*

#### En 506 Modern Fiction

Major British and American fiction from 1914 to 1945. *Second semester, odd-numbered calendar years, three credits.*

#### En 507 Twentieth Century Drama

Major American and European drama during the last century, inclusive of the forerunners Ibsen and Chekhov. *Three credits.*

#### En 508 History of the English Language

The English language from the time of earliest records, with emphasis on major external influences and internal changes that have shaped our present language. *Second semester, three credits.*

#### En 509 Structure of Modern English

The phonology, morphology, syntax and semantics of English according to the most significant theoretical approaches; and some applications of this knowledge for teaching native and non-native speakers effective use of oral and written language. *Not applicable toward an English major or minor, or Creative Writing major. First semester, three credits.*

#### En 510 Advanced Grammar for TESL

Concentration on areas of English structure that are most important in teaching English as a second language. *Not applicable toward an English major or minor, or Creative Writing major. Second semester, two credits. Prerequisite: En 509.*

#### En 511 Shakespeare: Early Plays

Selected histories, comedies and early tragedies inclusive of *Hamlet*. *First semester, three credits.*

#### En 512 Shakespeare: Late Plays

Selected comedies, late romances and major tragedies exclusive of *Hamlet*. *Second semester, three credits.*

**En 513** The Bible as Literature

Literary approaches to the understanding and appreciation of the Bible with emphasis upon its unique status as the supernaturally inspired written revelation of God. *First semester, even-numbered calendar years, three credits.*

**En 516** Teaching English as a Second Language

Theory and techniques for teaching oral and written English to students whose native language is not English. *Not applicable toward an English major or minor, or Creative Writing major. Second semester, three credits. Prerequisite: En 509.*

**En 517** TESL Practicum

Supervised structured experiences in a school setting with students whose native language is not English. School placement may vary according to the student's area of primary interest: K–5, 6–8 or 9–12. Students will observe, tutor individuals and small groups, help the mentor teacher with various instructional activities, and teach at least three short lessons to a class. A minimum of 20 clock hours of acceptable activities is required. *Not applicable toward an English major or minor, or Creative Writing major. Both semesters, one credit. Prerequisite: En 510 and En 516.*

**En 521** Sixteenth Century Literature

English literature from 1485 to 1603 inclusive of Shakespeare. *Three credits.*

**En 522** Seventeenth Century Literature

English literature from 1603 to 1688 exclusive of Shakespeare. *Three credits.*

**En 525** Contemporary Poetry

Major British and American poetry from 1945 to the present. *Three credits.*

**En 526** Contemporary Fiction

Major British and American fiction from 1945 to the present. *Second semester, odd-numbered calendar years, three credits.*

**En 531** Eighteenth Century Literature

British literature from 1688 to 1789. *Three credits.*

**En 532** British Romantic Literature

British literature from 1789 to 1832. *Three credits.*

**En 533** Victorian Literature

British literature from 1832 to 1914. *Three credits.*

**En 541** Early American Literature

American literature to 1820. *Three credits.*

**En 542** American Romantic Literature

American literature from 1820 to 1865. *Three credits.*

**En 543** American Realistic Literature

American literature from 1865 to 1914 inclusive of naturalism. *Three credits.*

**En 596** European Studies: Drama

A study tour of Greece, Italy and England designed to acquaint students with the historical and cultural background of significant European and English dramas, expose them to dramatic production history and architecture, and give them opportunities to attend selected productions. *Not applicable toward an English major or minor, or Creative Writing major. Three credits.*

**En 597** Field Work: TESL

Practical experience teaching English as a second language in a foreign country. *Not applicable toward an English major or minor, or Creative Writing major. Three credits.*

**En 598** European Studies: English Literature

Study tour of England, Scotland and Wales designed to include locations representing British literature from medieval to modern writings. *Not applicable toward an English major or minor, or Creative Writing major. Three credits.*

**En 599** American Studies: Literature

Study tour of the Eastern United States designed to include locations representing the American literary heritage. *Not applicable toward an English major or minor, or Creative Writing major. Three credits.*

**En 600** Literary Research

Introduction to the tools and techniques of literary scholarship. *First semester, three credits.*

**En 620** Medieval English Literature

Studies in Old and Middle English literature. *Three credits. Prerequisite: En 508.*

**En 621** The Tudor Renaissance

Studies in English literature from 1485 to 1603. *Three credits.*

**En 622** The Later Renaissance

Studies in English literature from 1603 to 1688. *Three credits.*

**En 631** Neoclassicism

Studies in British literature from 1688 to 1785. *Three credits.*

**En 632** British Romanticism

Studies in British literature from 1785 to 1832. *Three credits.*

**En 633** Victorianism

Studies in British literature from 1832 to 1914. *Three credits.*

**En 641** Colonial & Revolutionary Writers

Studies in American literature from the beginnings to 1820. *Three credits.*

**En 642** American Romanticism

Studies in American literature from 1820 to 1865. *Three credits.*

**En 643** American Realism

Studies in American literature from 1865 to 1914. *Three credits.*

**En 651** Twentieth Century British Literature

Studies in twentieth century British literature from 1914 onward. *Three credits.*

**En 652** Twentieth Century American Literature

Studies in twentieth century American literature from 1914 onward. *Three credits.*

**En 681** Writing Theory

A critical survey of current composition theory in relation to a Christian philosophy of communication and with practical applications to student writing. *Second semester, odd-numbered calendar years, three credits.*

**En 682** Literary Theory: The Tradition

Major texts of literary theory from Plato to Eliot. *Three credits.*

**En 683** Literary Theory: The Modern Era

Major texts of recent and contemporary literary theory. *Second semester, three credits.*

**LINGUISTICS****Li 510** Language Learning

The task and resources of the language learner. Practical methods for getting the most from a language school experience, and ways to organize raw language data for efficient learning even in the absence of language instruction. Multiple approaches to language learning. *Summer only, even-numbered calendar years, two credits.*

**Li 511** Phonetics & Phonology

Phonetics: pronunciation of the sounds of world languages, with emphasis on natural and accurate production of the sounds. Phonology: how to discover the phonemes of a language (the sounds that can distinguish words) and their positional variants. Principles for using phonological information (1) to pronounce the language more accurately and (2) to devise a practical writing system for the language, if needed. *Summer only, even-numbered calendar years, three credits.*

**Li 512** Morphology & Syntax

Analyzing word-forms and grammatical constructions with regard to form (morphology and syntax), meaning (semantics) and use in context (pragmatics). Identification of form and meaning in data samples from many languages. Grammatical meanings. Major concepts of pragmatics, including inference from situational context, speech acts and information structuring. *Summer only, even-numbered calendar years, two credits.*

**Li 513** Field Methods & Literacy

Application of linguistic skills in a field situation: working with a native speaker so as to analyze and learn the language. Includes extensive practice. Also, making primers and teaching reading. *Summer only, even-numbered calendar years, two credits. Prerequisite: Li 510, Li 511 and Li 512.*

**Li 520** Bible Translation

Principles and methodology, practical approaches to specific Bible translation problems, history and current trends, and details of current theories about equivalence. Analysis of meaning, including components of meaning and multiple senses. Overview of steps and procedures in an actual Bible translation project. *Six credits of Greek and six credits of Hebrew are strongly recommended. Summer only, even-numbered calendar years, three credits. Prerequisite: Li 513.*

**Li 521** Translation Technology

Guided experience working with Bible concordance programs, grammatical searches, orthography, type for specialized characters and word processing techniques to enhance translation efforts. *Summer only, even-numbered calendar years, one credit. Prerequisite: Li 520.*

**Li 699** Translation Internship

On-site instruction and observation of a Bible translation project, under the leadership of an experienced translation consultant. Experiences will be arranged to give the student an overall view of translation projects. *Two credits. Prerequisite: Li 521.*

## DIVISION OF SOCIAL SCIENCE

### DEPARTMENT OF SOCIAL STUDIES

#### SOCIOLOGY, SOCIAL STUDIES

**SSS 504** Cultural Anthropology

The components of culture and how they affect individual behavior. Problems of cross-cultural individual behavior; and problems of cross-cultural contact, particularly for the missionary. *First semester, three credits.*



# FACULTY



## DEAN

### *Renae Midcalf Wentworth (2001)*

BA, Bob Jones University  
MA, Bob Jones University  
EdD, Bob Jones University

## DIVISION OF ENGLISH LANGUAGE & LITERATURE

### DIVISION CHAIR

#### *Bruce Edward Rose (1996)*

BA, Bob Jones University; MEd, Bob Jones University;  
PhD, University of North Carolina at Chapel Hill

#### *Grace Collins Hargis (1961)*

BA, Bob Jones University; MA, University of North Carolina at Chapel Hill; PhD, Indiana University-Bloomington; Additional graduate work, University of Washington-Seattle Campus

#### *Chris Hanes Martin (1986)*

BA, Bob Jones University; MEd, Bob Jones University;  
MA, Virginia Polytechnic Institute and State University;  
PhD, University of Georgia

#### *Janie Caves McCauley (1986)*

BA, Tennessee Temple University; MA, Clemson University;  
PhD, Miami University-Oxford

#### *Ronald Brenton McNeely (1998)*

BA, Bob Jones University; MA, Clemson University;  
PhD, University of South Carolina-Columbia

#### *Karen Denise Rowe (1989)*

BA, Bob Jones University; MEd, Bob Jones University;  
PhD, Bowling Green State University-Main Campus;  
Additional graduate work, Clemson University

#### *Caren Salter Silvester (1978)*

BA, Bob Jones University; MA, University of South Carolina-Columbia; EdD, Bob Jones University

#### *Raymond Alvin St John (1965)*

BA, Bob Jones University; MA, Bob Jones University;  
MA, University of Michigan-Ann Arbor; PhD, University of North Carolina at Chapel Hill





SEMINARY  
& GRADUATE  
SCHOOL OF  
**RELIGION**

# PROGRAMS

The Seminary and Graduate School of Religion exists to provide understanding in the content and interpretation of the Word of God, an in-depth biblical philosophy of Christian ministry, and detailed instruction in applied ministry skills.

## GOALS

The student will ...

- Mature in discipleship to Jesus Christ as he or she pursues mastery of the key academic disciplines within biblical and theological studies;
- Mature in servant-leadership among God's people, giving special attention to biblical philosophy and practice in counseling and administration; and
- Mature in Christian communication to God's people, especially those men pursuing ordination track degrees who must give special attention to expository preaching.

## DIVISIONS & DEPARTMENTS

The Seminary and Graduate School of Religion is organized into two divisions:

- Division of Professional Ministry Studies
- Division of Graduate Studies



**STEPHEN J. HANKINS, PhD**  
Dean

## DEGREES OFFERED

### *Graduate Degrees*

The *Master of Arts* degree with majors in Biblical Counseling, Biblical Studies, Ministry Studies and Theological Studies.

The *Master of Divinity* degree.

The *Master of Ministry* degree.

The *Doctor of Ministry* degree.

The *Doctor of Philosophy* degree with a major in Theological Studies.

### *Undergraduate Degrees*

The *Associate of Science* degree with a major in Christian Ministries

The *Bachelor of Arts* degree with majors in Bible, Biblical Counseling and Cross-Cultural Service

The *Bachelor of Science* degree with a major in Christian Ministries

*Please refer to the current Undergraduate Catalog for detailed information regarding each of the degree offerings noted above, including information regarding learning objectives, goals, course offerings and sequencing, and degree conferral requirements.*

## GAINFUL EMPLOYMENT

For graduation rates, the median debt of students who completed the program, and other important information, visit [go.bju.edu/rates](http://go.bju.edu/rates).

## PROGRAM EMPHASIS

### Our Overall Emphasis

The Seminary & Graduate School of Religion degree programs are especially designed for those who intend to enter full-time vocational Christian service. All of the degree programs focus on ministry philosophy and practice, personal spirituality and Scripture interpretation.

### An Emphasis on Spirituality Modeled by Jesus Christ

As part of the curriculum, great emphasis is given to the student's development in the image of Christ. This emphasis on personal spiritual development is central in every course and for every degree program as a whole. This vital emphasis is further maintained for resident students by chapel, required weekly hands-on ministry activities, special seminars on spiritual growth and development, and an annual spiritual retreat.

### An Emphasis on the Accurate Interpretation of Scripture

In the pursuit of our students' spiritual growth and development through mentoring and teaching, our faculty holds to the inspiration and inerrancy of the Bible as the Word of God. We believe that it is the believer's only rule for faith and practice.

Our approach to teaching the meaning of Scripture follows a traditional theologically conservative hermeneutic. The person and work of Christ is central to all we preach and teach, especially that all men may only be saved by grace alone, through faith alone and in Him alone and can only experience an increase in spiritual growth and understanding from the Bible by an intimate spiritual relationship with Him. We are committed to helping our students become firmly committed to embrace and obey whatever Scripture says, even when its statements do not fit within a carefully constructed theological system.

Our approach hermeneutically is characterized by a moderate dispensationalism governed by the literal contextual, grammatical and historical meaning of Scripture. This dispensationalism maintains the distinction between Israel and the Church (presently and uniquely indwelt by the Holy Spirit); recognizes both the literal future and present spiritual forms of the Kingdom of God; and adheres to a pretribulational, premillennial explanation of the doctrine of eschatology as found in Scripture.

## SEMINARY CURRICULUM

### Foundational Core Courses

All degree candidates will complete the core courses either as part of their degree program or in satisfying prerequisites for the degree. These courses consist of New Testament Introduction, Old Testament Introduction, Biblical Hermeneutics, Biblical Sanctification, Systematic Theology I and Systematic Theology II. These courses represent a foundational and essential body of knowledge expected of any student earning a degree at the Seminary, whether they enter immediately into active church ministry or advance to additional graduate degree work.

### Curriculum Framework

Each degree platform is a building block toward a larger acquisition of knowledge and a higher degree of academic and ministry skill attainment. The courses required in each program assist the student in building toward the completion of

the next degree. These degrees represent the scope of the knowledge obtained, the rigor of specific course expectations, and the level of overall performance expected of the students.

## STANDARDS FOR PAPERS, THESES & DISSERTATIONS

All graduate papers will be prepared according to Kate L. Turabian's *A Manual for Writers of Research Papers, Theses and Dissertations* (8th ed.), when documentation and bibliographical data are required.

The graduate student should thoroughly understand the proper technical form for his or her graduate papers early in the program. In addition, the graduate student must present his or her thoughts and research in an acceptable and correct grammatical style. Mere technical form is not enough; the material should reflect the high quality of research and knowledge expected of graduate students.

All graduate theses and dissertations must be completed and approved and the registrar notified of the completion by April 15 for May degree conferral or by August 1 for August degree conferral.

Any student who has completed all the requirements for any graduate degree with the exception of his or her thesis or dissertation must be registered in the University each semester until the thesis or dissertation is completed and approved.

## MINISTRY CLASSES

Each week resident ministry students majoring in Ministry Studies and Theological Studies and those interested in the ministry meet together to receive instruction and inspiration from the director of Ministry Training and experienced men of God. Twice each week the ministry students meet separately and receive specialized instruction in areas such as discipleship, preaching, theology and church ministries.

Once a ministry student successfully completes the ministry courses required for his degree (SCM 607 Pastoral Theology, SCM 651 Christian Discipleship, SCM 652 Ministry of Preaching: History & Philosophy, or SCM 701 Issues in Church Ministry), he must register for SCM 707 Ministry Perspectives or if he has irreconcilable scheduling conflicts, SCM 708 Ministry Outreach, until completion of his degree as part of the leadership training component of his program.

## SEMINARY PARTNERSHIP PROGRAM

The Seminary Partnership Program is for students in resident coursework who are involved in full-time Christian ministry or in other full-time employment that prevents their taking a full load of coursework.

Students who qualify will not be required to fulfill other campus responsibilities beyond their class attendance (i.e., Concert, Opera & Drama Series, chapel, opening services, Bible Conference). Students who never attended BJU and are taking daytime classes will be required to attend chapel one day per week during the first two semesters of enrollment.

An application for the Seminary Partnership Program is available on the BJU intranet. Ministry students majoring in Ministry Studies or Theological Studies and approved for this program must also be registered for SCM 708 Ministry Outreach.

## SEMINARY DISCOUNT PROGRAM

Students enrolled in the seminary degree programs may receive discounts on tuition and/or incentives. For further information, contact the director of Financial Aid.

## MASTER'S DEGREES

### Admission

The prospective graduate student in the Seminary & Graduate School of Religion should consult the information on both general admission and admission to graduate work in the introductory section of the Seminary & Graduate Studies Catalog. A bachelor's degree from a recognized college or university with 70 credits of liberal arts courses is required before the applicant will be considered for admission to graduate studies.

Deficiencies in either general academic background or the field of concentration must be removed before the applicant can become a candidate for an advanced degree. An applicant with 13 or more credits of deficiencies may be accepted as a postgraduate special student making up deficiencies. After deficiencies have been reduced to 12 or fewer credits, the applicant will be reevaluated for graduate admission consideration. Applicants not holding a Bob Jones University undergraduate degree must take two Bible Doctrines courses in addition to other degree requirements. In certain cases, six credits of approved graduate credit may be transferred from a recognized graduate school.

For the *Master of Arts* degree in Biblical Counseling program, the applicant must have a bachelor's degree with a cumulative GPA of 2.5 or above and a minimum of 9 credits of Bible courses.

For the *Master of Arts* degree in Biblical Studies, Ministry Studies or Theological Studies programs, the applicant must have a bachelor's degree with a cumulative GPA of 2.5 or above and a minimum of 18 credits in religion courses. Nine credits in Greek (beginning and intermediate levels) is also recommended for those selecting electives in Bible Languages.

For the *Master of Ministry* degree program, the applicant must have a bachelor's degree, a minimum of two years of full-time vocational ministry experience, current employment in a full-time vocational ministry position (e.g., counselor, pastor, evangelist, missionary).

For the *Master of Divinity* degree program, the applicant must have a bachelor's degree, including nine credits in Greek (beginning and intermediate levels).

### Curricula & Requirements

A student who is admitted to candidacy for a graduate degree shall demonstrate and maintain a high level of achievement and scholarship. Furthermore, a grade of D or F (except for the Master of Divinity degree program) disqualifies a student as a candidate for an advanced degree from the Seminary & Graduate School of Religion.

For the *Master of Arts* degree programs, an average of B must be maintained in the work the student takes while registered as a graduate student. A maximum of six credits of C grades may be applied toward the requirements for the Master of Arts degree. The Master of Arts student will complete comprehensive exams in the final semester of his or her coursework for the degree. The examination covers material from the core courses (New Testament Introduction, Old Testament Introduction, Biblical Hermeneutics, Biblical Sanctification, Systematic Theology I and Systematic theology II).

For the *Master of Ministry* degree, an average of B must be maintained in the work the student takes while registered as a graduate student. The Master of Ministry student will submit a portfolio to the dean of the Seminary in the final semester

of his or her coursework. The portfolio will include the following: candidate's conversion to Christ and call to the ministry, ministry philosophy, foreign missions ministry philosophy, doctrinal statement and course-by-course description of the benefits derived from the Master of Ministry degree program.

For the *Master of Divinity* degree, a cumulative 2.6 GPA must be maintained in the work the student takes while registered as a graduate student. The Master of Divinity student will submit a portfolio to the dean of the Seminary in the final semester of his coursework. The portfolio will include the following: candidate's conversion to Christ and call to the ministry; ministry philosophy; foreign missions ministry philosophy; doctrinal statement (print-ready for ordination); five-expository-sermon set prepared while a seminary student; comprehensive bibliography (printed and digital resources); and summation of the principal spheres of knowledge, major values and ministry skills acquired during the completion of the Master of Divinity degree program.

Graduate Greek Proficiency Examination—Master's students who take at least three credits of graduate Greek may elect to take this examination to certify their attainment in Koine Greek. The examination is a two-hour timed test consisting of Greek exegesis and sight-reading of select passages from the Greek New Testament. The completion of SNT 622 Methods of Greek Exegesis is usually essential for successful completion of this examination. (Those who enter the PhD in Theological Studies degree program are required to pass this examination.)

## Residency & Load Requirements

The maximum full-time semester load for a graduate student is nine credits of online classes via distance learning or 16 credits of resident and/or online classes.

For the *Master of Arts* degree in Ministry Studies or Theological Studies, a minimum of two semesters of resident study is required.

For the *Master of Arts* degree in Biblical Counseling or Biblical Studies, no resident study is required. Courses to fulfill requirements for these degrees and/or deficiencies are available online via distance learning.

For the *Master of Ministry* degree program, a minimum of four terms of resident study in one-week modular courses is offered three times during the academic year and the summer session. Student-faculty pre-course online contact hours are required for each course. Post-residency completion of reading, research and prescribed ministry experiences is also required for each course.

For the *Master of Divinity* degree program, a minimum of two semesters of full-time resident study or the equivalent is required.

## Enrollment

Once accepted in the graduate degree program, a degree candidate must complete all deficiencies and degree requirements within a specified number of years.

The *Master of Arts* and Master of Ministry degree programs must be completed within four years.

The *Master of Divinity* degree program must be completed within six years.

Any master's degree student who interrupts his or her enrollment for more than 24 months must reapply through Admission for Academic Council approval. If approved, he or she must meet the Catalog requirements that are in effect at the time of the student's reenrollment and any new time limit expectations.

## DOCTORAL DEGREES

A summary of the requirements for the doctoral programs offered by the Seminary & Graduate School of Religion are included in this catalog. For a more detailed explanation of requirements, refer to the Seminary Guide to Doctoral Studies, which is available online at BJU's website (*bju.edu*).

### Admission

The prospective graduate student in the Seminary & Graduate School of Religion should consult the information on both general admission and admission to graduate work in the introductory section of the Seminary & Graduate Studies Catalog. A graduate degree in religion from a recognized college or university is required before the applicant will be considered for admission for doctoral studies.

Prerequisites for the degree program (600- and 700-level courses) must be completed before the applicant can be approved to begin doctoral-level coursework. An applicant with 20 or more credits of prerequisites may be accepted on a provisional basis while making up prerequisites. After prerequisites have been reduced, the applicant will be reevaluated for doctoral candidacy.

For the *Doctor of Ministry* degree program, the applicant must have a Master of Divinity degree or the equivalent with a cumulative GPA of 3.5 or above, a minimum of two years of full-time vocational ministry experience, and current employment in a full-time vocational ministry position (e.g., counselor, pastor, evangelist, missionary). The applicant must also submit three letters of recommendations (two from graduate-level professors and one from a pastor); a minimum 25-page writing sample covering a biblical, theological or ministry-related topic (Turabian format); a statement of doctrinal and philosophical agreement with Bob Jones University Seminary (see the University Creed and the Seminary's Program Emphasis); a professional vita describing in detail the applicant's ministry education and experience; a letter of intent, stating the applicant's reasons for application and plan to complete the degree; and an interview with the coordinator of Professional Ministry Studies programs and the dean of the Seminary.

For the *Doctor of Philosophy* degree program, the applicant must have a Master of Arts degree or the equivalent with a cumulative GPA of 3.5 or above. The applicant must also submit three letters of recommendations (two from graduate-level professors and one from a pastor); a minimum 25-page writing sample covering a biblical, theological or ministry-related topic (Turabian format); a statement of doctrinal and philosophical agreement with Bob Jones University Seminary (see the University Creed and the Seminary's Program Emphasis), a professional vita describing in detail the applicant's ministry education and experience; a letter of intent, stating the applicant's reasons for application and plan to complete the degree; and an interview with the seminary PhD advisor and the dean of the Seminary.

### Curricula & Requirements

A student who is admitted to candidacy for a doctoral degree shall maintain a high level of achievement and scholarship—which shall be demonstrated by achieving a 3.5 GPA or above. No credits of C grades may be applied toward the requirements for the doctoral degree. Furthermore, a grade of D or F disqualifies a student as a candidate for a doctoral degree from the Seminary & Graduate School of Religion.



For the *Doctor of Ministry* degree program, the student will complete:

- Application of Expository Preaching in Ministry Context—where during the course he will prepare a 12-week series of full-content expository sermons (30 minutes each) along with all of his research and documentation. In addition, these sermons will be preached in a church context, digitally recorded and evaluated in writing by a panel consisting of at least three seminary faculty members.
- A dissertation on some dimension of the ministry of expository preaching under the direction of a committee comprised of seminary faculty members.

For the *Doctor of Philosophy* degree program, the student will complete:

- Graduate Language Proficiency Examinations—Each candidate must pass at the 80 percent proficiency level language examinations in Koine Greek; Classical Hebrew; and German, French or Latin.
- Doctoral Comprehensive Examinations—A series of five days of oral and written doctoral examinations in the candidate's chosen field of study must be completed within six weeks of the final semester of his coursework.
- A dissertation in the candidate's chosen field of study under the direction of a committee comprised of seminary faculty members.

## Residency & Load Requirements

The maximum full-time semester load for a graduate student is nine credits of online classes via distance learning or 16 credits of resident and/or online classes.

For the *Doctor of Ministry* degree program, a minimum of three years of resident study in special one-week modular courses offered three times during the academic year and the summer session and two years for the completion of the dissertation. Student-faculty pre-course online contact hours are required for each course. Post-residency completion of reading, research and prescribed ministry experiences is also required for each course.

For the *Doctor of Philosophy* degree program, a minimum of two years of resident study beyond the master of arts degree and an additional minimum of two years for the completion of the student's comprehensive examinations and dissertation.

## Enrollment

Once accepted in a graduate degree program, a degree candidate must complete all prerequisites and degree requirements within a specified number of years.

The *Doctor of Ministry* degree program must be completed within five years.

The *Doctor of Philosophy* degree program must be completed within seven years.

Any doctoral degree student who interrupts his or her enrollment for more than 24 months must reapply through Admission for Academic Council approval. If approved, he or she must meet the Catalog requirements that are in effect at the time of the student's reenrollment and any new time limit expectations.

# DIVISION OF PROFESSIONAL MINISTRY STUDIES

## PURPOSE

In support of Bob Jones University's commitment to grow Christlike character, the Division of Professional Ministry Studies exists to provide masters and doctoral degrees, in both residence and distance education formats, for men serving or seeking ordination in full-time ministry as pastors, evangelists, missionaries or leaders in parachurch organizations by developing students' practical ministry skill and their facility in interpreting Scripture.

## GOALS

The student will ...

- Mature as Christian communicators, proclaiming biblical truth effectively, especially in genre-specific expository preaching.
- Mature as servant-leaders, employing principles and strategies for effective administration of church ministries.
- Mature as biblical counselors, applying scriptural truth to help individuals overcome spiritual problems.

# MASTER OF DIVINITY DEGREE

## DEGREE COURSES

### Required core courses:

SCH 601	Church History (3)
SCH 602	Church History (3)
SCM 601	Church Leadership & Admin (3)
SCM 607	Pastoral Theology (2)
SCM 621	Church Discipleship Ministries (2)
SCM 632	Counseling (3)
SCM 651	Christian Discipleship (2)
SCM 652	Preaching: History & Philosophy (2)
SCM 701	Issues in Church Ministry (2)
SHM 634	Expository Sermon Preparation (2)
SHM 726	Homiletics (2)
SNT 622	Methods of Greek Exegesis (3)
SNT 635	Biblical Hermeneutics (3)
SNT 681	New Testament Introduction (2)
SOT 601	Elementary Hebrew I (3)
SOT 602	Elementary Hebrew II (3)
SOT 603	Methods of Hebrew Exegesis (3)
SOT 681	Old Testament Introduction (2)
STh 601	Systematic Theology (3)
STh 602	Systematic Theology (3)
STh 640	Old Testament Theology (3)
STh 650	New Testament Theology (3)
STh 703	Biblical Sanctification (3)
STh 755	The Holy Spirit (2)
STh 758	The Church (2)
STh 760	Eschatology (2)
Religion Electives (600/700-level) (9)	

### 5 credits from the following:

SCM 627	Christian Family (3)
SCM 637	Marriage & Family Counseling (3)
SCM 671	History of Christian Missions (3)
SCM 675	Theology of Missions (3)
SCM 777	Biblical Strategy of Missions (2)

### 3 credits from the following:

SNT 621	Foundations for Greek Exegesis (3)
SNT 703	Exegesis: Paul's Epistles (3)
SNT 709	Septuagint (3)
SNT 711	Exegesis: John's Writings (3)

### 6 credits from the following:

SNT 611	Exposition: Synoptic Gospels (3)
SNT 612	Exposition: John's Gospel & Epistles (3)
SNT 613	Exposition: Acts (3)
SNT 614	Exposition: Romans (3)
SNT 615	Exposition: Corinthian Epistles (3)
SNT 616	Exposition: Paul's Shorter Epistles (3)
SNT 618	Exposition: General Epistles (3)
SNT 619	Exposition: Revelation (3)

### 6 credits from the following:

SOT 611	Exposition: Pentateuch (3)
SOT 613	Expos: Historical Books of OT (3)
SOT 615	Exposition: Psalms (3)
SOT 616	Exposition: OT Wisdom Books (3)
SOT 617	Exposition: Isaiah (3)
SOT 618	Exposition: Jeremiah/Ezekiel/Daniel (3)
SOT 619	Exposition: Minor Prophets (3)

Total (minimum): 95



In support of the Division of Professional Ministry Studies commitment to develop students' practical ministry skill and their facility in interpreting Scripture, the Master of Divinity degree provides the traditional graduate ministry training program for those called of God to be pastors, missionaries and evangelists. It is a balanced three-year program which concentrates on a mastery of biblical content, theology, church history, biblical languages and ministry skills. The program ensures a solid foundation in every aspect of the Christian ministry. This program requires 95 credits. Courses for this degree are available both in residence during the academic year and/or online via distance learning.

## Outcomes

The student will ...

- Apply principles of interpretation to Scripture.
- Exegete Scripture in the original languages.
- Create and deliver expository sermons.
- Prepare outlines of his theological position in preparation for future ordination.
- Assess historical and contemporary movements, denominations, significant writings and prominent leaders in church history.

• Students with a minor in Greek from Bob Jones University may substitute three credits of religion electives for the three-credit Greek Exegesis elective requirement.

# MASTER OF MINISTRY DEGREE

## DEGREE COURSES

### 12 credits from the following:

SPM 600	Management Principles & Practices (3)
SPM 605	Leadership Development: Local Church (3)
SPM 606	Pastoral Ethics (3)
SPM 618	Law & Implications: Local Church (3)
SPM 632	Interpretation/Application Preaching (3)
SPM 641	Expository Preaching: Matthew (3)
SPM 661	Evangelism & Outreach: Local Church (3)
SPM 663	Biblical Missions (3)
SPM 665	Missions: Global & Local (3)
SPM 700	Pastor's Life & Development (3)
SPM 708	Philosophy & Ministry of Church Music (3)
SPM 711	Discipleship Training (3)
SPM 741	Premarital, Marital & Family Counseling (3)
SPM 771	Current Biblical & Theological Issues (3)
SPM 773	Cultic & Humanistic Philosophies (3)
SPM 775	Theology & Practice of Prayer (3)

### 24 credits from the following:

SCH 601	Church History (3)
SCH 602	Church History (3)
SCM 630	Counseling Children & Adolescents (3)
SCM 631	Theories of Counseling (3)
SCM 632	Counseling (3)
SCM 633	Counseling Case Studies (3)
SCM 635	Crisis Counseling (3)
SCM 637	Marriage & Family Counseling (3)
SCM 640	Counseling Applications (3)
SHM 634	Expository Sermon Preparation (2)
SNT 635	Biblical Hermeneutics (3)
SNT 650	New Testament Theology (3)
SNT 681	New Testament Introduction (2)
SOT 635	Biblical Hermeneutics (3)
SOT 640	Old Testament Theology (3)
SOT 681	Old Testament Introduction (2)
SPM 659	Preaching Practicum (3)
SPM 685	Biblical Geography & Archaeology (3)
SPM 697	Holy Land Studies (3)
SPM 698	Journeys of Paul (3)
SPM 699	European Studies: Early Modern Era (3)
STh 601	Systematic Theology (3)
STh 602	Systematic Theology (3)
STh 640	Old Testament Theology (3)
STh 650	New Testament Theology (3)
STh 703	Biblical Sanctification (3)

Total (minimum): 36



In support of the Division of Professional Ministry Studies commitment to develop students' practical ministry skill and their facility in interpreting Scripture, the Master of Ministry degree exists to hone a deployed minister's skills in ministry practice, biblical interpretation, and pulpit proclamation through lectures, directed reading, and ministry-related papers and projects which promote his ministry effectiveness and his own Christlikeness.

The degree is designed for those with a minimum of two years of pastoral experience and who, due to present pastoral ministry, are unable to enroll in a residence program. This degree is designed to further develop a man's philosophy of ministry and ministry skills both in the local church and on the mission field.

Professional ministry courses (600- and 700-levels) are offered in residence in a one-week modular format three times during the academic year and summer session. A new cycle of professional ministry courses are introduced every four years. Courses are also available online via distance learning.

## Program Learning Outcomes

The student will ...

- Apply principles of interpretation to Scripture.
- Apply Scripture to practical questions and problems of life.
- Articulate in writing his ministry philosophy.



## DOCTOR OF MINISTRY DEGREE

### DEGREE COURSES

#### *Required core courses:*

SPM 833	Expository Preaching: Narrative (3)
SPM 836	Expository Preaching: Old Testament Poetry (3)
SPM 838	Expository Preaching: Prophecy (3)
SPM 841	Expository Preaching: The Epistles (3)
SPM 843	Expository Preaching: The Gospels (3)
SPM 845	Application of Expository Preaching (3)
SPM 851	Pastor as Crisis Counselor I (3)
SPM 852	Pastor as Crisis Counselor II (3)
SPM 891	Research & Writing Seminar (2)
SPM 897	Dissertation Research (1)
SPM 898	Dissertation Research (2)
SPM 899	Dissertation Research (3)

Total (minimum): 32

In support of the Division of Professional Ministry Studies' commitment to develop students' practical ministry skill and their facility in interpreting Scripture, the Doctor of Ministry sharpens a field-minister's skills in biblical interpretation, for pulpit proclamation through class lectures, directed reading, and ministry related papers and projects culminating in a summative dissertation that promotes Christlikeness in himself and in his people.

The Doctor of Ministry degree is a 32-credit professional development program for men engaged in full-time pastoral or missionary ministry who have completed a Master of Divinity degree. Included in these 32 credits are 3 credits for the writing of a dissertation on some dimension of the ministry of expository preaching.

Professional ministry courses (800- and 900-levels) are offered in residence in a one-week modular format three times during the academic year and summer session.

### Program Learning Outcomes

The student will ...

- Apply principles of interpretation to Scripture.
- Apply Scripture to practical questions and problems of life for sermonic development.
- Create and defend an original dissertation relating to a field of practical Christian ministry, with a special emphasis in expository preaching.

# DIVISION OF GRADUATE STUDIES

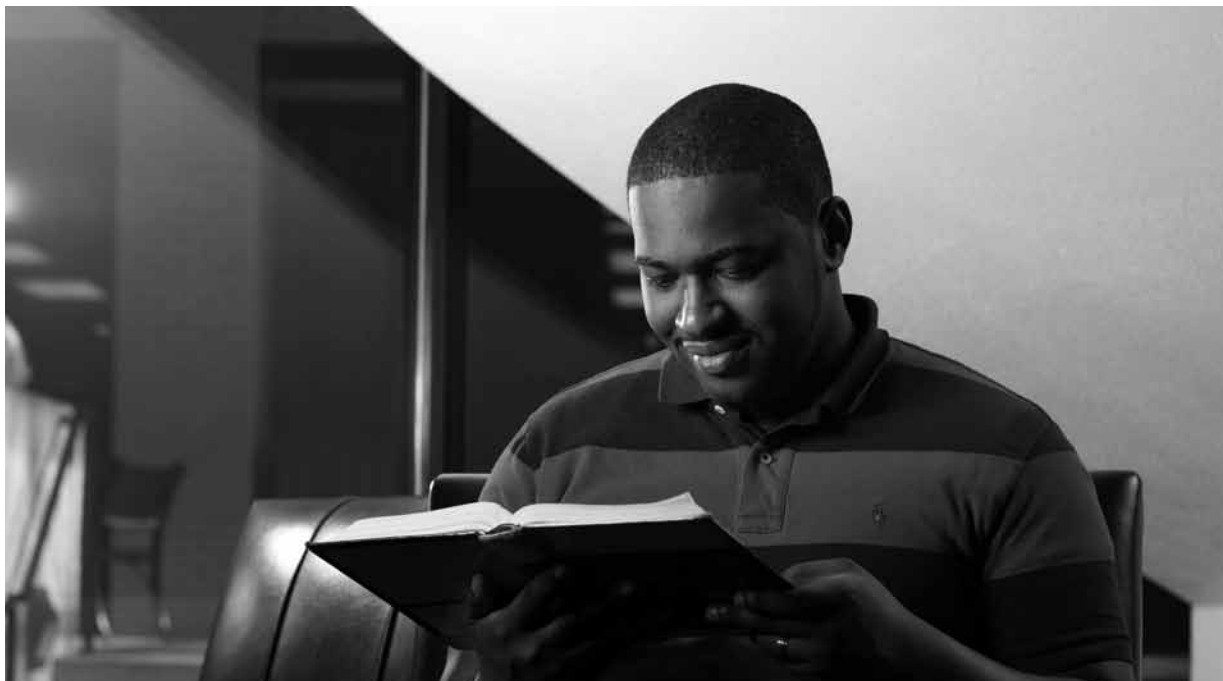
## PURPOSE

In support of Bob Jones University's commitment to grow Christlike character, the Division of Graduate Studies exists to provide master of arts degrees and a doctor of philosophy degree for those who desire preparation for full-time Christian ministry. Graduates of these programs have gained competent understanding and skills in the content, theology, interpretation, and application of Scripture.

## GOALS

The student will ...

- Mature in scholarship within a variety of disciplines related to biblical studies.
- Mature in communicating biblical truth, especially via academic writing and expository preaching.
- Mature in critical thinking and assessment of theological concepts and movements.



## Master of Arts Degree, **BIBLICAL COUNSELING**

### DEGREE COURSES

#### *Required core courses:*

SCM 630	Counseling Children & Adolescents (3)
SCM 631	Theories of Counseling (3)
SCM 632	Counseling (3)
SCM 635	Crisis Counseling (3)
SCM 637	Marriage & Family Counseling (3)
SCM 695	Biblical Counseling Capstone (3)
SOT 635	Biblical Hermeneutics (3)
STh 601	Systematic Theology (3)
STh 602	Systematic Theology (3)
STh 703	Biblical Sanctification (3)

#### *3 credits from the following:*

SCM 640	Counseling Applications (3)
SCM 690	Counseling Issues Seminar (3)

#### *2 credits from the following:*

SNT 620	Survey of the New Testament (2)
SNT 681	New Testament Introduction (2)

#### *2 credits from the following:*

SOT 620	Survey of the Old Testament (2)
SOT 681	Old Testament Introduction (2)

Total (minimum): 37

In support of the University's commitment to building Christlike character, the Masters of Arts degree program in Biblical Counseling is designed to prepare students for a wide range of counseling opportunities, particularly those within a Christian setting.

Courses for this degree are available both in residence during the academic year and/or online via distance learning.

### Program Learning Outcomes

The student will ...

- Defend the philosophy and practice of biblical counseling as grounded in the doctrines of progressive sanctification and sufficiency.
- Critique modern attempts to integrate psychological counseling into Christian ministry from a biblical counseling perspective.
- Apply a biblical counseling paradigm to personal problems.





## Master of Arts Degree, **BIBLICAL STUDIES**

### DEGREE COURSES

#### *Required core courses:*

SCH 602	Church History (3)
SCM 632	Counseling (3)
SCM 637	Marriage & Family Counseling (3)
SHM 634	Expository Sermon Preparation (2)
SNT 635	Biblical Hermeneutics (3)
SNT 650	New Testament Theology (3)
SNT 681	New Testament Introduction (2)
SOT 640	Old Testament Theology (3)
SOT 681	Old Testament Introduction (2)
STh 601	Systematic Theology (3)
STh 602	Systematic Theology (3)
STh 703	Biblical Sanctification (3)
STh 776	Theology & Practice of Prayer (3)

Total (minimum): 36

In support of the Division of Graduate Studies' commitment to develop in students a critical awareness of the content, theology and interpretation of Scripture, the Master of Arts degree in Biblical Studies exists to provide a flexible learning environment for those who are unable to attend traditional in-residence Seminary classes but who wish to further their professional abilities as pastors, youth pastors, counselors, missionaries, teachers in Christian schools and lay leaders in local churches. The degree may be earned entirely online through the Seminary by taking one or two courses per semester. It includes the core Seminary Master of Arts courses coupled with select additional courses, and it covers ministry philosophy and practice, biblical backgrounds, Church History, as well as Biblical and Systematic Theology. This program requires 36 credits.

Courses for this degree are available both in residence during the academic year and/or online via distance learning.

### Program Learning Outcomes

The student will ...

- Create a theological outline of his beliefs.
- Critique critical theories concerning Old and New Testament introduction.
- Apply principles of biblical interpretation to biblical exposition.





## Master of Arts Degree, **MINISTRY STUDIES**

### DEGREE COURSES

#### *Required core courses:*

SNT 681	New Testament Introduction (2)
SOT 635	Biblical Hermeneutics (3)
SOT 681	Old Testament Introduction (2)
STh 601	Systematic Theology (3)
STh 602	Systematic Theology (3)
STh 703	Biblical Sanctification (3)

#### *2 credits from the following:*

SCM 621	Church Discipleship Ministries (2)
SCM 651	Christian Discipleship (2)

#### *15 credits from the following:*

Com 520	Intercultural Communication (3)
SCM 601	Church Leadership & Administration (3)
SCM 607	Pastoral Theology (2)
SCM 621	Church Discipleship Ministries (2)
SCM 627	Christian Family (3)
SCM 632	Counseling (3)
SCM 637	Marriage & Family Counseling (3)
SCM 671	History of Christian Missions (3)
SCM 673	Cross-Cultural Internship (3)
SCM 675	Theology of Missions (3)
SCM 677	Urban Church Planting (3)
SCM 777	Biblical Strategy of Missions (2)
SHM 634	Expository Sermon Preparation (2)
SSS 504	Cultural Anthropology (3)
STh 763	History & Theology of Religions (2)

#### *2 credits from the following:*

SCM 652	Preaching: History & Philosophy (2)
SHM 635	Bible Teaching Methods for Women (2)

**Total (minimum): 35**

In support of the Division of Graduate Studies commitment to equip students with competent understanding and skills in the content, theology, interpretation and application of Scripture, the Master of Arts degree in Ministry Studies provides preparation for a full-time vocational Christian ministry with electives in Cross-Cultural or Pastoral ministries. The graduate can make a significant contribution to a church or parachurch organization in service to Christ in an American or foreign missions context. This program requires 35 credits.

The Pastoral Studies electives are designed for those who wish to enter the ministry as a youth pastor or an assistant pastor. It is also an excellent preparatory program for those wishing to pursue the Master of Divinity degree. This electives may be earned through modular courses available on Mondays only, over six consecutive semesters.

The Cross-Cultural Studies electives focus on the theory and practice of foreign missions ministry.

### Program Learning Outcomes

The student will ...

- Apply biblical principles to the practical issues of local church ministry or cross-cultural ministry.
- Create a theological outline of his beliefs.
- Critique critical theories concerning biblical introduction.

## Master of Arts Degree, **THEOLOGICAL STUDIES**

### DEGREE COURSES

#### *Required core courses:*

SNT 681	New Testament Introduction (2)
SOT 635	Biblical Hermeneutics (3)
SOT 681	Old Testament Introduction (2)
STh 601	Systematic Theology (3)
STh 602	Systematic Theology (3)
STh 703	Biblical Sanctification (3)

#### *2 credits from the following:*

SCM 621	Church Discipleship Ministries (2)
SCM 651	Christian Discipleship (2)

#### *2 credits from the following:*

SCM 652	Preaching: History & Philosophy (2)
SHM 635	Bible Teaching Methods for Women (2)

#### *15 credits from the following:*

Li 510	Language Learning (2)
Li 511	Phonetics & Phonology (3)
Li 512	Morphology & Syntax (2)
Li 513	Field Methods & Literacy (2)
Li 520	Bible Translation (3)
Li 521	Translation Technology (1)
SCH 601	Church History (3)
SCH 602	Church History (3)
SCH 603	History of Christian Missions (3)
SCH 689	European Studies: Early Modern Era (3)
SCH 697	Holy Land Studies (3)
SCH 698	Journeys of Paul (3)
SNT 622	Methods of Greek Exegesis (3)
SNT 703	Exegesis: Paul's Epistles (3)
SNT 709	Septuagint (3)
SNT 711	Exegesis: John's Writings (3)
SOT 601	Elementary Hebrew I (3)
SOT 602	Elementary Hebrew II (3)
SSS 504	Cultural Anthropology (3)
STh 613	Christian Apologetics (2)
STh 640	Old Testament Theology (3)
STh 650	New Testament Theology (3)
STh 675	Theology of Missions (3)
STh 755	The Holy Spirit (2)
STh 758	The Church (2)
STh 760	Eschatology (2)
STh 763	History & Theology of Religions (2)
STh 776	Theology & Practice of Prayer (3)

Total (minimum): 35

In support of the Division of Graduate Studies commitment to equip students with competent understanding and skills in the content, theology and interpretation of Scripture, the Master of Arts degree in Theological Studies is designed for those who plan to teach or preach the Word of God, as a foundational step for those who wish to pursue the Master of Divinity degree or the Doctor of Philosophy degree, and for those who seek a solid biblical foundation in preparation for serving as non-pastoral Bible teachers, counselors, missionaries, teachers in Christian schools and lay leaders in local churches. The degree is designed to equip students to handle the text of Scripture accurately.

The Master of Arts degree in Theological Studies offers electives in biblical languages, Bible translation, church history, and theology.

- Biblical languages electives offer preparation for teaching and preaching ministries, or for further academic pursuits, that warrant special focus on handling both of the original languages of Scripture.
- Bible translation electives offer preparation for a ministry of translating the text of Scripture for people groups around the world. It includes the study of linguistics, the languages of the Bible, and the process and tools of Bible translation. Students begin the program in May of even-numbered calendar years or in September of odd-numbered years.
- Church history electives offer preparation for teaching and preaching ministries, or for further academic pursuits, that warrant special focus on church history.
- Theology electives offers preparation for teaching and preaching ministries, or for further academic pursuits, that warrant special focus on handling the major thematic theological dimensions of Scripture.

### Program Learning Outcomes

The student will ...

- Learn and utilize biblical hermeneutical principles in scripture study.
  - Create a theological outline of the Scripture's major teachings.
  - Critique critical theories concerning biblical introduction.
- Students with a minor in Greek from Bob Jones University must take SNT 622 Methods of Greek Exegesis but may substitute three credits of religion electives for the remaining three-credit Greek Exegesis requirement.

## Doctor of Philosophy Degree, **THEOLOGICAL STUDIES**

### Required core courses:

SCH 601	Church History (3)
SNT 622	Methods of Greek Exegesis (3)
SNT 635	Biblical Hermeneutics (3)
SNT 650	New Testament Theology (3)
SNT 681	New Testament Introduction (2)
SOT 601	Elementary Hebrew I (3)
SOT 602	Elementary Hebrew II (3)
SOT 640	Old Testament Theology (3)
SOT 681	Old Testament Introduction (2)
SOT 803	Hebrew Exegesis I (3)
SOT 804	Hebrew Exegesis II (3)
STh 601	Systematic Theology (3)
STh 602	Systematic Theology (3)
STh 703	Biblical Sanctification (3)
STh 871	Historical Theology (3)
STh 872	Historical Theology (3)
STh 931	History & Problems of Interpretation (3)
STh 941	History/Nature of Biblical Theology (3)
STh 991	Teaching Internship (3)
STh 992	Theological Research Methods (3)
Th/OT/NT Electives (800/900-level) (6)	
Dissertation Research (6)	

### 3 credits from the following:

SNT 703	Exegesis: Paul's Epistles (3)
SNT 709	Septuagint (3)
SNT 711	Exegesis: John's Writings (3)

### 6 credits from the following:

SCH 602	Church History (3)
SNT 703	Exegesis: Paul's Epistles (3)
SNT 709	Septuagint (3)
SNT 711	Exegesis: John's Writings (3)
STh 755	The Holy Spirit (2)
STh 758	The Church (2)
STh 760	Eschatology (2)

### 17 credits from the following:

SNT 801	New Testament Word Study (3)
SNT 850	Advanced New Testament Theology (3)
SNT 881	New Testament Textual Criticism (3)
SNT 887	Biblical Historical Backgrounds (3)
SNT 905	Advanced Greek Grammar (3)
SNT 932	Problems of NT Interpretation (3)
SOT 887	Biblical Historical Backgrounds (3)
SOT 901	Advanced Hebrew Exegesis I (3)
SOT 902	Advanced Hebrew Exegesis II (3)
SOT 905	Biblical Aramaic (3)
SOT 932	Problems of Old Testament Interpretation (3)
SOT 942	Advanced Old Testament Theology (3)
STh 850	Advanced New Testament Theology (3)
STh 851	Christology (3)
STh 855	Soteriology (3)
STh 865	Contemporary Theology (2)
STh 885	Readings in Theology (3)
STh 942	Advanced Old Testament Theology (3)

Total (minimum): 96



In support of the Division of Graduate Studies commitment to develop in students a critical awareness of the content, theology, and interpretation of Scripture, the Doctor of Philosophy degree in Theological Studies provides advanced preparation for those who desire to teach on the college or graduate level or who plan to engage in an extensive ministry of research and writing. The attainment of this degree through the Seminary requires both outstanding academic performance and the highest level of personal leadership and character development.

The degree requires 96 graduate credits beyond the bachelor's degree, including 53 credits beyond the master's degree in the doctoral program, three language proficiency examinations, oral and written comprehensive examinations and a dissertation in the candidate's field of study, written under the supervision of a faculty committee.

The degree consists of 43 credits of prerequisite courses (600- and 700-levels), 24 credits of core courses, 6 credits of electives (800- and 900-levels), 17 credits of electives in Biblical and Systematic Theology, Old Testament Interpretation or New Testament Interpretation and 6 credits for dissertation. Those choosing an emphasis in Old Testament or New Testament Interpretation should anticipate advanced studies in classical Hebrew or Koine Greek as a major component of their doctoral curriculum.

### Program Learning Outcomes

The student will ...

- Translate the Hebrew Old Testament and the Greek New Testament.
- Create expository sermons.
- Develop and teach Bible/theology lessons on the college level.
- Compose original, scholarly Bible/theology writings based on extensive research.

# COURSES

## DIVISION OF PROFESSIONAL MINISTRY STUDIES

### PROFESSIONAL MINISTRY

#### **SPM 600** Management Principles & Practices

Designed to provide practical, time-tested principles of effective management as they apply to the local church and the Christian school. Topics to be covered include guidelines in leadership, effective communication, planning, organizing, implementing and controlling. *Three credits.*

#### **SPM 605** Leadership Development in the Local Church

Study of Christian leadership qualities, leadership styles, motivational strategies in biblical leadership. Guidelines for the development of staff and lay leadership in the local church. *Three credits.*

#### **SPM 606** Pastoral Ethics

A thorough discussion of the ethics of church financial management for full-time vocational pastors. Ethical approaches to premarital, marital, and divorce and remarriage counseling will also be discussed. This course will also include a careful consideration of the ethics of inter-gender relations for both the pastor and church members within the context of normal church life. The ethical and legal concerns surrounding church discipline, leadership

conflicts and church divisions will also be presented with an emphasis on methods of conflict resolution. *Three credits.*

#### **SPM 618** Law & Implications to the Local Church Ministry

Thousands of court cases are currently pending against local churches, ministers and Christian organizations. This course will seek to answer such questions as, "Is biblical Christianity becoming illegal?" "What are biblical parameters for the local church in its relationship to the government?" "What types of legal recourse are available for a local church?" *Three credits.*

#### **SPM 632** Interpretation & Application in Preaching

Principles of accurate interpretation and application of various types of literature in the Old and New Testaments. *Three credits.*

**SPM 641** Expository Preaching from Matthew  
Practical guidelines and hermeneutical principles involved in effective expository preaching from the Gospel of Matthew. *Three credit*

#### **SPM 659** Preaching Practicum

An intensive study of sermons preached in the past. Candidate's sermon outlines evaluated and critiqued. Candidates submit one recorded sermon to be evaluated. *Distance Learning, three credits.*

### **SPM 661** Evangelism & Outreach Ministries of the Local Church

Study and evaluation of the philosophy, methodology, and results of various types of evangelistic and Christian service ministries of the local church. *Three credits.*

### **SPM 665** Missions Philosophy & Practice: Global & Local

A study of the philosophy and theology that informs the practice of 21st century Christian missions, both internationally and domestically, in the church's effort to evangelize culturally diverse people groups. *Three credits.*

### **SPM 685** Biblical Geography & Archaeology

A study of the geographical features and important archaeological discoveries of the Holy Land, enhancing the understanding of both the Old and New Testaments. *Identical to SOT 685 and SNT 685. Three credits.*

### **SPM 697** Holy Land Studies

An in-depth study tour of Bible lands, visiting the sites of the major events of the Old and New Testaments. Course requirements include assigned reading and papers. *Identical to SOT 697, SNT 697 and SCH 697. Three credits.*

### **SPM 698** Journeys of Paul

A study tour focusing on many sites of the missionary travels of the apostle Paul, including Asia Minor, Greece and Rome. Course requirements include assigned readings and papers. *Identical to SOT 698, SNT 698 and SCH 698. Three credits.*

### **SPM 699** European Studies: Early Modern Era

Combination of travel and lectures in Europe. Visits and discussions related to men, movements and sites of Protestant, Anglican and Roman Catholic history. *Three credits.*

### **SPM 700** The Pastor's Personal Life & Development

Study of biblical and practical principles of spiritual development as they apply to the minister and to the problems and pressures he faces in the ministry. *Three credits.*

### **SPM 708** Philosophy & Ministry of Church Music

The place and purpose of music in the ministry of the local church. Establishing a biblical philosophy of church music. The pastor's place and responsibilities in the music ministry of the local church. *Three credits.*

### **SPM 711** Discipleship Training

A study of the philosophy, principles, and proven methods of discipling converts and developing strong lay Christians in the local church. *Three credits.*

### **SPM 741** Premarital, Marital & Family Counseling

An intensive study of the dynamics and techniques in the biblical approach to marital and family counseling. Includes discussion of the essential ingredients of a successful marriage; preparing young people for marriage; keys to recognizing potential high-risk marriages; dealing with marital problems and family tensions; parent-child relationships; divorce and remarriage. *Three credits.*

**SPM 771** Current Biblical & Theological Issues  
Examination and biblical evaluation of theological issues, trends, movements and people affecting modern Christianity. *Three credits.*

**SPM 773** Current Cultic & Humanistic Philosophies  
Study of the philosophy, methods, and challenge of current cultic and humanistic movements. Includes examination of secular humanism, the New Age movement, Reconstructionism, New Evangelicalism and Modernism. *Three credits.*

**SPM 775** Theology & Practice of Prayer  
Investigation and systematization of the teaching of Scripture from biblical models, commands and instructions concerning prayer. Readings from the major devotional and expositional classics on the subject. *Three credits.*

**SPM 833** Expository Preaching  
from Biblical Historical Narrative  
Vital hermeneutical principles for the interpretation and proclamation of the narrative sections of both the Old and New Testaments. One of the canons of Scripture, Old or New Testament, will be emphasized each week. Written sermonic examples will be provided and discussed. *Three credits.*

**SPM 836** Expository Preaching  
from Old Testament Poetry  
Practical guidelines and hermeneutical principles involved in the effective expository preaching of the poetical literature of the Old Testament. Emphases will include Psalms, Proverbs, Ecclesiastes and Song of Solomon. *Three credits.*

**SPM 838** Expository Preaching from Prophecy  
Interpretation and application guidelines for the effective expository preaching of the prophetic portions of the Word of God. One week of the course will emphasize Old Testament prophecy and the other New Testament prophecy. *Three credits.*

**SPM 841** Expository Preaching from the Epistles  
Learning and applying hermeneutical and applicational principles to the New Testament Epistles for the pulpit ministry. This course will address all the epistles giving attention to the authors' shared and distinct qualities within the genre. *Three credits.*

**SPM 843** Expository Preaching from the Gospels  
Because the Synoptic Gospels and John each address the story of the Messiah's first advent, this unique genre of biblical literature will be explored hermeneutically and homeliterally toward developing pulpit messages that accurately convey the content of each of the Gospel accounts. *Three credits.*

**SPM 845** Application of Expository Preaching in Ministry Context  
This programmatic capstone course requires the development of extensive preaching plans and individual sermons for live

delivery in an actual church context. These sermons will be digitally recorded and evaluated by a faculty committee. Attention will be given in the development of this sermon series to reflect the intent of the Holy Spirit in each Scripture passage while making application to a 21st century audience. *Three credits.*

**SPM 851** Pastor as Crisis Counselor I  
Biblical strategies for handling crisis issues, such as suicide, abuse, sexual perversion and addictive behaviors. *Three credits.*

**SPM 852** Pastor as Crisis Counselor II  
Biblical strategies for handling crisis issues such as marriage problems, divorce, terminal disease and bereavement. *Three credits. Prerequisite: SPM 851.*

**SPM 891** Research & Writing Seminar  
A comprehensive introduction to the writing process, correct writing style, research methodologies, and formatting of graduate papers and dissertations. An intensive, one-week modular course taken the first summer after approval for Professional Ministry doctoral studies. *Two credits.*

**SPM 897** Dissertation Research  
Guidance in the selection and implementation of a dissertation project. The dissertation project combines research based on class work and assignments with the practical application of principles, guidelines and methods to some aspect of the local church ministry. *Required each semester and/or summer upon the fulfillment of all coursework until dissertation is completed. A maximum of three credits may count toward the degree requirements. Both semesters, one credit.*

**SPM 898** Dissertation Research  
Guidance in the selection and implementation of a dissertation project. The dissertation project combines research based on class work and assignments with the practical application of principles, guidelines and methods to some aspect of the local church ministry. *Required each semester and/or summer upon the fulfillment of all coursework until dissertation is completed. A maximum of three credits may count toward the degree requirements. Both semesters, two credits.*

**SPM 899** Dissertation Research  
Guidance in the selection and implementation of a dissertation project. The dissertation project combines research based on class work and assignments with the practical application of principles, guidelines and methods to some aspect of the local church ministry. *Required each semester and/or summer upon the fulfillment of all coursework until dissertation is completed. A maximum of three credits may count toward the degree requirements. Both semesters, three credits.*



## DIVISION OF GRADUATE STUDIES

### BIBLICAL & SYSTEMATIC THEOLOGY

#### **STh 601** Systematic Theology

A study of the nature, necessity, methods and materials of theology; and the application of the principles of systematic theology to the scriptural revelation about God, man and sin, following a biblical dispensational hermeneutic. Preparation of an ordination doctrinal statement for ministry students; theological reading summaries for others. Students from a Baptist heritage will be expected to clearly articulate Baptist theological distinctives and church polity. Each student's doctrinal statement/theological summaries will be prepared so as to reflect a biblical dispensational hermeneutic. *First semester, Distance Learning, three credits.*

#### **STh 602** Systematic Theology

The application of the principles of systematic theology to the doctrines of Christ, salvation, the Church and the end times, following a biblical dispensational hermeneutic. Preparation of an ordination doctrinal statement for ministry students; theological summaries for others. Students from a Baptist heritage will be expected to clearly articulate Baptist theological distinctives and church polity. Each student's doctrinal/theological summaries will be prepared so as to reflect a biblical dispensational hermeneutic. *Second semester, Distance Learning, three credits.*

#### **STh 613** Christian Apologetics

The development of a biblical philosophy concerning the rational and evidential defense of the Christian Faith. Proofs relating to the existence of God, the historicity of Jesus Christ, and the truthfulness of biblical miracles will be presented. Includes discussion of manuscript, archaeological and scientific evidence supporting the Bible. Offers a critical examination and refutation of worldviews based on evolution, relativism and anti-biblical theism. *Two credits.*

#### **STh 640** Old Testament Theology

Principles and methods of biblical theology as applied to the Old Testament. *Identical to SOT 640. Second semester, Distance Learning, three credits.*

#### **STh 650** New Testament Theology

Application of the principles and methods of biblical theology to the study of the New Testament, with particular focus on the Kingdom of God. *Identical to SNT 650. First semester, Distance Learning, three credits.*

#### **STh 675** Theology of Missions

An examination and systemization of the teaching of Scripture on the subject of world evangelism. Includes a comparison and

contrast of the biblical model with contextualized theologies, such as Minjung theology, Black theology, Hispanic theology and African theology. *Identical to SCM 675. Three credits.*

#### **STh 703** Biblical Sanctification

A study of the theology of biblical holiness, with a special emphasis on individual progressive sanctification; and the biblical theology of ecclesiastical unity and separatism, especially as it relates to the history of Fundamentalism and Evangelicalism from the early twentieth century to the present. *Both semesters, three credits.*

#### **STh 755** The Holy Spirit

A study of the biblical doctrine of the person and work of the Holy Spirit. Includes a survey of the history of the doctrine, examination of the Old Testament evidence, exegesis of key New Testament passages, a refutation of the charismatic movement, and readings in the relevant theological literature. *Identical to SNT 755. First semester, Distance Learning, two credits.*

#### **STh 758** The Church

A study of the biblical doctrine of the church. Includes a survey of the biblical terminology and imagery, examination of the origin of the church and its relationship to other aspects of God's program, exegesis of key New Testament passages, study of the purposes of the church, and readings in the theological literature. *Identical to SNT 758. Second semester, two credits.*

#### **STh 760** Eschatology

A study of the biblical doctrine of the end times. Includes an examination of the principles of interpretation of prophecy, exegesis of key passages of Scripture, evaluation of the various positions on the Millennium and the Rapture, and readings in the theological literature. *Identical to SNT 760. Second semester, two credits.*

#### **STh 763** History & Theology of Religions

A study of the origin and historical development of religion, and a comparative survey of major religions, including Judaism, Islam, Eastern religions, Roman Catholicism, Protestantism and major cults. *First semester, even-numbered calendar years, two credits.*

#### **STh 776** Theology & Practice of Prayer

Investigation and systematization of the teaching of Scripture from biblical models, commands and instructions concerning prayer. Readings from the major devotional and expositional classics on the subject. *Identical to SOT 776 and SNT 776. Distance Learning, three credits.*

**STh 850** Advanced New Testament Theology  
Study of the history of New Testament biblical theology and application of the methods of biblical theology to words, books and subjects not covered in the other theology courses. *Identical to SNT 850. Three credits. Prerequisite: STh 650.*

**STh 851** Christology  
A systematic study of the biblical doctrine of the person of Christ, including exegesis of the key Christological passages of the New Testament, refutation of modern theological errors, and a thorough survey of the classic scholarly literature. *Three credits.*

**STh 855** Soteriology  
A systematic study of the biblical doctrine of salvation, including exegesis of the key New Testament passages on the salvific work of Christ and its application to the believer. Examination of the various schools of thought concerning the doctrine, and a thorough survey of the salient theological literature. *Three credits.*

**STh 865** Contemporary Theology  
An examination of the most important contemporary theologians and the relationship of their theology to biblical teaching. *First semester, odd-numbered calendar years, two credits.*

**STh 871** Historical Theology  
An historical study of the development in the understanding and expression of Christian doctrines in ancient and medieval times. Special attention is given to leaders of theological thought, philosophical backgrounds in the history of dogma, and the creeds of Christendom. *Identical to SCH 871. First semester, three credits.*

**STh 872** Historical Theology  
An historical study of the development in the understanding and expression of Christian doctrines from the Reformation to modern times. Special attention is given to leaders of theological thought, philosophical backgrounds of the history of dogma, and the creeds of Christendom. *Identical to SCH 872. Second semester, Distance Learning, three credits.*

**STh 879** Seminar in Theological Classics  
Studies in the theological works of great Christian writers. *Three credits.*

**STh 885** Readings in Theology  
Readings in the areas of individual theological interest (e.g. Thomas Aquinas, Luther and Lutheranism, Calvin and Calvinism) or of special doctrinal problems. *Three credits.*

**STh 931** History & Problems of Interpretation  
A study of the history, principles and problems of interpretation as they apply to the Old and New Testaments.

*Identical to SOT 931 and SNT 931. First semester, even-numbered calendar years, three credits.*

**STh 941** History & Nature of Biblical Theology  
A study of the history and nature of Old and New Testament biblical theology. Application of the principles of biblical theology to selected Old and New Testament books. *Identical to SOT 941. First semester, odd-numbered calendar years, three credits. Prerequisite: STh 640.*

**STh 942** Advanced Old Testament Theology  
Reinforcement and development in the application of the principles of biblical theology to selected Old Testament books, passages, words and subjects. *Identical to SOT 942. Second semester, even-numbered calendar years, three credits. Prerequisite: STh 941.*

**STh 991** Teaching Internship  
In the final year of his doctoral coursework, each doctoral candidate will be assigned a faculty professor-mentor for one semester. During this semester the candidate will be assigned test construction, lecture preparation and presentation, student consultation, project grading, and course management duties by his professor. The professor will also evaluate the preparation and presentation of a multi-hour teaching unit by the candidate in a course of the professor's choosing. Subject matter and pedagogical reading will be assigned according to the need of the student, at the professor's discretion. *Identical to SOT 891 and SNT 891. Both semesters, three credits.*

**STh 992** Theological Research Methods  
Instruction in both electronic and hard copy resources for theological research, methods for the collection, analysis, and organization of research data; and an introduction to graduate paper and dissertation writing. Research and an initial dissertation proposal will be written for the course. *Identical to SNT 992 and SOT 992. Three credits.*

**STh 993** Dissertation Research  
Guidance in the selection of a dissertation topic and in the research and writing of the dissertation. *Required each semester and/or summer upon the fulfillment of all coursework until dissertation is completed. A maximum of six credits may count toward degree requirements. Both semesters, two credits.*

**STh 994** Dissertation Research  
Guidance in the selection of a dissertation topic and in the research and writing of the dissertation. *Required each semester and/or summer upon the fulfillment of all coursework until dissertation is completed. A maximum of six credits may count toward degree requirements. Both semesters, four credits.*



**STh 995** Dissertation Research

Guidance in the selection of a dissertation topic and in the research and writing of the dissertation. *Required each semester and/or summer upon the fulfillment of all coursework until dissertation is completed. A maximum of six credits may count toward degree requirements. Six credits.*

**CHURCH HISTORY****SCH 601** Church History

History of the professing Christian Church from the apostolic age through medieval times. *First semester, Distance Learning, three credits.*

**SCH 602** Church History

History of the professing Christian Church from the Reformation to the present. *Second semester, Distance Learning, three credits.*

**SCH 603** History of Christian Missions

A study of the history of the spread of the Gospel from the founding of the church. Particular emphasis will be given to key missionary-leaders and organizations of the modern missionary era (1750 to the present). Various philosophies of missionary practice will be examined from a historical perspective. *Identical to SCM 671. Second semester, odd-numbered calendar years, three credits.*

**SCH 650** American Church History

History of the Christian Church in America from its European origins to the present: colonial beginnings, Puritanism, revivalism, the church and the Revolution, religious liberty, the church and slavery, sectionalism, denominationalism, and recent tendencies. *First semester, three credits.*

**SCH 689** European Studies: Early Modern Era

Combination of travel and lectures in Europe and Asia Minor. Visits and discussions related to men, movements, and sites of Protestant, Eastern Orthodox and Roman Catholic history. *Three credits.*

**SCH 697** Holy Land Studies

An in-depth study tour of Bible lands, visiting the sites of the major events of the Old and New Testaments. Course requirements include assigned reading and papers. *Identical to SOT 697, SNT 697 and SPM 697. Three credits.*

**SCH 698** Journeys of Paul

A study tour focusing on many sites of the missionary travels of the Apostle Paul, including Asia Minor, Greece and Rome. Course requirements include assigned readings and papers. *Identical to SOT 698, SNT 698 and SPM 698. Three credits.*

**SCH 752** Baptist History

The origins, church polity, significant contributions, distinctive doctrines and significant leaders of the Baptists. *Three credits.*

**SCH 871** Historical Theology

An historical study of the development in the understanding and expression of Christian doctrines in ancient and medieval times. Special attention is given to leaders of theological thought, philosophical backgrounds in the history of dogma, and the creeds of Christendom. *Identical to STh 871. First semester, Distance Learning, three credits.*

**SCH 872** Historical Theology

An historical study of the development in the understanding and expression of Christian doctrines from the Reformation to modern times. Special attention is given to leaders of theological thought, philosophical backgrounds of the history of dogma, and the creeds of Christendom. *Identical to STh 872. Second semester, Distance Learning, three credits.*

**CHURCH MINISTRIES****SCM 601** Church Leadership & Administration

A study of the biblical foundation for the leadership and administration of the local church. Also includes comprehensive instruction in church finances, organizational structure, meetings, legal and ethical issues, and facilities development. *Second semester, three credits.*

**SCM 607** Pastoral Theology

A study of the biblical basis for pastoral ministry. Includes examination of the qualifications and responsibilities of the office of pastor, evaluation of the various forms of church leadership and organizational polity, discussion of biblical instructions for pastoral care and church discipline, readings in the available literature, and formation of a biblical philosophy of ministry. *First semester, Distance Learning, two credits.*

**SCM 620** Contemporary Youth Issues & Ministry

A study of the crucial issues facing teenagers today and how to build an effective church that disciples junior high and high school students. *First semester, two credits.*

**SCM 621** Church Discipleship Ministries

The purposes, organization and leadership of the church's outreach and edification ministries will be presented. Special emphasis is given to personal evangelism training for the local church and the philosophy and practice of youth and children's ministries. *First semester, two credits.*

### SCM 627 Christian Family

Spiritual activities in the home. Materials and methods, relationship of home to the church, family altar, and home visitation. *Three credits.*

### SCM 630 Counseling Children & Adolescents

This course deals with biblical counseling principles and procedures for helping elementary and secondary school-age children. Case study examples will encourage application of course content. *Second semester, Distance Learning, three credits. Prerequisite: SCM 632.*

### SCM 631 Theories of Counseling

An examination of the counseling theories of prominent Christian psychiatrists, psychologists and counselors, such as Jay Adams, Gary Collins, Larry Crabb, Frank Minirth, Charles Solomon and others. Students will be guided toward the development of a distinctly Christian counseling model. *Second semester, Distance Learning, three credits.*

### SCM 632 Counseling

A theological and practical introduction to the ministry of Christian counseling. Includes the establishment of a biblical foundation, the development of effective procedures, and the discussion of specific issues and problems in counseling. *Both semesters, Distance Learning, three credits.*

### SCM 633 Counseling Case Studies

Building on the foundation of SCM 632, the course focuses on solving common counseling problems from a biblical viewpoint. Topics covered will include depression, worry, anger, and fear, as well as sexual immorality, substance abuse and eating disorders. *First semester, Distance Learning, three credits. Prerequisite: SCM 632.*

### SCM 635 Crisis Counseling

Presents biblical strategies for handling the crisis of suicide; extensive coverage of childhood sexual abuse; offers help in understanding the nature of abuse and biblical help for overcoming the effects of abuse. Examines the recover/12-step movement from a biblical standpoint; looks at the crisis of life-dominating sins (addictions); presents a biblical view of sin; help for working with eating disorders, drugs and alcohol; covers the crisis of immorality; teaches a biblical view of sex; gives help for dealing with pornography, homosexuality, adultery, etc. *Second semester, Distance Learning, three credits.*

### SCM 637 Marriage & Family Counseling

Methods of marriage and family counseling within the church setting. Premarital counseling. *Both semesters, Distance Learning, three credits. Prerequisite: SCM 632.*

### SCM 640 Counseling Applications

Further practical application of the biblical counseling

principles covered in SCM 632. Emphasis on the student's gaining experience in how to collect data, determine problems, facilitate biblical change and assign homework based on case studies. *First semester, three credits. Prerequisite: SCM 632.*

### SCM 651 Christian Discipleship

The personal, biblical responsibilities of the true disciple of Christ in full-time vocational ministry; e.g., Scripture reading and meditation, prayer, obedience, forgiveness, example-setting, and walking in the Spirit will be discussed. The spiritual resources found in Christ for faithfulness and spiritual integrity will be presented. The obligation of and a methodology for making and nurturing new disciples will also be explained, following the biblical model. *First semester, two credits.*

### SCM 652 Ministry of Preaching: History & Philosophy

An examination of the major biblical passages concerning preaching, coupled with a consideration of the different eras of preaching, primary models in church history, and the formulation of a scriptural philosophy of the ministry of the Word. *Second semester, two credits.*

### SCM 671 History of Christian Missions

A study of the history of the spread of the Gospel from the founding of the church. Particular emphasis will be given to key missionary-leaders and organizations of the modern missionary era (1750 to the present). Various philosophies of missionary practice will be examined from a historical perspective. *Identical to SCH 603. Second semester, odd-numbered calendar years, three credits.*

### SCM 672 Cross-Cultural Internship

On-the-field team ministry under the supervision of a faculty leader. *Summer only, two credits.*

### SCM 673 Cross-Cultural Internship

On-the-field ministry under the supervision of a faculty leader or an approved cross-cultural mentor. *Summer only, three credits.*

### SCM 675 Theology of Missions

An examination and systemization of the teaching of Scripture on the subject of world evangelism. Includes a comparison and contrast of the biblical model with contextualized theologies such as Minjung theology, Black theology, Hispanic theology and African theology. *Identical to STh 675. Three credits.*

### SCM 677 Urban Church Planting

A study of the techniques and unique challenges of establishing a local church in an urban setting. Specific attention will be given to community analysis, demographics, ethnography, non-profit incorporation and legal preparation. *Three credits.*

**SCM 690** Counseling Issues Seminar

Examination and biblical critique of current issues, trends and movements within fundamentalist and evangelical circles that affect the biblical counselor. Class will involve extensive reading, which will be discussed in a small group setting. *Second semester, Distance Learning, three credits.*  
*Prerequisite: SCM 631 and SCM 632.*

**SCM 695** Biblical Counseling Internship

Provides practical biblical counseling experience for students who have completed at least 24 credits. The student will observe 10 hours of biblical counseling, be involved in 60 hours of practical biblical counseling experience, be involved in a minimum of 10 hours of an outreach ministry, and read and evaluate a book on biblical counseling case studies. A final comprehensive examination will assess the student's knowledge of biblical counseling. *Three credits.*

**SCM 701** Issues in Church Ministry

Examines key issues facing those serving in church ministry today, including the believer's use of alcoholic beverages, divorce and remarriage, the modern translation controversy, contemporary Christian music, and the church marketing movement. Includes assigned readings from key texts. *First semester, two credits.*

**SCM 707** Ministry Perspectives

Attendance at weekly combined ministry class and participation in ministry outreach activities. Enrollment in this course is for ministry students who have successfully completed SCM 607, 651, 652 and 701. *Both semesters, zero credits.*

**SCM 708** Ministry Outreach

Participation in ministry outreach activities. Enrollment in this course is for ministry students who have successfully completed SCM 607, 651, 652, and 701 and have irreconcilable scheduling conflicts with SCM 707. If a ministry student has completed these requirements, he must take SCM 708 each semester he is enrolled until the completion of his degree. *Both semesters, zero credits.*

**SCM 709** Pastoral Ministry Internship

A local church internship directed by both resident seminary professors and field-based adjunct pastor-professors. The student will experience and be evaluated in multi-week on-site clinical rotations covering all dimensions of pastoral ministry. These rotations will be supported by readings and written projects in the theory of pastoral practice. Each internship will be 20 weeks (part-time, during the first and second semesters) or 10 weeks (consecutive weeks, full-time in the summer) in a church approved by the dean of the seminary. *Both semesters, three credits.*

**SCM 777** Biblical Strategy of Missions

Study of a biblical philosophy of missions and basic biblical strategies. Examination of major worldviews. Evaluation of theories of the mission process, and current trends in Protestant missions. Also covers missionary problems, current literature and a geographical survey of missions needs. *Second semester, even-numbered calendar years, two credits.*

**HOMILETICS STUDIES****SHM 634** Expository Sermon Preparation

A step-by-step approach to the development of expository sermons, with careful attention to exegetical accuracy and effective homiletical formatting. Students will prepare sermons from a variety of biblical genres, including Old Testament and New Testament passages. *Both semesters, Distance Learning, two credits.*

**SHM 635** Bible Teaching Methods for Women

A practical approach for women in developing Bible lessons designed for presentation to women. Special emphasis on discerning the meaning of a passage of Scripture and communicating that message effectively. Students will gain experience working with a variety of biblical genres from both the Old and New Testaments. *Both semesters, two credits.*

**SHM 726** Homiletics

The preparation, delivery and evaluation of biblical messages based on the student's oral presentation of sermons prepared in previous seminary classes. *Both semesters, two credits.*

**NEW TESTAMENT INTERPRETATION****SNT 611** Exposition of the Synoptic Gospels

A survey and comparison of the three Gospels, with an investigation of the synoptic problem and an exposition of the characteristic teachings of each Gospel. Hermeneutical principles especially applicable to the Synoptics will be considered. Preparation of expository sermons from the Synoptics required. *Three credits.*

**SNT 612** Exposition of John's Gospel & Epistles

An analysis of the major theological themes of each book coupled with an exposition of selected portions of each. Special attention will be given to hermeneutical principles vital to a proper exposition of John's writings. Preparation of expository sermons from the Johannine literature required. *Three credits.*

**SNT 613** Exposition of Acts

An exposition of the book, including discussions of the origin of the church at Jerusalem, the character of early Judean Christianity, initial apostolic missionary activity, and Paul's life and journeys into the Hellenistic world. Extensive exposure to the most recent commentary literature. Instruction and weekly practice in the preparation of expository sermons from Acts. *Three credits.*

**SNT 614** Exposition of Romans

An exposition of the epistle in light of the circumstances and experience of the Apostle Paul and the congregation in Rome. Careful attention is given to the structure of the book and the development of its major theological arguments. Exposure to both the classic and most recent commentary literature on Romans. Preparation of expository sermons required. *First semester, even-numbered calendar years, three credits.*

**SNT 615** Exposition of the Corinthian Epistles

A thorough exposition of selected portions of the epistles. Reading from the best commentary literature on the books. Preparation of expository sermons required. *Three credits.*

**SNT 616** Exposition of Paul's Shorter Epistles

An exposition of selected portions from Paul's shorter epistles (the Thessalonian, Prison and Pastoral Epistles). Thorough exposure to the commentary literature. Direction and practice in the preparation of expository sermon series. *First semester, odd-numbered calendar years, three credits.*

**SNT 618** Exposition of the General Epistles

An exposition of the theological themes and selected portions from the general epistles. Thorough exposure to the commentary literature. Preparation of expository sermons from each book. *Three credits.*

**SNT 619** Exposition of Revelation

An exposition of the content of the Apocalypse. Reading in the best, standard commentaries. Preparation of expository sermons from each section of the book. *Three credits.*

**SNT 620** Survey of the New Testament

Basic background, content and synopsis of the New Testament. Identification of major critical attacks. Introduction to key methods of Bible study. *For students with little or no undergraduate background in Bible. Second semester, two credits. Excludes: SNT 681.*

**SNT 621** Foundations for Greek Exegesis

Extensive review of Greek fundamentals, with translation of a variety of New Testament passages. Introduction to exegetical thinking, with readings and exegesis projects. Semi-remedial in nature, especially suited for students who

feel moderately lacking in readiness for Methods of Greek exegesis. *Both semesters, three credits.*

**SNT 622** Methods of Greek Exegesis

Rapid review of Greek fundamentals, followed by translation of a variety of New Testament texts. Readings and exercises in standard methods of Greek exegesis, culminating in the writing of two exegesis papers. Students with marginal mastery of Greek fundamentals should consider first taking SNT 621 Foundations for Greek Exegesis. *Both semesters, three credits. Excludes: SNT 621.*

**SNT 635** Biblical Hermeneutics

A study of the principles and practices essential to biblical interpretation with an emphasis on the conservative, grammatical-historical-contextual method, presupposing the inerrancy of Scripture. Special attention will also be given to the interpretation of the various genres of Scripture including poetry, narrative, epistolary and apocalyptic literature. *Identical to SOT 635. Distance Learning, three credits.*

**SNT 650** New Testament Theology

Application of the principles and methods of biblical theology to the study of the New Testament, with particular focus on the Kingdom of God. *Identical to STh 650. First semester, Distance Learning, three credits.*

**SNT 681** New Testament Introduction

The canon and text of the New Testament: composition, authorship, date and content of each book. The course gives special attention to the current Greek text controversy. *Both semesters, Distance Learning, two credits. Excludes: SNT 620.*

**SNT 685** Biblical Geography & Archaeology

A study of the geographical features and important archaeological discoveries of the Holy Land, enhancing the understanding of both the Old and New Testaments. *Identical to SOT 685 and SPM 685. Three credits.*

**SNT 697** Holy Land Studies

An in-depth study tour of Bible lands, visiting the sites of the major events of the Old and New Testaments. Course requirements include assigned reading and papers. *Identical to SOT 697, SPM 697 and SCH 697. Three credits.*

**SNT 698** Journeys of Paul

A study tour focusing on many sites of the missionary travels of the Apostle Paul, including Asia Minor, Greece and Rome. Course requirements include assigned readings and papers. *Identical to SOT 698, SPM 698 and SCH 698. Three credits.*

**SNT 703** Exegesis of Paul's Epistles

Readings in the Greek text of Paul's epistles, emphasizing translation, syntax and exegesis with application to sermon

development. Includes writing in sermonic and exegesis-paper styles and dissertation style. *Three credits. Prerequisite: SNT 622.*

### **SNT 709** Septuagint

The history and translation of the Greek Old Testament. Study and translation of passages from almost every Old Testament book. Comparisons with the Hebrew text and New Testament quotations. *Identical to SOT 783. Three credits. Prerequisite: SOT 804.*

### **SNT 711** Exegesis of John's Writings

Readings in the Greek text of John's Gospel and epistles and Revelation, emphasizing translation, syntax and exegesis with application to sermon development. Includes writing in sermonic and exegesis-paper styles and dissertation style. *Three credits. Prerequisite: SNT 622.*

### **SNT 755** The Holy Spirit

A study of the biblical doctrine of the person and work of the Holy Spirit. Includes a survey of the history of the doctrine, examination of the Old Testament evidence, exegesis of key New Testament passages, a refutation of the charismatic movement, and readings in the relevant theological literature. *Identical to STh 755. First semester, Distance Learning, two credits.*

### **SNT 758** The Church

A study of the biblical doctrine of the church. Includes a survey of the biblical terminology and imagery, examination of the origin of the church and its relationship to other aspects of God's program, exegesis of key New Testament passages, study of the purposes of the church, and readings in the theological literature. *Identical to STh 758. Second semester, two credits.*

### **SNT 760** Eschatology

A study of the biblical doctrine of the end times. Includes an examination of the principles of interpretation of prophecy, exegesis of key passages of Scriptures, evaluation of the various positions on the Millennium and the Rapture, and readings in the theological literature. *Identical to STh 760. Second semester, two credits.*

### **SNT 776** Theology & Practice of Prayer

Investigation and systematization of the teaching of Scripture from biblical models, commands and instructions concerning prayer. Readings from the major devotional and expositional classics on the subject. *Identical to SOT 776 and STh 776. Three credits.*

### **SNT 801** New Testament Word Study

Studies in the history, etymology, synonymy, English cognates and theological development of the 5,594 words of the Greek New Testament. *Three credits.*

### **SNT 802** Exegesis of Luke's Writings

Readings in the Greek text of Luke and Acts, emphasizing translation, syntax and exegesis with application to sermon development. Includes writing in sermonic and exegesis-paper styles and dissertation style. *Three credits. Prerequisite: SNT 622.*

### **SNT 807** Exegesis of Hebrews & the General Epistles

Readings in the Greek text of Hebrews and the epistles of James, Peter and Jude, emphasizing translation, syntax and exegesis with application to sermon development. Includes writing in sermonic and exegesis-paper styles and dissertation style. *Three credits. Prerequisite: SNT 622.*

### **SNT 850** Advanced New Testament Theology

Study of the history of New Testament biblical theology and application of the methods of biblical theology to words, books and subjects not covered in the other theology courses. *Identical to STh 850. Three credits. Prerequisite: SNT 650.*

### **SNT 881** New Testament Textual Criticism

Studies in its history, theory and praxis with special attention to the principal manuscripts, and the testimony of the Church Fathers. *Three credits.*

### **SNT 887** Biblical Historical Backgrounds

A study of ancient Near Eastern history and the history of New Testament times, including an investigation of the cultures preceding and contemporary with Israel during the theocracy, the intertestamental period and the first century Mediterranean world. *Identical to SOT 887. Three credits.*

### **SNT 889** New Testament Seminar

Directed reading with weekly seminar discussions. *Three credits.*

### **SNT 891** Teaching Internship

In the final year of his doctoral coursework, each doctoral candidate will be assigned a faculty professor-mentor for one semester. During this semester the candidate will be assigned test construction, lecture preparation and presentation, student consultation, project grading, and course management duties by his professor. The professor will also evaluate the preparation and presentation of a multi-hour teaching unit by the candidate in a course of the professor's choosing. Subject matter and pedagogical reading will be assigned according to the need of the student, at the professor's discretion. *Identical to SOT 891 and STh 991. Both semesters, two credits.*

### **SNT 905** Advanced Greek Grammar

The syntax of New Testament Greek using Moulton, Robertson and other standard grammars of advanced level. Designed to enable the student to read at sight all grammatical constructions in the Greek New Testament. *Three credits.*



**SNT 931** History & Problems of Interpretation

A study of the history, principles and problems of interpretation as they apply to the Old and New Testaments. *Identical to SOT 931 and STh 931. First semester, even-numbered calendar years, three credits. Excludes: SOT 931 and STh 931.*

**SNT 932** Problems of New Testament Interpretation

Analysis and discussion of specific problem passages in the New Testament. *Second semester, odd-numbered calendar years, three credits. Prerequisite: SNT 931. Excludes: SOT 932.*

**SNT 992** Theological Research Methods

Instruction in both electronic and hard copy resources for theological research, methods for the collection, analysis and organization of research data, and an introduction to graduate paper and dissertation writing. Research and an initial dissertation proposal will be written for the course. *Identical to SOT 992 and STh 992. Three credits.*

**OLD TESTAMENT INTERPRETATION****SOT 601** Elementary Hebrew I

Introduction to the phonology, vocabulary, grammar and syntax of biblical Hebrew. Includes translation and analysis of selected passages in the Hebrew Bible. *First semester, three credits.*

**SOT 602** Elementary Hebrew II

Reinforces and develops the basic principles of Hebrew grammar and syntax. Includes translation and analysis of selected portions of the Hebrew Bible. Emphasizes study methodologies in the Hebrew text within the abilities of the first-year student. *Second semester, three credits. Prerequisite: SOT 601.*

**SOT 603** Methods of Hebrew Exegesis

Rapid review of Hebrew fundamentals, followed by translation and exegesis of texts from various genres of the Old Testament. Development of expository sermons based on standard methods of Hebrew exegesis. *Three credits. Prerequisite: SOT 602.*

**SOT 611** Exposition of the Pentateuch

An exposition of the first five books of the Old Testament. The spiritual significance of Israel's ceremonial worship practices and the theological relationship of these books to the rest of Scripture. *Three credits. Prerequisite: SOT 601.*

**SOT 613** Exposition of the Historical Books of the Old Testament

An exposition of special introductory, literary and hermeneutical issues in the books of Joshua through Esther. Verse-by-verse exposition of vital theological passages will be

done. Preparation of expository sermons from the books will be required. *Three credits. Prerequisite: SOT 601.*

**SOT 615** Exposition of the Psalms

The nature and characteristics of Hebrew poetry as demonstrated in the Psalms. An exposition of selected Psalms centering on worship and knowing God. Special emphasis on the homiletical value of the book. Preparation of expository sermon outlines required. *Three credits. Prerequisite: SOT 601.*

**SOT 616** Exposition of the Old Testament Wisdom Books

An expositional study of Job, Proverbs, Ecclesiastes problems of the books will be considered. Preparation of expository sermon outlines from selected passages required. *Three credits. Prerequisite: SOT 601.*

**SOT 617** Exposition of Isaiah

Expositional studies in Isaiah with an emphasis on the integrity of the structure of the book and the development of the book's theme throughout its content in refutation of critical claims. Includes discussion of how to structure a preaching series from Isaiah and allows the student an opportunity to develop messages from different-sized portions of the book. Covers vital hermeneutical and translational problems in the book. *Three credits. Prerequisite: SOT 601.*

**SOT 618** Exposition of Jeremiah, Ezekiel & Daniel

Exposition of the theology and selected passages from each book. Includes an investigation of the political and social background of the time. Emphasis on the preaching and application of the key messages from these major prophets. Preparation of expository sermons from selected passages required. *Three credits. Prerequisite: SOT 601.*

**SOT 619** Exposition of the Minor Prophets

The exposition of the content of the twelve minor prophets with special attention to the themes of the books and hermeneutically challenging passages. Preparation of expository sermons from selected passages required. *Three credits. Prerequisite: SOT 601.*

**SOT 620** Survey of the Old Testament

Orientation of the student to the content and theological message of each book of the Old Testament. The focus is on the macroscopic perspective and the relevance of the Old Testament to the present. Includes discussion of key issues in scholarly debate and liberal-critical attacks. Emphasizes personal Bible study methods. *For students with little or no undergraduate background in Bible. First semester, two credits. Excludes: SOT 681.*

**SOT 635** Biblical Hermeneutics

A study of the principles and practices essential to biblical interpretation with an emphasis on the conservative, grammatical-historical-contextual method, presupposing the inerrancy of Scripture. Special attention will also be given to the interpretation of the various genres of Scripture, including poetry, narrative, epistolary and apocalyptic literature. *Identical to SNT 635. Distance Learning, three credits.*

**SOT 640** Old Testament Theology

Principles and methods of biblical theology as applied to the Old Testament. *Identical to STh 640. Second semester, Distance Learning, three credits.*

**SOT 681** Old Testament Introduction

Canon and text of the Old Testament; composition, authorship, date and content of each book. Emphasis on refutation of critical views. *Both semesters, Distance Learning, two credits. Excludes: SOT 620.*

**SOT 685** Biblical Geography & Archaeology

A study of the geographical features and important archaeological discoveries of the Holy Land, enhancing the understanding of both the Old and New Testaments. *Identical to SNT 685 and SPM 685. Three credits.*

**SOT 697** Holy Land Studies

An in-depth study tour of Bible lands, visiting the sites of the major events of the Old and New Testaments. Course requirements include assigned readings and papers. *Identical to SNT 697, SPM 697 and SCH 697. Three credits.*

**SOT 698** Journeys of Paul

A study tour focusing on many sites of the missionary travels of the apostle Paul, including Asia Minor, Greece, and Rome. Course requirements include assigned readings and papers. *Identical to SNT 698, SPM 698 and SCH 698. Three credits.*

**SOT 776** Theology & Practice of Prayer

Investigation and systematization of the teaching of Scripture from biblical models, commands, and instructions concerning prayer. Readings from the major devotional and expositional classics on the subject. *Identical to SNT 776 and STh 776. Three credits.*

**SOT 783** Septuagint

The history and translation of the Greek Old Testament. Study and translation of passages from almost every Old Testament book. Comparisons with the Hebrew text and New Testament quotations. *Identical to SNT 709. Three credits. Prerequisite: SOT 804.*

**SOT 803** Hebrew Exegesis I

Exegesis in the Hebrew text of selected passages from the

prophets with emphasis on the practical application of Hebrew in sermon preparation. *First semester, three credits. Prerequisite: SOT 602.*

**SOT 804** Hebrew Exegesis II

Reinforcement and development in the principles of exegesis and application through the analysis of selected Hebrew passages in the prophets. *Second semester, three credits. Prerequisite: SOT 803.*

**SOT 805** Exegesis of Deuteronomy

Translation and exegetical analysis of selected passages from the fifth book of Moses. *First semester, odd-numbered calendar years, three credits. Prerequisite: SOT 804.*

**SOT 807** Exegesis of Isaiah

Translation and exegetical analysis of various parts of the book of Isaiah, with an emphasis on his major theological themes. *Three credits. Prerequisite: SOT 804.*

**SOT 885** Ancient Near East History

The historical background of the Old Testament and its relation to Israel. Old Testament chronology and historicity. *Three credits.*

**SOT 887** Biblical Historical Backgrounds

A study of ancient Near Eastern history and the history of Old Testament times, including an investigation of the cultures preceding and contemporary with Israel during the theocracy, the intertestamental period, and the first century Mediterranean world. *Identical to SNT 887. Three credits.*

**SOT 889** Old Testament Seminar

Directed reading with weekly seminar discussions. Bibliography and scholarship, past and present, evaluated on the basis of the absolute authority of Scripture. *Three credits.*

**SOT 891** Teaching Internship

In the final year of his doctoral coursework, each doctoral candidate will be assigned a faculty professor-mentor for one semester. During this semester the candidate will be assigned test construction, lecture preparation and presentation, student consultation, project grading, and course management duties by his professor. The professor will also evaluate the preparation and presentation of a multi-hour teaching unit by the candidate in a course of the professor's choosing. Subject matter and pedagogical reading will be assigned according to the need of the student, at the professor's discretion. *Identical to SNT 891 and STh 991. Both semesters, two credits.*

**SOT 901** Advanced Hebrew Exegesis I

Translation and syntactical analysis of selected portions of the Hebrew Old Testament. *First semester, even-numbered calendar years, three credits. Prerequisite: SOT 804.*

**SOT 902** Advanced Hebrew Exegesis II

Reinforcement and development in the grammatical and syntactical principles of exegesis through the analysis of selected passages in the Hebrew Old Testament. *Second semester, odd-numbered calendar years, three credits. Prerequisite: SOT 901.*

**SOT 905** Biblical Aramaic

Aramaic grammar with translation of the Aramaic portions of the Old Testament. *Second semester, odd-numbered calendar years, three credits. Requisite: SOT 602.*

**SOT 931** History & Problems of Interpretation

A study of the history, principles and problems of interpretation as they apply to the Old and New Testaments. *Identical to SNT 931 and STh 931. First semester, even-numbered calendar years, three credits. Excludes: SNT 931 and SNT 932.*

**SOT 932** Problems of  
Old Testament Interpretation

Analysis and discussion of specific problem passages in the Old Testament. *Second semester, odd-numbered calendar years, three credits. Prerequisite: SOT 931. Excludes: SNT 931.*

**SOT 941** History & Nature of Biblical Theology

A study of the history and nature of Old and New Testament biblical theology. Application of the principles of biblical theology to selected Old and New Testament books. *Identical to STh 941. First semester, odd-numbered calendar years, three credits. Prerequisite: SOT 640.*

**SOT 942** Advanced Old Testament Theology

Reinforcement and development in the application of the principles of biblical theology to selected Old Testament books, passages, words and subjects. *Identical to STh 942. Second semester, even-numbered calendar years, three credits. Prerequisite: SOT 941.*

**SOT 992** Theological Research Methods

Instruction in both electronic and hard copy resources for theological research, methods for the collection, analysis, and organization of research data, and an introduction to graduate paper and dissertation writing. Research and an initial dissertation proposal will be written for the course. *Identical to SNT 992 and STh 992. Three credits.*



# FACULTY



## DEAN

### *Stephen Jay Hankins (1977)*

BA, Bob Jones University  
MA, Bob Jones University  
PhD, Bob Jones University

### *Robert Daniel Bell (1968)*

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University; Additional graduate work,  
Winona Lake School of Theology

### *James Arland Berg (1979)*

BA, Bob Jones University; MA, Bob Jones University  
DD, Tabernacle Baptist Theological Seminary

### *Kenneth Glen Casillas (2001)*

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University

### *Brenton Hunter Cook (2006)*

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University; Additional graduate work  
at Southern Evangelical Seminary

### *Nathan Gerrit Crockett (2008)*

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University

### *Steven Francis Cruice Sr. (2006)*

BS, Pennsylvania State University-Main Campus;  
MDiv, Calvary Baptist Theological Seminary;  
DMin, Calvary Baptist Theological Seminary;  
Additional graduate work, Calvary Baptist Bible College

### *David Albert Fisher (Adjunct)*

BS, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University

### *Brian Richard Hand (2004)*

*Coordinator of Curriculum and Faculty Development*  
BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University

### *John Randolph Jaeggli (1991)*

BS, State University of New York College of Environmental  
Science and Forestry; MDiv, Bob Jones University;  
PhD, Bob Jones University; Additional graduate work,  
Baptist Bible College and Graduate School

### *Wade Loring Kuhlewind Sr. (2008)*

*Coordinator of Professional Ministry Programs*  
BA, Bob Jones University; MA, Bob Jones University;  
DPasTh, Bob Jones University

### *Randy Alan Leedy (1994)*

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University

**Gregory Joseph Mazak (1986)**

BS, Ohio State University; MEd, Clemson University;  
MDiv, Bob Jones University; PhD, Bob Jones University

**Russell E. Miller Jr. (2001)**

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University; Additional graduate work at  
Southern Evangelical Seminary

**Mark Alan Minnick (1980)**

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University; Additional graduate work,  
Jerusalem University College

**Kevin Paul Oberlin (2007)**

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University; Additional graduate work,  
Grace College and Theological Seminary; Geneva  
Reformed Seminary; Trinity International University;  
Jerusalem University College

**Daniel Perry Olinger (2000)**

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University

**Jason Duane Ormiston (2007)**

BA, Northland International University;  
MABS, Central Baptist Theological Seminary;  
MDiv, Central Baptist Theological Seminary;  
DMin, Westminster Theological Seminary

**Alan Lewis Patterson (Adjunct)**

BS, North Carolina State University at Raleigh;  
MDiv, Bob Jones University; PhD, Bob Jones University

**Gerald Lee Priest (Adjunct)**

BA, Bob Jones University; MDiv, Bob Jones University;  
PhD, Bob Jones University; Additional graduate work, Wake  
Forest University; University of North Carolina at  
Greensboro

**Gary Robert Reimers (1998)**

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University

**Mark Edward Sidwell (2001)**

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University; Additional graduate work,  
American Military University

**Blake Allyn Spence (1980)**

BA, Bob Jones University; MEd, University of Delaware;  
MA, Clemson University; EdD, Bob Jones University

**Layton MacDonald Talbert (2001)**

BA, Bob Jones University; MA, Bob Jones University;  
PhD, Bob Jones University





SCHOOL OF  
**FINE ARTS &  
COMMUNICATION**

# PROGRAMS

The School of Fine Arts and Communication exists to provide Scripturally based, quality education to students interested in Christian ministries and professions related to the arts and communication; to provide a broad range of cultural experiences for the University in line with the charter, mission, core values and institutional goals of the institution, and to provide support for arts-related outreach ministries of the University.

## GOALS

The student will ...

- Refine skills and aesthetic sensibilities through scripturally based, quality training in art and design.
- Refine skills and aesthetic sensibilities through scripturally based, quality training in music.
- Refine skills and aesthetic sensibilities through scripturally based, quality training in communication.

## DIVISIONS & DEPARTMENTS

The School of Fine Arts and Communication is organized into three divisions:

- Division of Art and Design
  - Department of Art*
  - Department of Design*
- Division of Music
  - Department of Music History and Literature*
  - Department of Music Theory and Technology*
  - Department of Church Music*
  - Department of Vocal Studies*
  - Department of Keyboard Studies*
  - Department of Instrumental Studies*
- Division of Communication
  - Department of Communication Studies*
  - Department of Journalism and Mass Communication*
  - Department of Cinema*
  - Department of Theatre Arts*



**DARREN P. LAWSON, PhD**  
Dean

## DEGREES OFFERED

### *Graduate Degrees*

The *Master of Arts* degree with majors in Communication Studies and Theatre Arts.

The *Master of Music* degree with majors in Church Music, Performance and Piano Pedagogy.

The *Master of Music Education* degree.

### *Undergraduate Degrees*

The *Bachelor of Arts* degree with majors in Communication, Journalism and Mass Communication, and Theatre Arts.

The *Bachelor of Fine Arts* degree with majors in Graphic Design, Interior Design and Studio Art.

The *Bachelor of Music* degree with majors in Church Music, Keyboard Performance, Orchestral Instrument Performance, Piano Pedagogy and Voice Performance.

The *Bachelor of Science* degree with majors in Apparel, Textiles and Design, Cinema Production, and Communication Disorders.

*Please refer to the current Undergraduate Catalog for detailed information regarding each of the degree offerings noted above, including information regarding learning objectives, goals, course offerings and sequencing, and degree conferral requirements.*

## GAINFUL EMPLOYMENT

For graduation rates, the median debt of students who completed the program, and other important information, visit [go.bju.edu/rates](http://go.bju.edu/rates).

## ADMISSION

The prospective graduate student in the School of Fine Arts & Communication should consult the information on both general admission and admission to graduate work in the introductory section of the Seminary & Graduate Studies Catalog. A bachelor's degree from a recognized college or university with 70 credits of liberal arts courses is required before the applicant will be considered for admission to graduate studies. The applicant should have at least a 2.5 grade point average based on a four-point scale.

The School of Fine Arts & Communication graduate programs deadline for admission is April 1 for the fall semester and Oct. 15 for spring. This requires submission of all admission materials, including application, graduate audition or interview, and any program-specific requirements. Repertoire requirements for all auditions may be obtained online or from the chair of the Division of Music. The audition must be completed before the student can be considered for admission.

### Division of Music

For the *Master of Music Education* degree, the student must have a bachelor's degree, including the equivalent of a major with 30 credits in music and five credits in education and/or psychology courses (not including general psychology). The teaching courses in Elementary School Music and Secondary School Music are also required, as are three instrumental classes. Students must meet senior-level standards in the primary performance area and must demonstrate this ability in an audition. Prospective master of music education students must arrange for an interview with the music education faculty.

For the *Master of Music* degree, the applicant must have a bachelor's degree, including the equivalent of a major with 30 credits in music.

Applicants seeking admission to the Master of Music program in Performance, Piano Pedagogy or Church Music must arrange for an audition or send an audition tape prior to admission. Voice principals must have taken one year of undergraduate French, German or Italian or must take one year of one of these languages concurrent with his or her graduate studies. He or she must be able to demonstrate correct pronunciation in all three languages.

Those wishing to pursue the Master of Music degree in Church Music with a choral conducting principal must audition in person. In addition, prospective composition principals must submit a portfolio of at least three short works comprising at least eight minutes of music, must have successfully completed the following undergraduate courses: MT 409, 501, 502 and 504; and must successfully pass the Music Theory Placement Test.

Applicants for teaching assistantships should submit a 20- to 25-minute digitally recorded segment of their teaching a private lesson (child or adult). A letter of recommendation from a private teacher or a teacher of a pedagogy course that the applicant has taken should be included with the video.



## Division of Communication

Prospective *Master of Arts* degree applicants must submit an academic writing sample and arrange for an interview with the graduate faculty.

For the *Master of Arts* degree in Communication Studies, the applicant must have a bachelor's degree with a minimum of 12 credits of acceptable undergraduate work in the proposed major field, including courses in communication or public address.

For the *Master of Arts* degree in Theatre Arts, the applicant must have a bachelor's degree with a minimum of 18 credits of acceptable undergraduate credits in the proposed major field, including courses in performance, theatre, stage directing, stagecraft, creative writing and acting. The applicant must also submit a creative resume of applicable theatre and performance experience, a statement of career goals and a letter of recommendation.

Deficiencies in either general academic background or the field of concentration must be removed before the applicant can become a candidate for an advanced degree. An applicant with 13 or more credits of deficiencies may be accepted as a postgraduate special student making up deficiencies. After deficiencies have been reduced to 12 or fewer credits, the applicant will be reevaluated for graduate admission consideration. Applicants not holding a Bob Jones University undergraduate degree must take two Bible Doctrines courses in addition to other degree requirements. In certain cases, six credits of approved graduate credit may be transferred from a recognized graduate school.

## CURRICULA & REQUIREMENTS

A student who is admitted to candidacy for a graduate degree shall maintain a high level of achievement and scholarship, which shall be demonstrated by his or her earning an average of B in the work he or she takes while registered as a graduate student. A maximum of six credits of C grades may be applied toward the requirements for the master's program. Furthermore, a grade of D or F disqualifies a student as a candidate for an advanced degree from the School of Fine Arts & Communication.

## Division of Music

The *Master of Music* student majoring in Performance must present a public recital between 50 and 70 minutes in length before degree conferral. Piano Pedagogy students present two recitals—a lecture recital or an ensemble recital during one year and a 40- to 50-minute solo recital the other year. For the student majoring in Church Music, a public recital 40 to 50 minutes in length is required before degree conferral. Conducting principals will prepare and conduct a public choral concert 40 to 50 minutes in length in lieu of a solo recital. Composition principals will present a public recital of original compositions and/or arrangements in lieu of a solo recital. The program will be 40 to 50 minutes in length. No recital is required for the Master of Music Education degree.

## Division of Communication

The *Master of Arts* student majoring in Communication Studies will complete comprehensive exams and a consulting project or academic master's thesis.

The *Master of Arts* student majoring in Theatre Arts will present a portfolio of theatre arts projects, such as an original play or adaptation, directing a play, completing a significant performance project, or designing and assisting with execution of costumes, lighting or scenery for a stage production.

## STANDARDS FOR PROJECTS & THESES

All graduate papers and theses are to be prepared according to the *Publication Manual of the American Psychological Association* (6th ed.), the form being adapted to the particular kind of writing to be done. The graduate student should thoroughly understand the proper technical form for his or her graduate papers early in the program. In addition, the graduate student must present his or her thoughts and research in an acceptable and correct grammatical style. Mere technical form is not enough; the material should reflect the high quality of research and knowledge expected of graduate students.

All graduate projects must be completed and approved, and the registrar notified of the completion by April 15 for May degree conferral or by August 1 for August degree conferral.

Any student who has completed all the requirements for any graduate degree with the exception of his or her thesis or special project must be registered in the University each semester until the thesis or project is completed and approved.

## RESIDENCY & LOAD REQUIREMENTS

For the *Master of Arts* and the *Master of Music* degrees (except Master of Music Education), a minimum of two semesters of resident study is required. The maximum full-time semester load for a graduate student is nine credits of online classes via distance learning or 16 credits of resident and/or online classes.

## ENROLLMENT

Once accepted in the graduate degree program, a degree candidate must complete all deficiencies and degree requirements within four years. Any master's degree student who interrupts his or her enrollment for more than 24 months must reapply through Admission for Academic Council approval. If approved, he or she must meet the Catalog requirements that are in effect at the time of the student's reenrollment and any new time limit expectations.

# DIVISION OF MUSIC



P. Edward Dunbar, DMA  
*Chair*

## Master of Music Degree, **CHURCH MUSIC**

The Master of Music degree program in Church Music provides advanced preparation for using music in the overall ministry of a local church (e.g. congregational singing, adult choir and vocal ensembles, youth-children's choir, instrumental music, music in evangelism). In this program the student advances in a principal performance area (voice, instrument, choral conducting or composition) and performs a recital of standard literature. The student also advances in the study of music theory, music history, hymnology and children's choirs. The program requires 31 credits and supports the university's mission of building Christlike character in the student.

Students seeking admission to the program with a voice, piano, organ or orchestral instrument principal must present an audition at Bob Jones University or contact Admission for graduate audition information if conditions prevent a live audition. Those wishing to pursue a choral conducting principal must audition in person.

All graduate students in the Division of Music must take the Music Theory Placement Test. Those not passing this test will register for MT 499 (Theory Review), which is not available for graduate credit.

### COMPOSITION PRINCIPAL DEGREE COURSES

#### Required core courses:

MT 506	Introduction to Schenkerian Analysis (2)
Mu 508	Research & Writing in Music (2)
SM 601	Church Music: Protestant Tradition (3)
SM 602	American Hymnody (3)
SM 603	Graded Choirs (2)
	Instrument/Piano/Voice Instruction (2)
	Music Electives (4)
	Private Composition (4)

#### 2 credits from the following:

MT 603	Advanced Choral Conducting (2)
MT 607	Advanced Instrumental Conducting (2)

#### 3 credits from the following:

Mu 619	Choral Literature (3)
Mu 620	Instrumental Ensemble Literature (3)

#### 2 credits from the following:

Mu 613	Middle Ages (2)
Mu 614	Renaissance (2)
Mu 615	Baroque Era (2)
Mu 616	Classic Era (2)
Mu 617	Romantic Era (2)
Mu 618	Music from 1900 to 1945 (2)
Mu 628	Music since 1945 (2)

#### 2 credits from the following:

MT 614	Stylistic Analysis (2)
MT 615	Stylistic Analysis (2)

Total (minimum): 31

### CONDUCTING PRINCIPAL DEGREE COURSES

#### Required core courses:

MT 603	Advanced Choral Conducting (2)
MT 610	Church Music Composition (2)
Mu 508	Research & Writing in Music (2)
SM 601	Church Music: Protestant Tradition (3)
SM 602	American Hymnody (3)
SM 603	Graded Choirs (2)
SM 606	Group Vocal Techniques (2)
	Music Electives (4)
	Private Conducting (2)
	Voice Instruction (2)

#### 3 credits from the following:

Mu 619	Choral Literature (3)
Mu 620	Instrumental Ensemble Literature (3)

#### 2 credits from the following:

Mu 613	Middle Ages (2)
Mu 614	Renaissance (2)
Mu 615	Baroque Era (2)
Mu 616	Classic Era (2)
Mu 617	Romantic Era (2)
Mu 618	Music from 1900 to 1945 (2)
Mu 628	Music since 1945 (2)

#### 2 credits from the following:

MT 614	Stylistic Analysis (2)
MT 615	Stylistic Analysis (2)

Total (minimum): 31

### ORCHESTRAL INSTRUMENT PRINCIPAL DEGREE COURSES

#### Required core courses:

MT 603	Advanced Choral Conducting (2)
MT 610	Church Music Composition (2)
Mu 508	Research & Writing in Music (2)
SM 601	Church Music: Protestant Tradition (3)
SM 602	American Hymnody (3)
SM 603	Graded Choirs (2)
	Music Electives (4)
	Orchestral Instrument Instruction (4)
SM 606	Group Vocal Techniques (2)

#### 3 credits from the following:

Mu 619	Choral Literature (3)
Mu 620	Instrumental Ensemble Literature (3)

#### 2 credits from the following:

Mu 613	Middle Ages (2)
Mu 614	Renaissance (2)
Mu 615	Baroque Era (2)
Mu 616	Classic Era (2)
Mu 617	Romantic Era (2)
Mu 618	Music from 1900 to 1945 (2)
Mu 628	Music since 1945 (2)

#### 2 credits from the following:

MT 614	Stylistic Analysis (2)
MT 615	Stylistic Analysis (2)

Total (minimum): 31

Conducting and composition principals must demonstrate senior-level ability in one performance area. Composition principals must submit a portfolio of original compositions and must successfully pass the Music Theory Placement Test. Failure to pass this test will remove the student from the composition principal.

Orchestral Instrument principals include: bassoon, cello, clarinet, euphonium, flute, horn, oboe, percussion, saxophone, trombone, trumpet, tuba, viola or violin. Instrumental students will be required to hold membership in the orchestra, band or an instrumental ensemble.

## Program Learning Outcomes

The student will...

- Perform a recital at an advanced level reflecting a synthesis of music history, literature, theory and applied technique (voice, instrument, conducting or composition).
- Research and critique various historical applications of theological concepts in gathered Christian worship.
- Apply a wide range of vocal pedagogy and conducting techniques appropriate for use in children's and adult choirs in the context of gathered Christian worship.

### ORGAN PRINCIPAL DEGREE COURSES

#### Required core courses:

MT 603	Advanced Choral Conducting (2)
MT 610	Church Music Composition (2)
Mu 508	Research & Writing in Music (2)
SM 601	Church Music: Protestant Tradition (3)
SM 602	American Hymnody (3)
SM 603	Graded Choirs (2)
SM 606	Group Vocal Techniques (2)
	Music Electives (4)
	Organ Instruction (4)

#### 3 credits from the following:

Mu 619	Choral Literature (3)
Mu 620	Instrumental Ensemble Literature (3)

#### 2 credits from the following:

Mu 613	Middle Ages (2)
Mu 614	Renaissance (2)
Mu 615	Baroque Era (2)
Mu 616	Classic Era (2)
Mu 617	Romantic Era (2)
Mu 618	Music from 1900 to 1945 (2)
Mu 628	Music since 1945 (2)

#### 2 credits from the following:

MT 614	Stylistic Analysis (2)
MT 615	Stylistic Analysis (2)

Total (minimum): 31

### PIANO PRINCIPAL DEGREE COURSES

#### Required core courses:

MT 603	Advanced Choral Conducting (2)
MT 610	Church Music Composition (2)
Mu 508	Research & Writing in Music (2)
SM 601	Church Music: Protestant Tradition (3)
SM 602	American Hymnody (3)
SM 603	Graded Choirs (2)
SM 606	Group Vocal Techniques (2)
	Music Electives (4)
	Piano Instruction (4)

#### 3 credits from the following:

Mu 619	Choral Literature (3)
Mu 620	Instrumental Ensemble Literature (3)

#### 2 credits from the following:

Mu 613	Middle Ages (2)
Mu 614	Renaissance (2)
Mu 615	Baroque Era (2)
Mu 616	Classic Era (2)
Mu 617	Romantic Era (2)
Mu 618	Music from 1900 to 1945 (2)
Mu 628	Music since 1945 (2)

#### 2 credits from the following:

MT 614	Stylistic Analysis (2)
MT 615	Stylistic Analysis (2)

Total (minimum): 31

### VOICE PRINCIPAL DEGREE COURSES

#### Required core courses:

MT 603	Advanced Choral Conducting (2)
MT 610	Church Music Composition (2)
Mu 508	Research & Writing in Music (2)
SM 601	Church Music: Protestant Tradition (3)
SM 602	American Hymnody (3)
SM 603	Graded Choirs (2)
SM 606	Group Vocal Techniques (2)
	Music Electives (4)
	Voice Instruction (4)

#### 3 credits from the following:

Mu 619	Choral Literature (3)
Mu 620	Instrumental Ensemble Literature (3)

#### 2 credits from the following:

Mu 613	Middle Ages (2)
Mu 614	Renaissance (2)
Mu 615	Baroque Era (2)
Mu 616	Classic Era (2)
Mu 617	Romantic Era (2)
Mu 618	Music from 1900 to 1945 (2)
Mu 628	Music since 1945 (2)

#### 2 credits from the following:

MT 614	Stylistic Analysis (2)
MT 615	Stylistic Analysis (2)

Total (minimum): 31

## Master of Music Degree, **PERFORMANCE**

### DEGREE COURSES

#### *Required core courses:*

Mu 508	Research & Writing in Music (2) Instrument/Voice Instruction (10) Music Electives <sup>1</sup> (8)
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#### *6 credits from the following:*

Mu 601	Voice Literature (3)
Mu 602	Voice Literature (3)
Mu 603	Piano Literature (3)
Mu 604	Piano Literature (3)
Mu 605	Organ Literature (3)
Mu 606	Organ Literature (3)
Mu 607	String Literature (3)
Mu 608	String Literature (3)
Mu 609	Woodwind Literature (3)
Mu 610	Woodwind Literature (3)
Mu 611	Brass Literature (3)
Mu 612	Brass Literature (3)

#### *4 credits from the following:*

Mu 613	Middle Ages (2)
Mu 614	Renaissance (2)
Mu 615	Baroque Era (2)
Mu 616	Classic Era (2)
Mu 617	Romantic Era (2)
Mu 618	Music from 1900 to 1945 (2)
Mu 628	Music since 1945 (2)

#### *2 credits from the following:*

MT 614	Stylistic Analysis (2)
MT 615	Stylistic Analysis (2)

Total (minimum): 32

The Master of Music degree program in Performance prepares the student for a career as a solo/collaborative performer, a symphony musician, or a studio instructor at the collegiate level. In addition to courses in music history, literature and theory, the student will receive private instruction in preparation for degree recitals. The program requires 32 credits and supports the divisional purpose of equipping students to use music for the service of God.

Degree programs are available in one of the following: voice, piano, organ, bassoon, cello, clarinet, euphonium, flute, horn, oboe, percussion, saxophone, trombone, trumpet, tuba, viola or violin. All graduate students in the Division of Music must take the Music Theory Placement Test. Those not passing this test will register for MT 499 (Theory Review). Graduate credit is not available for this remedial class. A recital in the performance field (two recitals for piano) is required before graduation.

### Program Learning Outcomes

The student will ...

- Conduct scholarly research in musicology as it relates to one's performance field.
- Trace the innovation, development, and culmination of stylistic features in the Western classical tradition.
- Perform a recital at an advanced level, reflecting a synthesis of music history, literature, theory and applied technique.

<sup>1</sup> Piano and Organ performance must take MT 602 Advanced Keyboard Skills. Voice performance must take Vo 601 Advanced Methods of Vocal Technique.

## Master of Music Degree, **PIANO PEDAGOGY**

### DEGREE COURSES

#### *Required core courses:*

MT 602	Advanced Keyboard Skills (2)
Mu 508	Research & Writing in Music (2)
Mu 603	Piano Literature (3)
Mu 604	Piano Literature (3)
PPd 601	Advanced Piano Pedagogy (2)
PPd 602	Current Trends in Piano Pedagogy (2)
PPd 603	Teaching Intermed & Adv Piano Lit (2)
PPd 604	Ensemble Music in Piano Teaching (2)
PPd 611	Internship in Piano Teaching (1)
PPd 612	Internship in Piano Teaching (1)
PPd 613	Internship in Piano Teaching (1)
PPd 614	Internship in Piano Teaching (1)
	Music Elective (2)
	Piano Instruction (6)

#### *2 credits from the following:*

Mu 613	Middle Ages (2)
Mu 614	Renaissance (2)
Mu 615	Baroque Era (2)
Mu 616	Classic Era (2)
Mu 617	Romantic Era (2)
Mu 618	Music from 1900 to 1945 (2)
Mu 628	Music since 1945 (2)

Total (*minimum*): 32

The Master of Music degree program in Piano Pedagogy will establish the student as a highly skilled, professional piano teacher. The student will receive specialized training in pedagogical philosophy, a broad spectrum of repertoire, and current and historical approaches to technique. Special emphasis is included to equip the student to critique and articulate pedagogical methods in a scholarly fashion. This program prescribes 32 credits and supports the Division of Music's purpose to equip students to use music for the glory of God.

All graduate students in the Division of Music must take the Music Theory Placement Test. Those not passing this test will register for MT 499 (Theory Review). Graduate credit is not available for this remedial class. Two recitals in the performance field are required before graduation: the first a lecture recital, pedagogy workshop, concerto or ensemble program; the second a solo recital.

### Program Learning Outcomes

The student will ...

- Teach authoritatively in a manner that reflects a highly skilled synthesis of pedagogical knowledge and piano literature.
- Perform ensemble and solo public recitals that apply mature musical interpretation and piano skills that reflect advanced training.
- Synthesize theory, literature and history in critical performance interpretation and articulate this synthesis on an advanced, scholarly level.

## Master of Music Education Degree

### DEGREE COURSES

#### *Required core courses:*

ME 610	Writing/Arranging School Ensembles (2)
ME 611	Music Curriculum (2)
ME 612	Principles/History of Music Ed (3)
ME 613	Foundational Approaches in Music Ed (2)
ME 614	Psychology of Music (3)
ME 691	Testing & Research in Music Ed (3)
ME 692	Graduate Seminar in Music Education (1)
ME 693	Graduate Seminar in Music Education (1)
ME 694	Graduate Seminar in Music Education (1)
ME 695	Graduate Seminar in Music Education (1) Inst/Voice Instruction or Music Ens (3)

#### *5 credits from the following:*

ME 502	Music Business (2)
ME 503	Early Childhood Music Education (3)
ME 615	Pedagogy Seminar (3)

#### *3 credits from the following:*

ME 510	History of American Music (3)
ME 511	World Music (3)

Total (minimum): 30

The Master of Music Education degree program provides K–12 music teachers and supervisors with an in-depth study of music learning, teaching, leadership and research from a Christian worldview. Students will examine historical precedents, philosophies and methods in music education, explore the latest research on music psychology and learning, and apply innovative curriculum building to their area of interest. In addition to core courses in music education, students will take courses covering advanced rehearsal techniques and performance literature, music theory, music history, music technology, pedagogy, and performance. Students in this program take a comprehensive exam in their final semester. This exam covers history and philosophy of music education, testing and research in music education, music learning theories, and curriculum design and is administered by the graduate music education faculty. This program requires 30 credits and does not lead to certification.

All graduate students in the Division of Music must take the Music Theory Placement Test. Those not passing this test will register for MT 499 (Theory Review). Graduate credit is not available for this remedial class.

Courses for this degree are available both in residence during the academic year and/or online via distance learning.

### Program Learning Outcomes

The student will ...

- Critique influential philosophies and learning theories of music education from a Christian worldview.
- Apply current research in music education to curriculum and instructional design.
- Articulate a clear vision for innovative leadership in music education.



# DIVISION OF COMMUNICATION



Ryan P. Meers, PhD  
*Chair*



## Master of Arts Degree, **COMMUNICATION STUDIES**

### DEGREE COURSES

#### *Required core courses:*

Com 600	Introduction to Graduate Studies (3)
Com 602	Quantitative Research Methods (3)
Com 603	Advanced Organizational Communication (3)
Com 604	Qualitative Research Methods (3)
Com 605	Applied Communication Research I <sup>1</sup> (3)
Com 607	Leadership & Communication (3)
Com 622	Assessment Methods in Communication (3)
Com 665	Management Effectiveness & Communication (3)

#### *6 credits from the following:*

Com 505	Communication Training & Development (3)
Com 507	Conflict Management (3)
Com 520	Intercultural Communication (3)
Com 521	Nonverbal Communication (3)
Com 524	Special Topics in Communication (3)
Com 525	Special Topics—Leading Change (3)
Com 526	Special Topics in Communication (3)

Total (minimum): 30

The Master of Arts in Communication provides students the opportunity to enhance communication skills through advanced coursework blending theory, research and application in a variety of contexts. The program prepares a student for a career in communication or for further academic work. This program requires 30–33 credits and the completion of a consulting project or academic master’s thesis.

### Program Learning Outcomes

The student will ...

- Design and execute a research project using appropriate research methodologies.
- Critique multiple theoretical perspectives of human communication.
- Evaluate communication practices in organizational contexts.

<sup>1</sup> Candidates writing a graduate thesis will take up to six credits of Applied Communication Research and complete the program with 33 credits. Candidates conducting a graduate project will take three credits of Applied Communication Research and complete the program with 30 credits.

## Master of Arts Degree, **THEATRE ARTS**

### DEGREE COURSES

#### *Required core courses:*

ThA 600	Theories of Theatre & Performance (3)
ThA 601	Theatre History Survey (3)
ThA 602	Playwriting (3)
ThA 603	Stage Directing (3)
ThA 604	Acting (3)
ThA 605	Theatre Arts Practicum (1)
ThA 606	Theatre Arts Practicum (1)
ThA 607	Principles of Collaborative Design (3)
ThA 608	Contemporary Narrative Performance (3)
ThA 609	Experimental Adaptation (3)
ThA 610	Theories of Directing (3)
ThA 611	Theatre Arts Thesis Project (1)
ThA 612	Theatre Arts Thesis Project (1)

Total (minimum): 31

The Master’s Degree in Theatre Arts supports the mission of the School of Fine Arts and Communication by equipping students with a set of core collaborative skills that enable them to return to their local churches, schools and communities to create theatre arts projects and programs that emphasize a Christian worldview. The program emphasizes scholarly research; grounding in critical philosophy and theory related to theatre and performance; and practical coursework in analysis, performance, directing and design/stagecraft, with a special emphasis on text creation and adaptation. As partial fulfillment of the requirements for this degree, the student will present a portfolio of theatre arts projects such as an original play or adaptation, directing a play, completing a significant performance project, or designing and assisting with execution of costumes, lighting or scenery for a stage production. This program requires 31 credits.

### Program Learning Outcomes

The student will ...

- Articulate and apply essential theories of theatre and performance to both analytical and creative projects.
- Acquire the following collaborative core-competencies: analysis, writing/adaptation, directing, design/stagecraft, and performance.
- Create and assess a local, applied mission-driven theatre arts project.

# COURSES

## DIVISION OF MUSIC

### MUSIC EDUCATION

#### ME 501 MIDI & Digital Audio Production Techniques

Advanced Musical Instrument Digital Interface (MIDI) sequencing techniques and an introduction to digital audio editing and production in Logic and Pro Tools environments. *Identical to MTc 501. Second semester, even-numbered calendar years, two credits.*

#### ME 502 Music Business

An examination of the design, implementation and operation of a professional music business (e.g., the traditional and Internet-based private studio, music academy, recording studio, retail, and freelance work). Topics include business planning, licensure, budgeting, technology, marketing, grant writing, publishing and copyright law. Students will develop and defend a business plan for their chosen music business. *Distance Learning only, two credits.*

#### ME 503 Early Childhood Music Education

A survey of child development theories and the music acquisition process, birth to age nine. The influence of environment, play and movement on music acquisition will be studied through the examination of recent research,

developmentally appropriate curricula, field observations and laboratory experiences. *Distance Learning only, three credits.*

#### ME 505 Instrument Repair for School Musicians

A practical study of the tools, supplies, parts, techniques and resources used in the maintenance and repair of woodwind, brass and percussion instruments. *Two credits.*

#### ME 510 History of American Music

Designed specifically for the practicing music educator, the course will explore the history of American music through style, historical context, structure, social significance and political impact. Students will complete a final project which connects their own teaching experiences and/or pedagogical concerns to a topic covered in the course. *Distance Learning only, three credits.*

#### ME 511 World Music

Designed specifically for the practicing music educator, the course will provide a broad overview of musical traditions, styles, instruments and cultures from people around the world, with the goal of informing curriculum design. *Distance Learning only, three credits.*

**ME 522** Music for Exceptional Learners

A study of the characteristics of exceptional learners in order to determine the best possible music learning experiences within the boundaries of their exceptionality. Particular emphasis is given to research literature on exceptional learners. Musical activities are suggested and explored, and a practicum is required for each student. *Both semesters, two credits.*

**ME 610** Writing & Arranging for School Ensembles

Supervised composition and arranging of music for school ensembles. *Distance Learning only, two credits.*

**ME 611** Music Curriculum

Processes and approaches to music curricula, including planning, scope and sequence; writing behavioral objectives and instructional outcomes; and evaluation techniques. Also covers integrating learning theories and a scriptural philosophy with music content and methodology. *Distance Learning only, two credits.*

**ME 612** Principles & History of Music Education

An introduction to the history of American school music education from the European antecedents through the present. Emphasis will be placed on the underlying philosophies of music and the historical justifications for music teaching. *Distance Learning only, three credits.*

**ME 613** Foundational Approaches in Music Education

Content and application of Gordon's Music Learning Theory, and the approaches of Orff, Kodaly and Dalcroze. Emphasizes skill development as advocated by each: audiation, movement, improvisation, solfege, systems of rhythm reading, etc. The student will apply these to the teaching of music within his area of specialization. *Distance Learning only, two credits.*

**ME 614** Psychology of Music

A comprehensive overview of human music behaviors from a psychological perspective. Psychoacoustics, music perception, affective and aesthetic responses to music and the function of music in society are systematically investigated through research methodologies and literature. *Distance Learning only, three credits.*

**ME 615** Pedagogy Seminar

This course covers the pedagogical sequencing of technique and literature and the development of diagnostic skills and techniques for correcting common performance errors in studio and rehearsal settings. Applications are tailored to the student's teaching area of interest (instrumental, choral). *Distance Learning only, three credits.*

**ME 691** Testing & Research in Music Education

An introduction to the relevant areas of music education testing and research, including music aptitude testing, music achievement testing, and the standard education research

methodologies as applied to the field of music education. *Distance Learning only, three credits.*

**ME 692** Graduate Seminar in Music Education  
An exploration of contemporary topics in music education with an emphasis on engaging issues from a biblical worldview. Guest lecturers, group discussion, and presentations will provide students with exposure to a wide range of current trends. *Distance Learning only, one credit.*

**ME 693** Graduate Seminar in Music Education  
An exploration of contemporary topics in music education with an emphasis on engaging issues from a biblical worldview. Guest lecturers, group discussion, and presentations will provide students with exposure to a wide range of current trends. *Distance Learning only, one credit.*

**ME 694** Graduate Seminar in Music Education  
An exploration of contemporary topics in music education with an emphasis on engaging issues from a biblical worldview. Guest lecturers, group discussion, and presentations will provide students with exposure to a wide range of current trends. *Distance Learning only, one credit.*

**ME 695** Graduate Seminar in Music Education  
An exploration of contemporary topics in music education with an emphasis on engaging issues from a biblical worldview. Guest lecturers, group discussion, and presentations will provide students with exposure to a wide range of current trends. *One credit.*

## DEPARTMENT OF MUSIC HISTORY & LITERATURE

**Mu 507** The Christian Musician  
The development of a distinctly Christian philosophy of music based on and in agreement with Scripture. Readings in and examination of modern trends, styles, and movements in secular and church music in the light of Scripture. *Second semester, one credit.*

**Mu 508** Research & Writing in Music  
An introduction to research and writing techniques in music. Emphasis on musical analysis and description and investigation of appropriate sources. *First semester, two credits.*

**Mu 509** Introduction to Chamber Music  
An introduction to chamber music stressing topics such as technical demands of ensembles, survey of important repertoire, rehearsal techniques and communication, intonation, programming and stage deportment. Chamber groups and repertoire assigned and/or approved by the

instructor. Performance opportunities provided. *Second semester, odd-numbered calendar years, one credit.*

**Mu 601** Voice Literature  
Vocal literature of the different periods of composition with special emphasis upon analysis and classification of these works as to grade of difficulty, technical problems involved and suitable grouping for recital purposes. *First semester, even-numbered calendar years, three credits.*

**Mu 602** Voice Literature  
A continuation of the study of vocal literature of the different periods of composition, with special emphasis upon analysis and classification of these works as to grade of difficulty, technical problems involved, and suitable grouping for recital purposes. *Second semester, odd-numbered calendar years, three credits.*

**Mu 603** Piano Literature  
Solo literature for the piano from Bach to the late sonatas of Beethoven with special emphasis on analysis, style, pedagogical considerations and performers of the literature. *First semester, even-numbered calendar years, three credits.*

**Mu 604** Piano Literature  
Solo literature for the piano from the early Romantic Era to the present with special emphasis on analysis, style, pedagogical considerations and performers of the literature. *Second semester, odd-numbered calendar years, three credits.*

**Mu 605** Organ Literature  
Literature for the organ from the Middle Ages through J.S. Bach with special emphasis on analysis, style and development of technique. *Three credits.*

**Mu 606** Organ Literature  
Literature for the organ from J.S. Bach through present-day composers and schools, with special emphasis on analysis, style and development of technique. *Three credits.*

**Mu 607** String Literature  
Directed study in the literature for the student's principal instrument and the other string instruments. Special emphasis on analysis, style and development of technique. *Three credits.*

**Mu 608** String Literature  
A continuation of the study in the literature for the student's principal instrument and the other string instruments. Special emphasis on analysis, style and development of technique. *Three credits.*

**Mu 609** Woodwind Literature  
Directed study in the literature for the student's principal instrument and the other woodwind instruments. Special emphasis on the historical development of solo and chamber

literature, the grading and grouping of this literature for recital purposes, and the use of pedagogical literature in teaching.

*Three credits.*

#### **Mu 610** Woodwind Literature

A continuation of the study in the literature for the student's principal instrument and the other woodwind instruments.

Special emphasis on the historical development of solo and chamber literature, the grading and grouping of this literature for recital purposes, and the use of pedagogical literature in teaching. *Three credits.*

#### **Mu 611** Brass Literature

Directed study in the literature for the student's principal instrument and the other brass instruments. Special emphasis on analysis, style and development of technique. *Three credits.*

#### **Mu 612** Brass Literature

A continuation of the study in the literature for the student's principal instrument and the other brass instruments. Special emphasis on analysis, style and development of technique. *Three credits.*

#### **Mu 613** Middle Ages

Historical development and stylistic analysis of the literature of the period. Recorded illustrations, scores and classroom performances. *Two credits.*

#### **Mu 614** Renaissance

Historical development and stylistic analysis of the literature of the period. Recorded illustrations, scores and classroom performances. *Two credits.*

#### **Mu 615** Baroque Era

Historical development and stylistic analysis of the literature of the period. Recorded illustrations, scores and classroom performances. *Two credits.*

#### **Mu 616** Classic Era

Historical development and stylistic analysis of the literature of the period. Recorded illustrations, scores and classroom performances. *Two credits.*

#### **Mu 617** Romantic Era

Historical development and stylistic analysis of the literature of the period. Recorded illustrations, scores and classroom performances. *Two credits.*

#### **Mu 618** Music from 1900 to 1945

Historical development and stylistic analysis of the literature of the period. Recorded illustrations, scores and classroom performances. *Two credits.*

#### **Mu 619** Choral Literature

A genre-based survey of choral literature from all style periods, including a survey of current literature from major publishing companies suitable for church and school. *Second semester, even-numbered calendar years, three credits.*

#### **Mu 620** Instrumental Ensemble Literature

Secular and sacred literature appropriate for instrumental ensembles, band and orchestra. *Three credits.*

#### **Mu 621** Music Ensemble

Participation in university music organizations and in chamber ensembles. *Both semesters, one credit.*

#### **Mu 622** Music Ensemble

Participation in university music organizations and in chamber ensembles. *Both semesters, one credit.*

#### **Mu 623** Independent Study

*Both semesters, one credit.*

#### **Mu 624** Independent Study

*Both semesters, one credit.*

#### **Mu 625** Independent Study

*Both semesters, two credits.*

#### **Mu 626** Independent Study

*Two credits.*

#### **Mu 628** Music since 1945

Historical development and stylistic analysis of the literature of the period. Recorded illustrations, scores and classroom performances. *Two credits.*

#### **Mu 630** Introduction to Musicology

Techniques and methods in musicology research, including bibliographic techniques, philosophy, performance practices and historical musicology. *Second semester, even-numbered calendar years, one credit.*

## DEPARTMENT OF MUSIC THEORY & TECHNOLOGY

### MUSIC TECHNOLOGY

#### **MTc 501** MIDI & Digital

##### Audio Production Techniques

Advanced Musical Instrument Digital Interface (MIDI) sequencing techniques and an introduction to digital audio editing and production in Logic and Pro Tools environments. *Identical to ME 501. Second semester, even-numbered calendar years, two credits.*



## MUSIC THEORY

### MT 501 Eighteenth-Century Counterpoint

Analysis of contrapuntal writings of the outstanding composers of the eighteenth century. Writing of counterpoint in two voices. Concentration on the chorale prelude, two-part invention and fugue. *Both semesters, two credits.*

### MT 502 Choral Composition

Foundational elements of writing choral music. Listening, reading, singing and analysis of model compositions. Applicable readings and exercises. *First semester, two credits.*

### MT 504 Orchestration

Band and orchestral instruments, their ranges, technical and sonorous advantages and limitations, transpositions and place in the score. Extensive practice in arranging technique. *First semester, two credits.*

### MT 506 Introduction to Schenkerian Analysis

Analysis of selected masterworks from Bach to Brahms using techniques developed by Heinrich Schenker, with emphasis on aural comprehension of voice leading. *First semester, odd-numbered calendar years, two credits. Prerequisite: MT 501.*

### MT 507 Basic Composition

Foundational elements of composition. Exploration of various facets of creativity and craft. Listening, singing and analysis of model compositions. Applicable readings and composition exercises. *Second semester, two credits. Prerequisite: MT 501.*

### MT 508 Analytic Techniques for Modern Music

A study of the materials and techniques of art music of the twentieth and twenty-first centuries. *Second semester, odd-numbered calendar years, two credits.*

### MT 602 Advanced Keyboard Skills

The development of functional skills at the advanced level for pianists and organists. *First semester, odd-numbered calendar years, two credits.*

### MT 603 Advanced Choral Conducting

Conducting technique and style, score analysis, conducting of laboratory ensembles with faculty guidance. *Both semesters, two credits.*

### MT 605 Composition I

Supervised composition in student-chosen genres with emphasis on concert music. Assigned readings, listening and analyses applicable to students' interests and projects. Non-composition principals only. *Both semesters, one credit. Prerequisite: MT 502, MT 504 and MT 507.*

### MT 606 Composition II

Supervised composition in student-chosen genres with emphasis on concert music. Assigned readings, listening and analyses applicable to students' interests and projects. Non-composition principals only. *Both semesters, one credit. Prerequisite: MT 605.*

### MT 607 Advanced Instrumental Conducting

Advanced exercises to develop hand and mind coordination: baton techniques, score reading, transpositions and bowing techniques. Conducting of laboratory ensembles with faculty guidance. *Second semester, even-numbered calendar years, two credits.*

### MT 608 Studies in Schenkerian Analysis

Application of the basic principles of Schenkerian analysis to the study of complete movements and works of the tonal repertoire, including one-part, binary, ternary, rondo, sonata and sonata-rondo forms. *Second semester, even-numbered calendar years, two credits. Prerequisite: MT 506.*

### MT 610 Church Music Composition

Supervised composition of vocal, choral and instrumental church music. May include small compositions, readings, listening, analysis and philosophy. Open to graduate church music majors or others by permission of instructor. *Both semesters, two credits. Prerequisite: MT 502.*

### MT 611–641 Private Composition

Composition principals only. *One credit.*

### MT 614 Stylistic Analysis

Overview of musical styles from the Middle Ages through the Classic Era with contextual analysis of works. *Second semester, even-numbered calendar years, two credits. Prerequisite: Music Theory Placement Test.*

### MT 615 Stylistic Analysis

Overview of musical styles from the Classic Era through the present with contextual analysis of works. *Second semester, odd-numbered calendar years, two credits. Prerequisite: Music Theory Placement Test.*

## DEPARTMENT OF CHURCH MUSIC

### CHURCH MUSIC

### SM 503 Hymnology

The history and development of the hymn and hymn tune, types of hymns and their uses, and analysis and interpretation of hymns and gospel songs. Standard hymnals reviewed. *First semester, three credits.*



**SM 601 Church Music: The Protestant Tradition**  
Music in the Old and New Testaments; the development of psalmody and hymnody from the Reformation through 19th-century England. *Second semester, odd-numbered calendar years, three credits.*

**SM 602 American Hymnody**  
Significant movements in American hymnody; colonial psalmody, singing schools, the Great Awakening, Kentucky Revival, shape-note singing, the Sunday School songs and the gospel song. *Second semester, even-numbered calendar years, three credits.*

**SM 603 Graded Choirs**  
Preparation for administering the church music education program; emphasis given to spiritual and musical objectives, sequence of concepts, and selection of materials. *First semester, even-numbered calendar years, two credits.*

**SM 606 Group Vocal Techniques**  
Vocal techniques appropriate for teaching amateur singers as a group; identification of group vocal problems, and the application of exercises and techniques to solve these problems. *Second semester, odd-numbered calendar years, two credits. Excludes: ME 301.*

**SM 609 Private Conducting**  
*Both semesters, one credit.*

**SM 610 Private Conducting**  
*Both semesters, one credit. Prerequisite: SM 609.*

**SM 611 Arranging Workshop**  
Arranging and scoring for choir, band or orchestra, and vocal or instrumental ensembles. *One credit.*

## DEPARTMENT OF VOCAL STUDIES

### VOICE

**Vo 503 Drama in Singing I**  
A vocal drama workshop developing the singer's ability to communicate the dramatic content inherent in all vocal music. Use of overtly dramatic material, such as opera arias, ensembles and scenes; and including dramatization of appropriate secular and sacred solo literature. *First semester, two credits.*

**Vo 504 Drama in Singing II**  
A continuation of the vocal drama workshop developing the singer's ability to communicate the dramatic content inherent in all vocal music. Use of overtly dramatic material,

such as opera arias, ensembles and scenes; and including dramatization of appropriate secular and sacred solo literature. *First semester, two credits. Prerequisite: Vo 503.*

**Vo 506 Diction for Singers**  
The fundamentals of French, German, Italian and Church Latin diction and their application in the pronunciation of song texts from the standard vocal repertoire. *Second semester, even-numbered calendar years, three credits.*

**Vo 601 Advanced Methods of Vocal Technique**  
Various methods and teaching techniques analyzed, compared and evaluated. Presentation of advanced principles of vocal production, projection and interpretation. Supervised practice teaching. *Second semester, odd-numbered calendar years, two credits.*

**Vo 610–640 Voice: Non-Performance Major**  
*One credit. Prerequisite: Voice Audition.*

**Vo 611–644 Voice**  
*One credit. Prerequisite: Voice Audition.*

## DEPARTMENT OF KEYBOARD STUDIES

### ORGAN

**Or 610–640 Organ: Non-Performance Major**  
*One credit. Prerequisite: Organ Audition.*

**Or 611–644 Organ**  
*One credit. Prerequisite: Organ Audition.*

### PIANO

**Pi 610–640 Piano: Non-Performance Major**  
*One credit. Prerequisite: Piano Audition.*

**Pi 611–644 Piano**  
*One credit. Prerequisite: Piano Audition.*

### PIANO PEDAGOGY

**PPd 501 Piano Pedagogy for the Private Instructor**  
Principles of good piano teaching as they apply to the private lesson. A survey of approaches to teaching keyboard, learning

theory and application of that theory in practical setting, performance practice, business procedures for a successful studio and effective studio policies. *First semester, three credits.*

### **PPd 601** Advanced Piano Pedagogy

Principles for teaching advanced students, with special emphasis on applications of learning theory, motivation and keyboard skills. *Second semester, even-numbered calendar years, two credits.*

### **PPd 603** Teaching Intermediate & Advanced Piano Literature

Methods, materials and curriculum building for teaching piano students at the intermediate through advanced levels. Focus on development of piano teaching techniques for high school through college-age students, examination of repertoire that is appropriate for these students, and exploring performance practice suitable for pianists at these levels. *First semester, odd-numbered calendar years, two credits.*

### **PPd 604** Ensemble Music in Piano Teaching

A survey of the literature for piano duets, two pianos, and multiple pianos and its use in piano teaching at all levels. *First semester, even-numbered calendar years, two credits.*

### **PPd 611** Internship in Piano Teaching

Teaching of children from elementary through high school in group and private lessons under faculty supervision. *First semester, one credit.*

### **PPd 612** Internship in Piano Teaching

Teaching of children from elementary through high school in group and private lessons under faculty supervision. *Second semester, one credit. Prerequisite: PPD 611.*

### **PPd 613** Internship in Piano Teaching

Teaching of pre-college private lessons, adult private lessons and university classes under faculty supervision. *First semester, one credit. Prerequisite: PPD 612.*

### **PPd 614** Internship in Piano Teaching

Teaching of pre-college private lessons and special research assignments. *Second semester, one credit. Prerequisite: PPD 613.*

## DEPARTMENT OF INSTRUMENTAL STUDIES

### BASSOON

**Bsn 610–640** Bassoon:  
Non-Performance Major  
*One credit. Prerequisite: Bassoon Audition.*

**Bsn 611–644** Bassoon  
*One credit. Prerequisite: Bassoon Audition.*

### CELLO

**Cel 610–640** Cello:  
Non-Performance Major  
*One credit. Prerequisite: Cello Audition.*

**Cel 611–644** Cello  
*One credit. Prerequisite: Cello Audition.*

### CLARINET

**Cl 610–640** Clarinet: Non-Performance Major  
*One credit. Prerequisite: Clarinet Audition.*

**Cl 611–644** Clarinet  
*One credit. Prerequisite: Clarinet Audition.*

### EUPHONIUM

**Eu 610–640** Euphonium:  
Non-Performance Major  
*One credit. Prerequisite: Euphonium Audition.*

**Eu 616–44** Euphonium  
*One credit. Prerequisite: Euphonium Audition.*

### FLUTE

**Fl 610–640** Flute:  
Non-Performance Major  
*One credit. Prerequisite: Flute Audition.*

**Fl 611–644** Flute

*One credit. Prerequisite: Flute Audition.*

**HARP**

**Hrp 610–640** Harp:  
Non-Performance Major  
*One credit. Prerequisite: Harp Audition.*

**HORN**

**Hn 610–640** Horn:  
Non-Performance Major  
*One credit. Prerequisite: Horn Audition.*

**Hn 611–644** Horn  
*One credit. Prerequisite: Horn Audition.*

**OBOE**

**Ob 610–640** Oboe:  
Non-Performance Major  
*One credit. Prerequisite: Oboe Audition.*

**Ob 611–644** Oboe  
*One credit. Prerequisite: Oboe Audition.*

**PERCUSSION**

**Per 610–640** Percussion:  
Non-Performance Major  
*One credit. Prerequisite: Percussion Audition.*

**Per 611–644** Percussion  
*One credit. Prerequisite: Percussion Audition.*

**SAXOPHONE**

**Sax 610–640** Saxophone:  
Non-Performance Major  
*One credit. Prerequisite: Saxophone Audition.*

**Sax 611–644** Saxophone  
*One credit. Prerequisite: Saxophone Audition.*

**TROMBONE**

**Tbn 610–640** Trombone:  
Non-Performance Major  
*One credit. Prerequisite: Trombone Audition.*

**Tbn 611–644** Trombone  
*One credit. Prerequisite: Trombone Audition.*

**TRUMPET**

**Tr 610–640** Trumpet/Cornet:  
Non-Performance Major  
*One credit. Prerequisite: Trumpet or Cornet Audition.*

**Tr 611–644** Trumpet/Cornet  
*One credit. Prerequisite: Trumpet or Cornet Audition.*

**TUBA**

**Tu 610–640** Tuba:  
Non-Performance Major  
*One credit. Prerequisite: Tuba Audition.*

**Tu 611–644** Tuba  
*One credit. Prerequisite: Tuba Audition.*

**VIOLA**

**Vla 610–640** Viola:  
Non-Performance Major  
*One credit. Prerequisite: Viola Audition.*

**Vla 611–644** Viola  
*One credit. Prerequisite: Viola Audition.*

**VIOLIN**

**Vi 610–640** Violin:  
Non-Performance Major  
*One credit. Prerequisite: Violin Audition.*

**Vi 611–644** Violin  
*One credit. Prerequisite: Violin Audition.*

## DIVISION OF COMMUNICATION

### DEPARTMENT OF COMMUNICATION STUDIES

#### COMMUNICATION STUDIES

##### **Com 505** Communication Training & Development

Introduction to the process through which companies and other organizations improve performance and communication. Emphasis on training skills in the field of communication as well as consulting in the organizational setting. *First semester, three credits.*

##### **Com 507** Conflict Management

Integration of theory on conflict management with practical approaches to conflict training. An emphasis on a biblical perspective of conflict. *First semester, three credits.*

##### **Com 520** Intercultural Communication

The theory and practical applications of communicating between cultures. Special emphasis is given to biblical principles of communication and to the organizational and business applications of intercultural communication. *Second semester, three credits.*

##### **Com 521** Nonverbal Communication

Analysis of the various codes of nonverbal behavior and their functions in interpersonal, workplace and mediated encounters. Special emphasis is given to scriptural principles of nonverbal communication. *Second semester, odd-numbered calendar years, three credits.*

##### **Com 524** Special Topics in Communication

Topics may include nonverbal communication, interpersonal communication in multinational corporations, organizations as culture, and readings in organizational communication. *Three credits.*

##### **Com 525** Special Topics-Leading Change

The purpose of this course is to provide students with the leadership skills necessary to effectively lead individuals, groups and organizations during times of significant change. Attention will be given to a variety of approaches to leading change, which will be analyzed from a biblical perspective. Students will develop skills to lead change in business, community and ministry settings. *Second semester, three credits.*

##### **Com 526** Special Topics in Communication

Topics may include nonverbal communication, interpersonal communication in multinational corporations, organizations

as cultures, and readings in organizational communication. *Three credits.*

##### **Com 600** Introduction to Graduate Studies

Introduction to methodologies and resources for research in communication arts and science at the graduate level. *First semester, three credits.*

##### **Com 602** Quantitative Research Methods in Communication

Principles and practices of quantitative research methodologies, with an emphasis on statistical applications for use in communication research projects at the graduate level. *First semester, three credits.*

##### **Com 603** Advanced Organizational Communication

Survey of advanced research and theory relevant to the study of organizational communication. Rigorous examination of the role that communication plays in shaping and reshaping the process of organizing within and between organizations. *Second semester, three credits.*

##### **Com 604** Qualitative Research Methods in Communication

Study of theoretical issues underlying the study of qualitative research as a methodology, as well as the characteristics of various approaches to designing and conducting qualitative research projects. *Second semester, three credits.*

##### **Com 605** Applied Communication Research I

Preparation of the graduate communication final project or thesis. *Both semesters, three credits.*

##### **Com 606** Applied Communication Research II

Preparation of the graduate communication final project or thesis. *Both semesters, three credits. Prerequisite: Com 605.*

##### **Com 607** Leadership & Communication

Relationships between communication and leadership including a consideration of relevant theories, concepts, tools and skills. Leadership and communication are examined in relation to organizational culture, change, diversity, technology and decision-making. *Second semester, three credits.*

##### **Com 622** Assessment Methods in Communication

Introduction to qualitative and quantitative methods used in academics and business settings. *First semester, even-numbered calendar years, three credits.*

## Com 665 Management Effectiveness & Communication

Analysis of interrelationship among individuals, groups and the organization. Examination of the following concepts: leadership, motivation, communication, group dynamics, decision-making and interpersonal relations. Inclusion of case studies and other projects. *Both semesters, even-numbered calendar years, three credits.*

## DEPARTMENT OF THEATRE ARTS

### ThA 600 Theories of Theatre & Performance

A survey of seminal theatre theories and performance techniques, with an emphasis on the writings of Aristotle, Konstantin Stanislavski, Bertolt Brecht, Artaud, Grotowski and Peter Brook. Application will be made to current trends in theatrical and performance theory with a special emphasis on the nature and application of a Christian missional event. *First semester, odd-numbered calendar years, three credits.*

### ThA 601 Theatre History Survey

A historical, political and theoretical survey of touchstone theatrical events. Special emphasis will be given to the nature of dramatic action and the relationship between live events and audiences in a given cultural and historical context. *Second semester, odd-numbered calendar years, three credits.*

### ThA 602 Playwriting

An examination of narrative theory and historical and contemporary trends in dramatic structures coupled with the creation of original full-length plays written in various styles, all culminating in workshoped, laboratory productions. *First semester, odd-numbered calendar years, three credits.*

### ThA 603 Stage Directing

An exploration and application of core tenants of directing for the stage, with an emphasis given to collaboration, working with new texts, handling style, and visionary, entrepreneurial leadership. *Second semester, even-numbered calendar years, three credits.*

### ThA 604 Acting

Advanced analysis and creation of performance analogues within a Stanislavski framework; a special emphasis on plays with poetic languages. Students will explore a variety of styles and their relationship to core acting principles. *Second semester, even-numbered calendar years, three credits.*

### ThA 605 Theatre Arts Practicum

A practical examination of theatrical collaborative skills. Class discussions and projects culminate in a public performance event or theatrical artifact. Special attention

will be given to theatrical events in a specific cultural context. *First semester, one credit.*

### ThA 606 Theatre Arts Practicum

A practical examination of theatrical collaborative skills. Class discussions and projects culminate in a public performance event or theatrical artifact. Special attention will be given to theatrical events in a specific cultural context. *Second semester, one credit.*

### ThA 607 Principles of Collaborative Design

A critical exploration and examination of fundamental principles for theatrical design in a collaborative ensemble setting with practical application made to a “poor theatre” context, culminating in organic theatre designs for a variety of spaces and texts. *First semester, even-numbered calendar years, three credits.*

### ThA 608 Contemporary Narrative Performance

An examination of a variety of performance techniques, approaches and conventions of narrative that have contributed to the formation of contemporary performance theory and practice. Performance approaches from the one-person show to performance art will be studied. The course will provide the student with the opportunity to critically engage performance traditions through workshop and polished performance, discussion and analysis, and extend discoveries to a variety of theatre applications. *Second semester, odd-numbered calendar years, three credits.*

### ThA 609 Experimental Adaptation

Examination of and practice in adapting a variety of sources for live, dramatic performance. *First semester, even-numbered calendar years, three credits.*

### ThA 610 Theories of Directing

An examination of major theatre theory with application made to a variety of directing styles and contexts and actor training. Practical application made with actors in workshoped scenes. *First semester, even-numbered calendar years, three credits.*

### ThA 611 Theatre Arts Thesis Project

Within the context of an ensemble, individual and collaborative coaching is given in support of thesis projects in performance, directing or writing for the stage. Students will examine a survey of relevant historical and theoretical work as well as make application of ideas to a live event. *First semester, one credit.*

### ThA 612 Theatre Arts Thesis Project

Within the context of an ensemble, individual and collaborative coaching is given in support of thesis projects in performance, directing or writing for the stage. Students will examine a survey of relevant historical and theoretical work as well as make application of ideas to a live event. *Second semester, one credit.*



# FACULTY



## DEAN

***Darren Patrick Lawson (1988)***  
BA, Bob Jones University; MA, Bob Jones University; PhD, University of Kansas



## ASSOCIATE DEAN

***Gregory Mark Kielemeyer (1994)***  
BA, Bob Jones University; MA, Bob Jones University; PhD, University of Illinois at Urbana-Champaign

## DIVISION OF MUSIC

### DIVISION CHAIR

***Paul Edward Dunbar (1978)***  
BMus, Henderson State University; MMus, Louisiana State University; DMA, Louisiana State University; Additional graduate work, Bob Jones University

### *Department of Music History & Literature*

#### DEPARTMENT HEAD

***Karen Sue Wilson (1967)***  
BA, Bob Jones University; MA, Bob Jones University; PhD, University of North Carolina at Chapel Hill  
Department of Music Theory and Technology

### *Department of Music Theory and Technology*

#### DEPARTMENT HEAD

***Seth Andrew Custer (2009)***  
BMus, University of North Dakota; MM, Central Michigan University; PhD, University of Iowa

#### ***Warren Edward Cook (1984)***

BS, Bob Jones University; MA, Bob Jones University; DMA, University of South Carolina-Columbia; Additional graduate work, Westminster Choir College of Rider University

***Joan Jacobson Pinkston (1970)***

BA, Bob Jones University; MA, Bob Jones University;  
Additional graduate work, Westminster Choir College of  
Rider University

***Eliezer Yanson Jr. (2010)***

BMus, Bob Jones University; MMus, Bob Jones University;  
ThB, Baptist Bible Seminary & Institute; DMA, University  
of South Carolina-Columbia; Additional graduate work,  
University of the Philippines

***Department of Church Music*****DEPARTMENT HEAD*****Fred Rowel Coleman (1988)***

BS, Ball State University; MA, Bob Jones University;  
Additional graduate work, VanderCook College of Music;  
Westminster Choir College of Rider University; Hamline  
University; DPasTh, Bob Jones University

***Department of Vocal Studies*****DEPARTMENT HEAD*****Jean Reese Greer (1989)***

BMus, Simpson College; MMus, Indiana University-Jacobs  
School of Music

***Troy Brannon Castle (2012)***

BA, Union Bible College; MMus, Bob Jones University;  
Additional graduate work, Shenandoah University

***David Gene Parker (1985)***

BS, Bob Jones University; MMus, Bob Jones University;  
DMA, University of Michigan-Ann Arbor

***Department of Keyboard Studies*****DEPARTMENT HEAD*****David Curtis Lehman (1978)***

BA, Bob Jones University; MMus, Boston University

***Peter Lowell Davis (1987)***

BA, Bob Jones University; MMus, Bob Jones University;  
MA, Bob Jones University; PhD, University of Oklahoma-  
Norman Campus

***Paul Edward Dunbar (1978)***

BMus, Henderson State University; MMus, Louisiana State  
University; DMA, Louisiana State University; Additional  
graduate work, Bob Jones University

***Susan Carol Kindall (1998)***

BMus, Bob Jones University; MMus, Bob Jones University;

DMA, University of Oklahoma-Norman Campus

***Deanna Cash Moore (1999)***

BMus, Bob Jones University; MMus, Bob Jones University;  
DMA, University of South Carolina-Columbia

***Mark Mason Parker (1976)***

BA, Bob Jones University; MA, Eastman School of Music;  
PhD, University of North Texas

***Kenon Dean Renfrow (1985)***

BA, Bob Jones University; MMus, Bob Jones University;  
PhD, University of Oklahoma-Norman Campus

***Lorri Conder Turcios (1999)***

BMus, Bob Jones University; MMus, Bob Jones University;  
MMus, Southern Methodist University

***Department of Instrumental Studies*****DEPARTMENT HEAD*****Bruce Bradford Cox (1993)***

BS, Bob Jones University; MS, University of Illinois at  
Urbana-Champaign; DMA, University of Southern  
Mississippi; Additional graduate work, Arizona State  
University-Tempe Campus

***Amanda Kimbro Barrett (1982)***

BS, Bob Jones University; MA, Bob Jones University

***Mary Gooch Eubank (2001)***

BME, Shenandoah University; MEd, Bob Jones University;  
DMA, University of Georgia; Additional graduate work,  
University of South Carolina-Columbia

***Alexander Poe Fields III (1970)***

BS, Bob Jones University; MFA, University of Georgia;  
Additional graduate work, University of Iowa; Louisiana  
State University

***Mark Alan Frederick (2001)***

BS, Bob Jones University; MEd, Bob Jones University;  
MM, University of Colorado at Boulder

***Kristin Figard Leonovich (2011)\****

BMus, Northwestern University; MMus, Northwestern  
University; Additional graduate work, Bob Jones University

***Heather Eaves McNeely (2003)***

BMus, Bob Jones University; MMus, Converse College;  
DMA, Boston University

***Michael William Moore (2005)***

BS, Bob Jones University; MEd, Bob Jones University;  
MMus, University of South Carolina-Columbia; PhD,  
University of South Carolina-Columbia



***Paul William Overly (1985)***

BA, Bob Jones University; MMus, Bob Jones University;  
DMus, Florida State University; Additional graduate work,  
Eastman School of Music

***Dianne Gustafson Pinner (1978)***

BS, Bob Jones University; MA, Bob Jones University

***Susan Rose Quindag (1983)***

BA, San Francisco State University; MEd, Bob Jones University;  
EdD, University of North Carolina-Greensboro; Additional  
graduate work, Louisiana State University

***Daniel Lynn Turner (1972)***

BS, Bob Jones University; MS, University of Illinois at  
Urbana-Champaign; EdD, University of Illinois at Urbana-  
Champaign; Additional graduate work, Furman University

***Emily Zane Waggoner (2006)***

BMus, Bob Jones University; MMus, Converse College

***Esther June Waite (2006)***

BS, Bob Jones University; MMus, North Carolina School of the  
Arts; DMA, Louisiana State University; Additional graduate  
work, University of North Carolina School of the Arts

## DIVISION OF COMMUNICATION

**DIVISION CHAIR*****Ryan Patrick Meers (2010)***

BS, Bob Jones University; MEd, University of Nebraska-  
Lincoln; PhD, University of Nebraska-Lincoln

## Department of Communication Studies

**DEPARTMENT HEAD*****Charlotte Gibbs Burke (1979)***

BS, Bob Jones University; MA, Bob Jones University;  
PhD, Southern Illinois University-Carbondale

***Gregory Mark Kielmeyer (1994)***

BA, Bob Jones University; MA, Bob Jones University; PhD,  
University of Illinois at Urbana-Champaign

***Darren Patrick Lawson (1988)***

BA, Bob Jones University; MA, Bob Jones University; PhD,  
University of Kansas

## Department of Theatre Arts

***Janie Caves McCauley (1986)***

BA, Tennessee Temple University; MA, Clemson University;  
PhD, Miami University-Oxford

***David Ryan Schwingle (2002)***

BA, Bob Jones University; MA, Bob Jones University;  
Additional graduate work, Hollins University



SCHOOL OF  
**EDUCATION**

# PROGRAMS

In conjunction with the University's commitment to building Christlike character, the School of Education exists to prepare caregivers and educators for teaching in both public and private schools and for administrative leadership in Christian schools; Christian servants for ministry in fields of health and fitness, exercise science and sports management. The School also provides graduate programs in education.

## GOALS

The student will ...

- Apply learning to solutions of problems in the discipline.
- Employ relevant skills, resources and technology.
- Develop a distinctly biblical view of the discipline.

## DIVISIONS & DEPARTMENTS

The School of Education is organized into three divisions:

- Division of Teacher Education
- Division of Health, Exercise & Sport Science
- Division of Graduate Studies



**BRIAN A. CARRUTHERS, EdD**  
Dean

## DEGREES OFFERED

### Graduate Degrees

The *Master of Education* degrees with a major in Teaching and Learning.

The *Master of Science* degrees with a major in Educational Leadership.

### Undergraduate Degrees

The *Associate of Science* degrees with majors in Early Childcare and Development, and Health and Fitness Training.

The *Bachelor of Science* degrees with majors in Composite Social Studies Education, Early Childhood Education, Elementary Education, English Education, Exercise Science, Mathematics Education, Middle School Education, Music Education, Science Education, Spanish Education, Special Education and Sports Management.

*Please refer to the current Undergraduate Catalog for detailed information regarding each of the degree offerings noted above, including information regarding learning objectives, goals, course offerings and sequencing, and degree conferral requirements.*

## GAINFUL EMPLOYMENT

For graduation rates, the median debt of students who completed the program, and other important information, visit [go.bju.edu/rates](http://go.bju.edu/rates).

## PROGRAM EMPHASIS

The graduate program leading to the Master of Education (MEd) degree is designed to prepare teachers, department chairmen and supervisors for a dynamic ministry in the Christian school. Certification or public school preparation is not the goal of the MEd program. Graduate programs leading to the Master of Science degrees are designed for preparation for administration, teaching in private elementary and secondary schools, and college-level school positions.

## ADMISSION

The prospective graduate student in the School of Education should consult the information on both general admission and admission to graduate work in the introductory section of the Seminary & Graduate Studies Catalog. A bachelor's degree from a recognized college or university with 70 credits of liberal arts courses is required before the applicant will be considered for admission to graduate studies. The applicant should have at least a 2.5 grade point average based on a four-point scale.

For a *Master of Education* degree in Teaching and Learning, the applicant must have a bachelor's degree with either a major in an elementary or secondary teaching field or one year's teaching experience in a traditional K–12 traditional classroom. The applicant must also have completed Ed 201 Theories of Teaching and Learning or its equivalent; Ed 321 Child Growth and Development or Ed 322 Adolescent Growth and Development; and Ed 323 Introduction to Exceptional Learners.

For a *Master of Science* degree in Educational Leadership, the applicant must have a bachelor's degree and completed nine credits of education and/or psychology (including Ed 201 Theories of Teaching and Learning and Ed 323 Introduction to Exceptional Learners).

Deficiencies in either general academic background or the field of concentration must be removed before the applicant can become a candidate for an advanced degree. An applicant with 13 or more credits of deficiencies may be accepted as a postgraduate special student making up deficiencies. After deficiencies have been reduced to 12 or fewer credits, the applicant will be reevaluated for graduate admission consideration. Applicants not holding a Bob Jones University undergraduate degree must take two Bible Doctrines courses in addition to other degree requirements. In certain cases, six credits of approved graduate credit may be transferred from a recognized graduate school.

## CURRICULA & REQUIREMENTS

A student who is admitted to candidacy for a graduate degree shall maintain a high level of achievement and scholarship, which shall be demonstrated by his or her earning an average of B in the work he or she takes while registered as a graduate student. A maximum of six credits of C grades may be applied toward the requirements for the master's program. Furthermore, a grade of D or F disqualifies a student as a candidate for an advanced degree from the School of Education.

## STANDARDS FOR PROJECTS & THESES

All graduate papers and theses are to be prepared according to the *Publication Manual of the American Psychological Association* (6th ed.), the form being adapted to the particular kind of writing to be done. The graduate student should thoroughly understand the proper technical form for his or her graduate papers early in the

program. In addition, the graduate student must present his or her thoughts and research in an acceptable and correct grammatical style. Mere technical form is not enough; the material should reflect the high quality of research and knowledge expected of graduate students.

All graduate projects must be completed and approved, and the registrar notified of the completion by April 15 for May degree conferral or by August 1 for August degree conferral.

Any student who has completed all the requirements for any graduate degree with the exception of his or her thesis or special project must be registered in the University each semester until the thesis or project is completed and approved.

## RESIDENCY & LOAD REQUIREMENTS

For the Master of Education and the Master of Science degrees, no resident study is required. Courses to fulfill requirements for these degrees and/or deficiencies are available online via distance learning. The maximum full-time semester load for a graduate student is nine credits of online classes via distance learning or 16 credits of resident and/or online classes.

## ENROLLMENT

Once accepted in the graduate degree program, a degree candidate must complete all deficiencies and degree requirements within four years. Any master's degree student who interrupts his or her enrollment for more than 24 months must reapply through Admission for Academic Council approval. If approved, he or she must meet the Catalog requirements that are in effect at the time of the student's reenrollment and any new time limit expectations.

## EDUCATOR PROFESSIONAL DEVELOPMENT PROGRAM

To encourage the continued professional improvement of Christian school leaders and teachers, Bob Jones University offers the Educator Professional Development Program. Full-time employees of Christian schools who have been approved for a graduate education program (MEd in Teaching and Learning or MS in Educational Leadership) are eligible for a 50 percent discount on tuition for graduate online courses that fulfill degree requirements. The discount does not apply to required deficiencies. For further information, contact the director of financial aid.

# DIVISION OF GRADUATE STUDIES



Brian Alan Carruthers, EdD  
*Chair*

## PURPOSE

In support of the University's commitment to building Christlike character, the Division of Graduate Studies exists to prepare Christian educators to be models of learning and life. It seeks to provide students with a biblical worldview, content knowledge, understanding of diverse learner characteristics, professional knowledge, skills, and dispositions, and practicum experiences to help them become effective teachers in both public and private schools and leaders in private school settings.

## GOALS

The student will ...

- Plan and implement instruction utilizing a variety of teaching strategies that will encourage the development of critical thinking, problem solving and performance skills based on the knowledge of diverse students, learning theory, subject matter, curricular goals and community.
- Display appropriate uses of technology in educational settings.
- Produce high quality research.



Donald Lee Jacobs, Jr., EdD  
*Chair, Division of Teacher Education*



## Master of Education Degree, **TEACHING & LEARNING**

### DEGREE COURSES

#### *Required core courses:*

Ed 605	History & Philosophy of Education (3)
Ed 625	Family, School & Community Relationships (3)
Ed 632	Best Practices: Instructional Strategies (3)
Ed 634	Providing Instruction for Exceptional Learning Needs (3)
Ed 635	Critical Issues in Education (3)
Ed 638	Curriculum Development & Design (3)
Ed 661	Assessment of Learning (3)
Ed 667	Technology in Education (3)
Ed 690	Research in Education (3)
Ed 695	Action Research Project (3)

Total (minimum): 30

In conjunction with the School of Education's degree program commitment to building Christlike character, the Master of Education degree program in Teaching and Learning prepares teachers to be more effective. Students will design research based instruction, present that instruction and assess student learning outcomes based on that instruction. The student will create lessons using 21st century classroom technologies, examine and analyze current educational research, and apply original research to their teaching disciplines.

Courses for this degree are available online via distance learning.

### Program Learning Outcomes

The student will ...

- Expand and refine their teaching skills.
- Apply knowledge of curriculum and instruction in school settings.
- Use action research to improve teaching effectiveness.

## Master of Science Degree, **EDUCATIONAL LEADERSHIP**

### DEGREE COURSES

#### *Required core courses:*

EAS 660	Foundations of Leadership (3)
EAS 663	School Business Management (3)
EAS 670	Pupil Personnel Services (3)
EAS 676	Personnel Administration & Supervision (3)
EAS 678	Organizational Leadership (3)
EAS 695	Educational Leadership Action Research (3)
Ed 605	History & Philosophy of Education (3)
Ed 638	Curriculum Development & Design (3)
Ed 661	Assessment of Learning (3)
Ed 667	Technology in Education (3)
Ed 690	Research in Education (3)

Total (minimum): 33

In conjunction with the University's commitment to building Christlike character, the Master of Science degree program in Educational Leadership exists to prepare students for educational leadership positions in Christian schools. The program provides instruction and selected experiences in areas such as faculty development, supervision of personnel and instruction, school plant and sound business practices.

Courses for this degree are available online via distance learning.

### Program Learning Outcomes

The student will ...

- Apply readings and research findings in educational leadership and management.
- Acquire skills to initiate, supervise and lead spiritual, instructional and business programs in Christian schools.
- Write a philosophy of Christian school management.

# COURSES

## DIVISION OF GRADUATE STUDIES

### PROFESSIONAL EDUCATION

#### **Ed 605** History & Philosophy of Education

Beginnings of the American system of education, survey of theories of education; factors and forces changing American education philosophies of learning applied to contemporary educational problems. This course is designed to equip and motivate educators and administrators to understand, critically appraise and apply the historical and philosophical foundations of education in developing their educational theory and practice. *Distance Learning only, three credits. Excludes: Ed 608.*

#### **Ed 625** Family, School & Community Relationships

This course will examine the changing structure and demographics of the family and implications for education. Current models and strategies for effective home, school and community partnerships will be reviewed with special emphasis on practical applications of these strategies in candidates' own school settings. Course topics include theories of family systems, parenting, parent education, child abuse/neglect and bullying. *Distance Learning only, three credits.*

#### **Ed 632** Best Practices in Instructional Strategies

Effective teaching involves using a variety of instructional strategies, designed with specific learners in mind. This course explores the development and practical application of numerous strategies. Students will be introduced to the Five Core Propositions of the National Board for Professional Teaching Standards. This class is mostly project based. *Distance Learning only, three credits.*

#### **Ed 634** Providing Instruction for Exceptional Learning Needs

This course focuses on developing the student's understanding of the knowledge and skills necessary to increase effectiveness in meeting the needs of diverse learners through appropriate instructional, curricular and behavioral strategies. *Distance Learning only, three credits.*

#### **Ed 635** Critical Issues in Education

This course is designed to explore critical issues in both public and private education. Topics discussed are organized around the Interstate Teacher Assessment and Support Consortium (InTASC) standards categories of learner and learning, content knowledge, instructional practice and

professional responsibility. Candidates will read, summarize, analyze and discuss educational issues with other candidates and faculty. *Distance Learning only, three credits.*

#### **Ed 638** Curriculum Development & Design

This course is an overview of the history and theories of curriculum development and their application to K–12 schools. Designing and implementing effective curriculum and learning based on a school's philosophy of education. *Distance Learning only, three credits.*

#### **Ed 661** Assessment of Learning

The appraisal of a student's intellectual capacity and aspects of personality; the interpretation of educational data using descriptive statistics including frequency distributions, measures of central tendency and dispersion, the normal probability curve and graphs. Attention is also given to test construction and the development of a testing program. *Distance Learning only, three credits.*

#### **Ed 667** Technology in Education

This course is a practical examination of current technology applications and their integration in education. The hands-on learning environment provides the professional educator with the tools needed to enhance skills in technology and apply these skills in a variety of settings. *Distance Learning, three credits.*

#### **Ed 690** Research in Education

This course introduces educational research, statistics and testing; and is designed to familiarize the student with the technology, basic concepts and tools necessary to critique and interpret published research. *Distance Learning, three credits.*

#### **Ed 691** Readings in Education

Independent study through the use of readings with special emphasis on selected areas from the field of education. *Distance Learning only, three credits.*

#### **Ed 695** Action Research Project

Supervised experience in an area of fieldwork under the direction of faculty; including papers, unit work samples, video-taped lessons—uploaded and critiqued—all tied to coursework taken previously in the MEd Program. *Students must be teaching in a traditional K–12 classroom during the semester this course is taken. Distance Learning only, three credits.*

## EDUCATIONAL LEADERSHIP

### **EAS 660** Foundations of Leadership

Emphasizes basic administrative theory and research for the school leader, focusing on the current practices and examining trends in such areas as leadership skills, personnel development and decision making. *Distance Learning only, three credits.*

### **EAS 663** School Business Management

Principles of business administration for schools, emphasizing sound plant, finance and management practices. A philosophy of school administration will be developed. *Distance Learning only, three credits.*

### **EAS 670** Pupil Personnel Services

A survey of guidance services and their application in both elementary and secondary educational settings. Practical guidance problems are considered. *Distance Learning only, three credits.*

### **EAS 676** Personnel Administration & Supervision

An overview of the employment process, personnel policies and procedures, and laws and regulations affecting the employment and supervision of faculty/staff in private, non-profit schools. *Distance Learning only, three credits.*

### **EAS 678** Organizational Leadership

An exploration of organizational theory and its application in a school setting, emphasizing strategic planning, instructional leadership and public relations. *Distance Learning only, three credits.*

### **EAS 695** Educational Leadership Action Research Project

Supervised experience under an experienced school administrator. The student is expected to demonstrate the implementation of leadership skills (tied to coursework taken in this program) to an approved project in a K–12 educational setting. A Leadership Portfolio will also be submitted. *Distance Learning only, three credits.*

# FACULTY



## DEAN

### *Brian Alan Carruthers (2004)*

BS, Bob Jones University;  
MS, Bob Jones University;  
EdD, Nova Southeastern University

## DIVISION OF GRADUATE STUDIES

### *Donald Lee Jacobs Jr. (1980)*

BS, Bob Jones University; MS, Bob Jones University;  
EdD, Bob Jones University; Additional graduate work,  
Drake University

### *Tamila Thorsell Jacobs (2005)*

BS, Bob Jones University; MEd, Bob Jones University;  
EdD, Bob Jones University; Additional graduate work,  
Drake University; Concordia University

### *Sonia Leigh Johnson (2002)*

BS, Bob Jones University; MEd, Bob Jones University;  
EdD, University of Memphis

### *Lisa Frances Midcalf (2010)*

BS, Bob Jones University; MAT, Saginaw Valley State  
University; PhD, Oakland University

### *Nick Uwarow (1984)*

BA, Bob Jones University; MS, Bob Jones University;  
EdD, Bob Jones University; Additional graduate work,  
Indiana State University

### *Heather Richardson Williams (2008)*

BS, Bob Jones University; MEd, Bob Jones University;  
EdD, Bob Jones University; Additional graduate work,  
Capella University

*Dates indicate beginning year as University faculty.*



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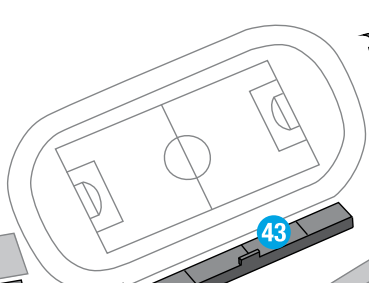
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NORTH PLEASANTBURG DRIVE



**P**  
(Buses & RVs)

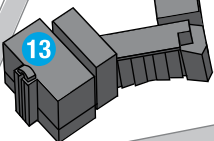
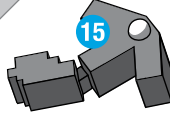
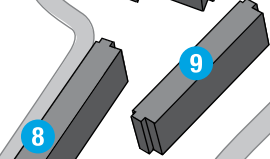
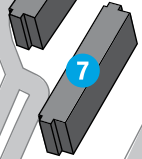
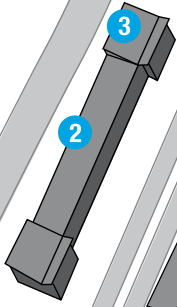
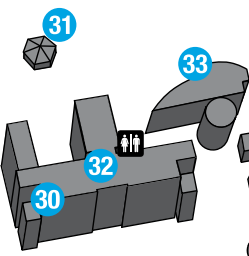
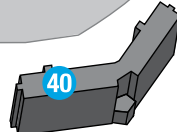
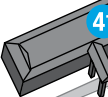
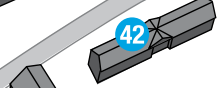
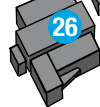
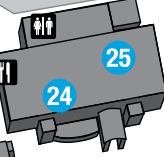
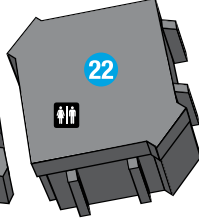
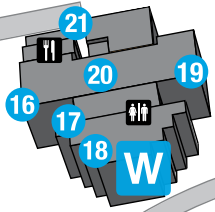
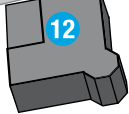
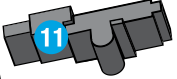
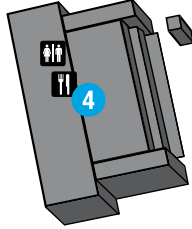
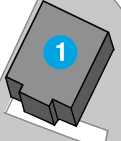
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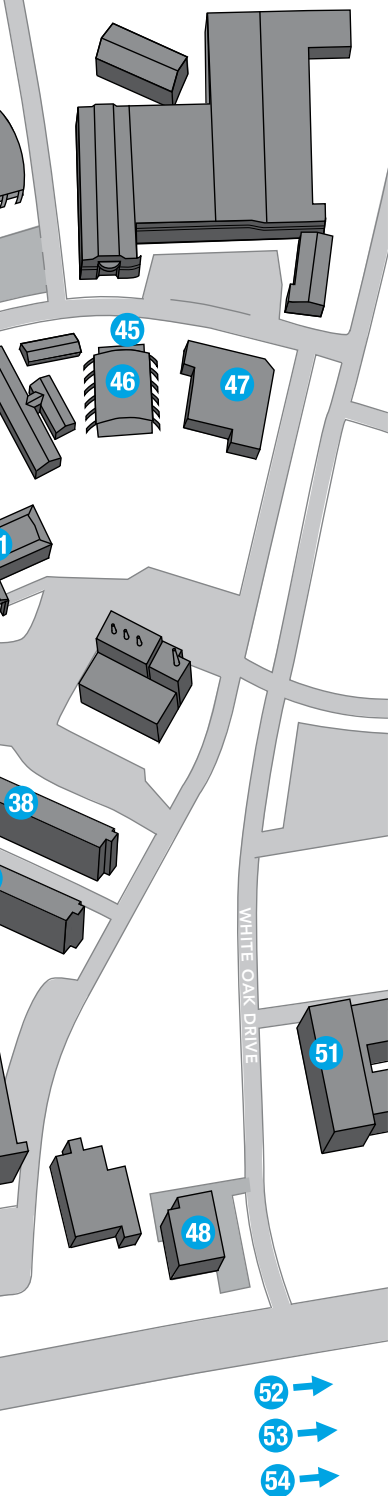
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WADE HAMPTON BOULEVARD



# CAMPUS MAP



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## **P** Public Parking

*For emergencies on campus, call the main entrance at (864) 770-1350 or ext. 1111, or call the switchboard at (864) 242-5100 and ask for the main entrance building.*











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