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Grace University

1997-98 Catalog

Academic Catalog

GRACE UNIVERSITY

1311 South 9th Street

Omaha, Nebraska 68108-3629

(402) 449-2800

Contents

Academic Calendar for 1997-98	2
Correspondence Directory	3
University General Information	5
GRACE COLLEGE OF THE BIBLE	15
Admissions and Registration	16
Financial Information	21
Student Life	27
Academic Information	33
Academic Programs	41
Division of Biblical Studies	42
Division of General Education	48
Division of Professional Studies	48
Course Descriptions	97
Division of Biblical Studies	99
Division of General Education	101
Division of Professional Studies	106
GRACE COLLEGE OF GRADUATE STUDIES	129
Purpose	129
Accreditation	129
Admissions and Registration	129
Financial Information	130
Master of Arts, Biblical Studies	132
Master of Arts, Counseling	134
Course Descriptions	136
GRACE COLLEGE OF CONTINUING EDUCATION	139
University Personnel Information	141
University Board of Trustees	142
University Administration	142
University Faculty	143
University Staff Management	147
University Alumni Association	147
University Advisory Council	148
University Enrollment Analysis	151
Index	152
Request Cards	153



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Calendar 1997-98

Fall Semester

- Aug. 10-13, Sun.-Wed. Student Leadership Retreat
- Aug. 8, Fri. Fall Faculty/Staff Conference
- Aug. 16, Sat. Residence Halls open,
Special assembly for parents of new students
(Saturday lunch is first meal served)
- Aug. 17-19, Sun.-Tues. Registration, Orientation,
Entrance Exams
All new students
(Late registration fee after 3:00 p.m., Aug. 20)
- Aug. 19, Tues. Convocation Chapel for all students (7:00 p.m.)
- Aug. 20-21, Wed. - Thurs. Returning students
drops and adds, payment of fees
(Late registration fee after 3:00 p.m., Aug. 22)
- Aug. 20-22 Spiritual Orientation
- Aug. 21, Thurs. Classes begin
- Aug. 27, Wed. Last day of Late Registration
- Oct. 6-10, Mon.-Fri. Mid-Term Examinations
- Oct. 13-14, Mon.-Tues. Fall Break
- Oct. 15-17, Wed.-Fri. Bible Conference
- Oct. 23-25, Thurs.-Sat. Fall Youth Fest
- Nov. 27-28, Thurs.-Fri. Thanksgiving Recess
- Dec. 15-18, Mon.-Thurs. Final Examinations

Wintersession

Jan. 5-9, Mon.-Fri.

Spring Semester

- Jan. 12, Mon. New Student Registration
Returning Students - Payment of Fees
(Late registration fee after 3:00 p.m.)
- Jan. 13, Tues. Classes Begin
- Jan. 19, Mon. Last Day for Late Registration
- Feb. 2-6, Mon.-Fri. World Christian Conference
- March 9-12, Mon.-Thurs. Mid-Term Examinations
- March 13-14, Fri.-Sat. Music Fest
- March 23-27, Mon.-Fri. Spring Break
- March 30, Mon. Classes Resume
- April 12, Sun. Easter
- May 4-6, Mon.-Wed. Senior Examinations
- May 8, Fri. (10:25 a.m.) Honor's Chapel/Baccalaureate
- May 9, Sat. (2:00 p.m.) Commencement
- May 11-14, Mon.-Thurs. Final Examinations

Summer Sessions 1998

- May 18-June 5 First Session
- June 8-26 Second Session

Correspondence Directory

Direct your questions or requests for information to the following University officials:

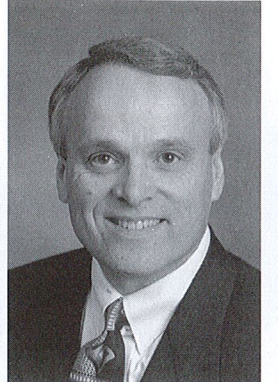
- General University policy Dr. Neal F. McBride
President
- Admissions and general information Terri L. Thomas
Director of Admissions
- Business matters, student finances, apartments Marvin R. Epp
Vice-President for Business and Finance
- Educational program, academic counseling, curriculum, faculty Dr. James P. Eckman
Academic Vice-President and Dean, Grace College of the Bible
- EXCEL Degree Completion Program John J. Burdic
EXCEL Director
- Grace College of Continuing Education Dr. Patrick A. Blewett
Dean, Grace College of Continuing Education
- Grace College of Graduate Studies Dr. Greg C. Carlson
Dean, Grace College of Graduate Studies
- Public relations, stewardship, extension and alumni relations Melvin R. Friesen
Vice-President for University Advancement
- Scholarships, financial aid, placement Lydia Thompson
Financial Aid Administrator
- Servant Leadership Training Greg A. Koehn
Director of Servant Leadership Training and Field Education
- Student activities, campus life, housing Jared Burkholder, Dean of Students
Cindy L. Johnson, Associate Dean of Students
Bill Watson, Assistant Dean of Students
- Transcripts, academic records Donald J. Tschetter
Registrar

The administrative offices are open Monday, Wednesday, Thursday and Friday from 8:00 a.m. to 5:00 p.m. and Tuesday from 8 a.m. to 6 p.m. Visitors are welcome to visit campus throughout the year.

Telephone: (402) 449-2800
Fax: (402) 341-9587
E-mail address: graceu@aol.com or academics@graceu.edu
URL: http://www.graceu.edu

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Omaha, Nebraska 68108-3629**

The provisions of this catalog are subject to change without notice and do not constitute an irrevocable contract between any student and Grace University.



Dr. Neal McBride
President



Administration

University General Information



The Grace University Story	6
Campus and Buildings	7
Our Christian Philosophy of Education	8
University Mission	8
University Goals and Objectives	8
University Distinctives	9
Summary	10
Doctrinal Statement	10
Accreditation and Academic Standing	12
Servant Leadership Training	12

The Grace University Story

53 Years by the Grace of God

Grace University was born in prayer as a group of ten Mennonite ministers met in Omaha, Nebraska, on June 1, 1943, to pray and plan for a college-level institution that would be fundamental in doctrine, vitally spiritual in emphasis and interdenominational in scope. The need for such Bible-centered education had become increasingly apparent to these evangelical pastors. A number of them had shared this common concern with each other during the commencement activities at the Oklahoma Bible Academy, Meno, Oklahoma, in 1942. And so in the providence of God, they selected Omaha as a central location for the meeting that led to the founding of Grace Bible Institute.

During the three months from June 1 to September 8, 1943, the Lord opened doors and removed obstacles in such unusual ways that all were convinced that this new venture of faith was of God. At the dedicatory service on September 8, 1943, Dr. C.H. Suckau, chairman of the Board of Directors and later a president of the college, mentioned seven specific answers to prayer:

1. Place—the Lord definitely led the original group of men to Omaha on June 1 and opened doors for them.
2. Building—the Presbyterian Theological Seminary was made available for use without any financial obligation other than its upkeep.
3. Incorporation—the laws of Nebraska were such that incorporation under the existing laws was impossible. But these laws were revised just as the founders were faced with the alternative of having to locate Grace Bible Institute in some other state.
4. Faculty—the college opened with a complete staff of teachers, having received the consent of the last needed faculty member by telegram that very afternoon at 3:00.
5. Student body—a total of 18 students registered on the first day (and five more a few days later).
6. Funds—in a short time, the Lord sent in over \$7,000 in gifts.
7. Permanent Location—the Lord preserved Stuntz Hall for Grace Bible Institute, so that on the afternoon of September 8 a purchase contract for the building in the amount of \$25,000 was signed by the Board of Directors.



First Board of Trustees

In his book, *The Story of Grace*, Paul Kuhlmann documents many of the miraculous answers to prayer evident during the first 35 years of the college's history. It is a testimony of God's gracious provision and direction. The student enrollment grew rapidly in the early years so that by 1949 it had reached 331. The diversity of the student body in recent years indicates its interdenominational nature and widespread appeal to students who desire a Bible-centered college education.

In his book, *Committed to the Vision: 50 Years by the Grace of God*, Harold J. Berry gives highlights of each presidential administration and focuses attention on those who have served Grace University 25 years or more. The Board of Directors, Advisory Council, administrators, faculty and staff provide a rich spiritual heritage for the University.

Through the years, progress has continued in many areas. Academic programs have been expanded and upgraded; the administrative structure has been revised; faculty members have acquired advanced degrees; and the physical plant has been expanded.

But most significantly, the College has remained vigilant in upholding the fundamentals of the faith maintaining, without reservation, that the Bible is the inspired Word of God (See Doctrinal Statement, pp. 10-11). Thus in 1976, when a change of name was considered, the name selected to replace "Grace Bible Institute" was "Grace College of the Bible."

The physical plant has been expanded through the construction and purchase of additional facilities. The buildings include Suckau Memorial Chapel (basement, 1949; main floor, 1957); Schmidt Memorial Hall (1962); Student Center (1967); and the Donald J. Tschetter Academic Building (1975).

In 1977, the College purchased the St. Catherine's Hospital Center for Continuing Care. This acquisition added nearly 2.7 acres to the campus and doubled facility space, making it the largest and most significant property acquisition in the history of the University. Three wings—Stanford Hall, Duerksen Hall, and Harder Hall—have been utilized as dormitory facilities. One wing is the administration and Conference Center and houses administrative offices, assembly rooms, classrooms and guest rooms. Another part of the complex has been developed for the music department and the Grace Counseling Center. Additional facilities in the complex will be renovated, as needed, into dormitory rooms, classrooms, and offices. Each of the above developments has been an adventure of faith and a distinct answer to prayer.



Duerksen and Stanford Halls

In 1993, President Neal McBride proposed that the College consider a new identity as Grace University. During the 1993-94 academic year, the College studied the feasibility of restructuring. In May 1994, the Trustees formally adopted restructuring as Grace University, which consists of Grace College of the Bible, Grace College of Graduate Studies and Grace College of Continuing Education.

Therefore, on July 1, 1995, the institution's new corporate identity became officially Grace University.

During the past 53 years, more than 8,000 students have studied at Grace University. Many of these alumni are actively involved in full-time ministries, serving in world missions, pastoral work, Christian education, music, and radio communications. Others are lay leaders in local churches and church-related organizations.

Other significant ministries of the University include two radio stations, KGBI-FM on the college campus, and KROA-FM near Grand Island, Nebraska, a bookstore and a counseling center. The Omaha station was established in 1966 with 29,000 watts of power to reach a primary listening area of 30 to 60 miles around Omaha. In 1973, KGBI expanded its power to 100,000 watts in stereo, with an outreach of 75 to 100 miles into southwestern Iowa and east-central Nebraska. Additional outreach was achieved with the construction of a 1200-foot tower to replace the former 499-foot tower. Radio station KROA was purchased in April 1977 and serves south-central Nebraska with 100,000 watts in stereo. Both stations feature Christian programming, sacred and classical music, and thorough news coverage. Additional translator stations provide expanded outreach into eastern Nebraska, northern Kansas and northwestern Iowa. The campus bookstore provides a valuable service to the Christian community with quality Christian literature, sacred music materials, and other supplies.

The direction of Grace University has been vested in a strong, spiritually-minded Board of Trustees, representing various denominations and coming from eight states and one province of Canada. An active Advisory Council, numbering about 180 men and women, supports the University through prayer, student recruitment and finances.

Throughout its history, Grace University has had leaders of vision and faith. The following have served as presidents: Paul Kuhlmann (Acting, 1943), Dr. C.H. Suckau (1944-50), Dr. H.D. Burkholder (1950-1955), Dr. Joseph W. Schmidt (1955-1960), the Rev. D.J. Unruh (Interim, 1960-1961), Dr. Waldo E. Harder (1961-1971), Dr. Robert W. Benton (1971-1984), Dr. Warren E. Bathke (1984-1993), and Dr. Neal F. McBride (1993-).

Our Christian Philosophy of Education

Grace University is committed to a Christian philosophy of education. This means that every facet of the University program is conditioned and directed by a Christ-centered, Biblical perspective. Questions relative to the meaning, purpose and goals of education are answered in the light of Scripture. The following statements briefly present the University's Christian philosophy of education.

1. Ultimate reality is found beyond man in the Triune God who created and now sustains all things.
2. Man is morally depraved and is dependent upon and answerable to a holy God.
3. The Bible, God's inerrant, authoritative revelation to man, is the essence of truth.
4. The objective of Christian Education is to glorify God through salvation, maturation and service.
5. The Bible is the core and integrating factor for the entire curriculum.
6. The teacher and student are both significant in the educative process with the Holy Spirit being the chief source for both.
7. The faculty is committed to excellence, theological soundness and spiritual fervor.
8. The University is committed to the local church as the primary agency through which God works.
9. The alumni are considered a strategic force within the Christian community and church.

This dynamic philosophy of education has been verified through fifty-three years. The University is as deeply convinced today, as were the founding fathers, that the Bible is a dependable guide in the search for truth. Grace University is committed to offering an education that is distinctively biblical.

University Mission

Grace University exists to serve the Church by providing Christians with a distinctly biblical, quality education in academic and professional fields of study which nurture students' spiritual and personal growth, emphasizes Christian ministry careers, and serves the local church and community.

University Goals and Objectives

The University's goals and objectives which appear below are of special importance to all who are interested in Grace University. They indicate the kind of person the University aims to develop. Prospective students should seriously and carefully study them so that their personal aims are similar to those of the University.

In line with its mission, the overall goal of Grace University is that each student should be a well-balanced, Christ-like person who is an obedient disciple, a critical thinker, a World Christian, a righteous citizen and a compassionate encourager. Recognizing that Christian education is a process rooted in the Bible and directed by the Holy Spirit, the University establishes the following goals and objectives:

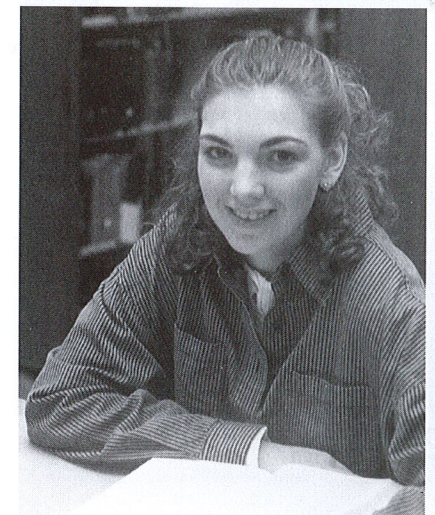


1. The student should evidence a comprehensive working knowledge of the Bible, including Bible doctrine:
 - a. by successfully completing required courses in Bible and theology,
 - b. by attending University-sponsored Bible conferences,
 - c. by evidencing acceptable progress on Bible content exams,
 - d. by demonstrating the ability to apply Scripture in life situations.
2. The student should evidence an ever-growing love for Christ and a resulting love for people:
 - a. by successfully completing required courses in evangelism,
 - b. by consistent personal Bible study, prayer and godliness,
 - c. by regular involvement in evangelism and ministry to people,
 - d. by faithful involvement in the local church.
3. The student should give evidence of being a world Christian with a growing awareness of and involvement in God's world-wide program of redemption:
 - a. by successfully completing missions and missions-related courses,
 - b. by attending chapels and annual missions conferences that expand world consciousness,
 - c. by participating in inter-cultural ministry, including, when possible, short-term missionary service,
 - d. by praying for and financially supporting world evangelization,
 - e. by being involved in local church programs of world evangelization.
4. The student should exhibit a Christian worldview that integrates general education studies with Biblical truth:
 - a. by successfully completing required general education courses,
 - b. by articulating within these general education courses principles that relate Biblical truth and human knowledge,
 - c. by evidencing a commitment to Biblical principles for life within campus and work situations and interpersonal relationships.
5. The student should demonstrate ability to serve Christ effectively:
 - a. by successfully completing required professional courses,
 - b. by successfully completing required courses in oral and written communication,
 - c. by successfully completing Servant Leadership Training assignments,
 - d. by faithful involvement in the local church.
6. The student should manifest a Christian value-system that is reflected in Christian character, attitudes, decisions and actions:
 - a. by faithfully participating in Servant Leadership Training, classes and chapels,
 - b. by responsibly completing class assignments and Servant Leadership Training reports,
 - c. by reflecting a servant attitude that is positive, responsible, supportive and edifying.
7. The student should display a commitment to continuous spiritual and intellectual growth:
 - a. by demonstrating in course work a mastery of study skills necessary for continued learning after the formal college experience;
 - b. by evidencing in course work, reading and discussions the personal motivation for intellectual and spiritual growth;
 - c. by manifesting a willingness to consult with others in discerning spiritual gifts and vocational direction.

University Distinctives

The education offered at Grace University differs from a liberal arts education or even a Christian liberal arts education in a number of ways. Students should note the following distinctives:

Nature. The particular emphasis of the liberal arts college is to provide a broad, liberal education in the humanities and sciences as a foundation for *many professions and vocations*. Grace University, in contrast to this, gives primary focus to the Bible with humanities and sciences serving a supportive role. Through the strong emphasis on the Bible, Grace University likewise stresses preparation for life and the development of Christian character.



Concentration/Integration. At Grace the concentration in Biblical studies is the integrating dynamic of the curriculum. Each student at Grace University pursues a double major-the first in Bible and the second in one of his/her choice. All students in the Bachelor and some Associate degree programs are required to complete 30-42 hours of textual Bible study and theology.

Although the Bible major is the heart of the curriculum, basic courses are also required in general education. In fact, about 38% of the curriculum of the Bachelor of Arts program is given to subjects designed to broaden the educational foundation of the students. Correspondingly, less general education is required in the more specialized programs.

Since each student majors in Bible at Grace University, the student has a greater potential for integrating Biblical truth with the various fields of human knowledge. This integration is accomplished by simultaneous study of God's Word and God's world. The core of Bible courses and the core of general education courses are thus uniquely coordinated to produce a unified Christian world and life view.

To round out the instruction offered at the University, professional education is provided in various areas. Fields of specialization include Cross-Cultural Ministry, Christian Education (includes church education, elementary education, and Christian camping), Management, Pastoral Ministry, Counseling, Music (includes church music and music education), and Communications (includes Radio and Journalism).

Servant Leadership Training. Practical experience in Christian service is an integral part of the education at Grace University and is provided through Servant Leadership Training. Normally, all students are required to participate in an approved ministry if they are enrolled for more than six semester hours credit.

Personal spiritual life. Grace places heavy emphasis upon Christian service and the spiritual life of the student. Christian service, to be effective, requires a Christ-honoring life. Students are therefore urged to consider indispensable such matters as daily devotions, evangelism, faith, prayer, dedication, self-discipline, and separation.

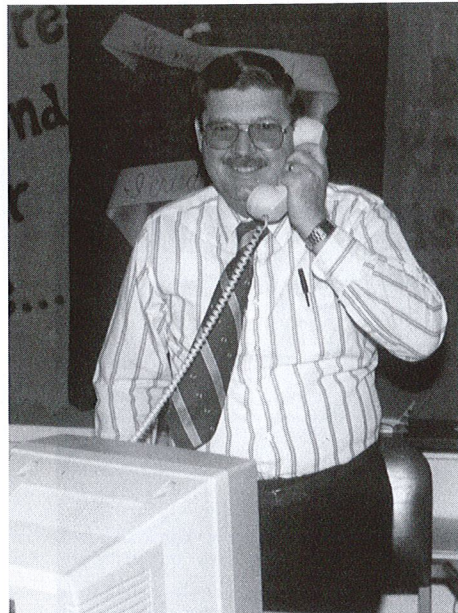
Summary

In summary, this means that the students who complete programs at Grace University should be Christ-like, maturing, responsible individuals who have basic knowledge of Scripture and the world and have skill in the integration of this knowledge. They, therefore, are equipped, motivated, and dedicated to serve God as servant leaders.

It also means that Grace University is distinctive because of its specialized church related curriculum, its concentration on Bible content, its stress on practical experience in church ministry, and its unique emphasis on the personal, spiritual life of students. (see diagram)

Doctrinal Statement

The following is a doctrinal summary of the theological position of the University and provides a basis for doctrinal agreement. Each member of the Board of Trustees, Advisory Council, and Faculty is required to subscribe annually to the unabridged doctrinal statement and the "We Believe" pamphlet. Copies of these documents are available from the President's office.



Gary Shook
Assistant Librarian

I. We believe that the Scriptures of the Old and New Testaments are the infallible Word of God, a divine revelation, the original autographs of which were verbally inspired by the Holy Spirit, and that they are the supreme and final authority of faith and conduct. 2 Tim. 3:16, 17; 2 Pet. 1:21.

II. We believe in one God, eternally existing in three persons: Father, Son, and Holy Spirit. Matt. 3:16, 17; 28:19, 20; 2 Cor. 13:14.

III. We believe that Jesus Christ was begotten by the Holy Spirit, was born of a virgin, and is truly God and truly Man. Gen. 3:15; Matt. 1:18; Phil. 2:5-8.

IV. We believe in the resurrection of the crucified body of our Lord, in His ascension into heaven in that body glorified, in His present life there for us as High Priest, in that "blessed hope," the personal, premillennial, and imminent return of our Lord and Savior Jesus Christ for the Church, and in His "glorious appearing" with the Church to set up His earthly kingdom. Jn. 20:20; Acts 1:9-11; Heb. 4:14-16; Tit. 2:13; I Thess. 4:13-18; Acts 15:16.

V. We believe that the Holy Spirit is a person, is co-equal with God in all His attributes, and is sent by the Lord Jesus Christ from the Father, to convict the world of sin, to regenerate, indwell, guide, and teach the believer, and to empower him to live in victory over sin. Jn. 15:26; 16:7, 8, 13.

VI. We believe that man was created in the image of God, but in the sin of the first Adam the whole human race fell and, apart from Christ, is spiritually dead and lost. Gen. 1:26, Rom. 5:12; Rom. 3:23.

VII. We believe that Jesus Christ died a substitutionary death upon the Cross, by grace providing salvation for all who believe on Him, justifying them on the ground of His shed blood. Eph. 1:7, 2:8; I Pet. 2:24.

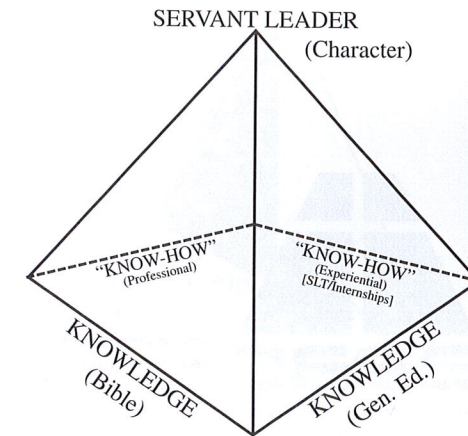
VIII. We believe that all who by faith receive the Lord Jesus Christ as their personal Savior become the children of God, that eternal life is a present possession, that at death their spirits depart to be with Christ in conscious blessedness, and that at Christ's coming for the Church their bodies shall be raised, and together with the believers then living on the earth, transformed into the likeness of the body of His Glory. Jn. 1:12, 13; 5:24; I Cor. 15:51.

IX. We believe that all who persistently reject Jesus Christ in the present life will after the thousand years be raised from the dead, and throughout eternity exist in a state of conscious and endless torment. Rev. 20:11-15.

X. We believe that the Church consists of all those who, in this dispensation, truly believe on Jesus Christ, that it is the body and bride of Christ, and that its mission is to witness for Christ among all nations. Acts 15:14; Acts 1:8.

XI. We believe in the reality and the personality of Satan, a subtle being who ultimately will be cast into the lake of fire. Rev. 20:10.

XII. We believe in a consistent Christian life and in abstaining from worldly practices, such as swearing of the oath, affiliation with secret societies, using courts for settling disputes among believers, taking personal vengeance and participating in carnal strife, and divorce as forbidden by the Lord. I Jn. 2:15-17; Rom. 12:2; James 5:12; 2 Cor. 6:14; 1 Cor. 6:7, 8; Rom. 12:17-21; Rom. 13:9; Matt. 19:9.



Accreditation and Academic Standing

GRACE UNIVERSITY is . . .

. . . Accredited by

the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools (30 North La Salle Street, Suite 2400, Chicago, IL, 60602-2504, phone 312/263-0456) and the Accrediting Association of Bible Colleges (130-F North College, P.O. Box 1523, Fayetteville, AR, 72702, phone 501/521-8164), the nationally recognized accrediting association for Bible colleges.

. . . Listed in

the current edition of *Accredited Institutions of Post-secondary Education and Programs* published for the CHIA by the American Council on Education.

the current edition of the United States Office of Education Bulletin, *Accredited Higher Institutions and United States Education Directory. Part 3, Higher Education.*

. . . Approved by

the United States Department of Justice for the education of foreign students.
the Nebraska State Department of Education for the education of veterans and/or other persons eligible for Veterans Administration benefits.

. . . Member of

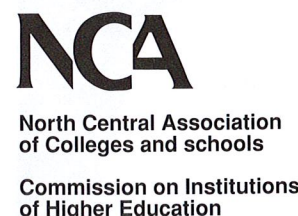
- The Association of Independent Colleges and Universities of Nebraska.
 - The Evangelical Teacher Training Association.
 - The American and Nebraska Associations of Collegiate Registrars and Admissions Officers.
 - Christian Librarian's Fellowship.
 - Association of Christian Schools International.
 - Christian Camping International.
 - Jerusalem University College
- JUC is located in Jerusalem, is considered an acceptable off-campus center and is recommended to the students for study. See the Academic Vice-President for details.

Servant Leadership Training

Grace University recognizes that it takes more than academic excellence to prepare students for life, ministry and service. Students need to develop skills for effective service.

Weekly Servant Leadership Training provides students with field experience in a variety of ministries. It provides opportunities for students to apply what they have learned in the classroom in an actual ministry situation. This should result in personal growth and the development of ministry skills—both of which are essential in preparing for effective service.

The general objectives of Servant Leadership Training are that the student should (1) evidence personal responsibility to fulfill the Great Commission; (2) become involved in ministries of evangelism and edification; (3) gain a variety of supervised Christian ministry experiences; (4) discover, develop and use his/her spiritual gifts; (5) demonstrate personal responsibility and accountability in ministry; and (6) develop character traits and ministry skills essential for effective service.



Servant Leadership Training is an integral part of the total educational program of the University, and therefore is listed along with all other courses students are expected to complete. Normally all students must successfully complete as many semesters of Servant Leadership Training as would be required in their programs of study. For example, students enrolled in four-year degree programs will complete a minimum of eight semesters of Servant Leadership Training.

All part-time students enrolled for six semester hours or less should complete a unit of Servant Leadership Training for every fifteen (15) academic credits earned at the University. Students enrolled in Cooperative Programs at Grace University, or students living on campus and taking work full-time at an area institution, should register for regular, weekly Servant Leadership Training.

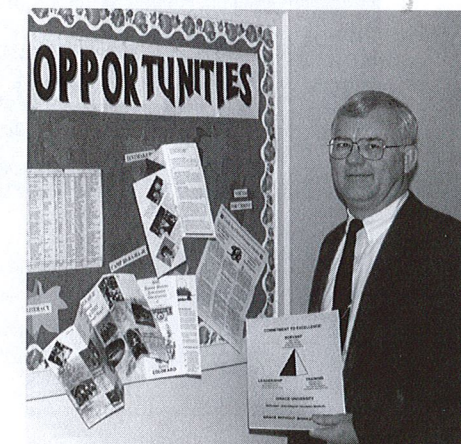
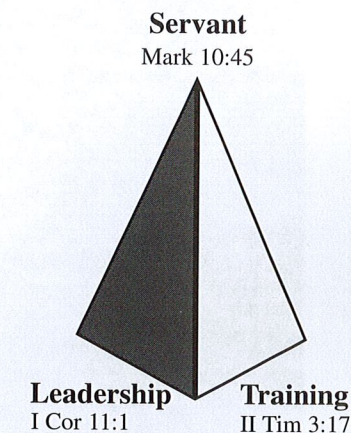
In the semester the student graduates, the student must participate in Servant Leadership Training. If a student plans to graduate in the summer, he/she should complete the Servant Leadership Training during the spring semester just prior to graduation.

Freshmen and transfer students begin their Servant Leadership Training with a series of orientation and workshop sessions, as well as a Christian Ministries Fair. The fair provides opportunities for the students to speak directly with representatives from churches and Christian organizations regarding possible ministries.

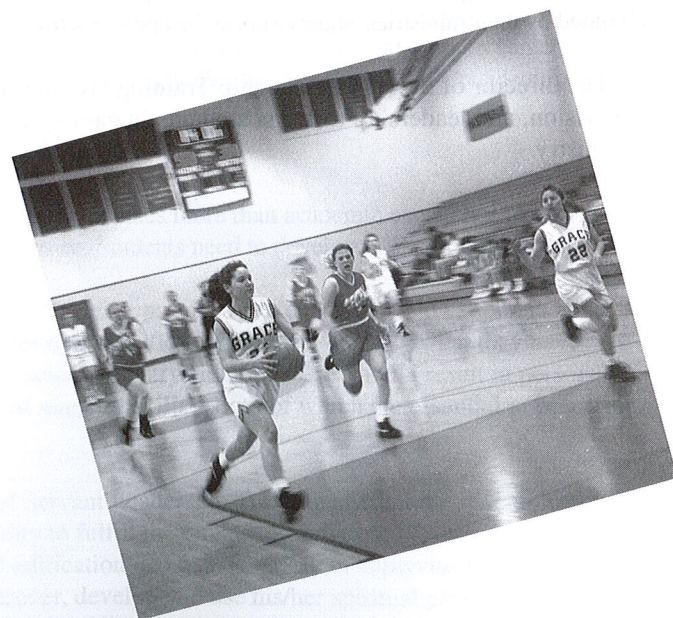
Students have many opportunities to participate in Servant Leadership Training at local churches, para-church and community service organizations. This includes serving as Sunday school teachers, youth workers, children's church leaders, working with weekday clubs, preaching, serving as musicians, being involved in personal witnessing, serving with student teams at retirement centers and the county hospital, etc. Students submit weekly reports of their ministries and permanent records are kept on each student's participation.

The faculty's Servant Leadership Training committee evaluates the students' performance near the close of each semester. Students must successfully complete each semester of Servant Leadership Training to receive SLT credit. Also the students are approved for graduation by the Director and Servant Leadership Training committee. The evaluation takes into consideration the students' performance and the weekly reports they submit, as well as the evaluations submitted by their ministries' supervisors at the end of each semester.

The director of Servant Leadership Training provides encouragement, counsel, supervision, and leadership to assist students in gaining competence in specific areas of ministry.



Greg Koehn, Director of Servant Leadership Training and Field Education



GRACE COLLEGE OF THE BIBLE

Dr. James P. Eckman, Dean

Undergraduate Admissions and Registration



Admissions Requirements	16
Admissions Procedures	17
Entrance Examinations	18
Advanced Standing	18
Advanced Placement Program	18
College Level Examination Program	19
Proficiency Examination Program	19
Registration	19

Admissions Requirements

Grace University welcomes applications for admission from prospective students who possess the qualifications the University deems necessary for those anticipating Christian ministry careers and select academic/professional fields of study.

Grace University selects its students based on information received from the application blank, pastoral reference, personal references, transcripts from school(s) attended, the ACT (American College Testing) results and the health form.

Grace University admits students on the basis of academic ability, moral character, and an expressed desire to study the Scripture. Grace University admits students of any race, color, sex, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the University.

Christian Character. Candidates for admission must adhere to Biblical moral standards, must be committed to God's will as revealed in Scripture and must, in general, give evidence of commendable Christian character.

To assure some degree of spiritual maturity, normally the University expects that applicants have known Jesus Christ as their personal Savior for at least one year. Their lifestyle and relationships should reflect commitment to Christ and obedience to His Word.

Academic Qualifications. Candidates for admission must have graduated from high school or present evidence of having completed equivalent requirements.

The University admits a few applicants as special students who have yet to achieve high school credentials. In such cases the person is not considered a candidate for graduation until high school or its equivalent is completed.

It is expected that students rank in the upper one-half of their graduating classes and have maintained a "C" average or above. Special action of the Admissions committee is required for students not meeting these requirements.

Prospective students are urged to take college preparatory courses which include units in English, social science, natural science, mathematics, and foreign language.

Students planning to enroll in the Elementary Education Cooperative Program should note carefully the high school preparation required (see page 96).

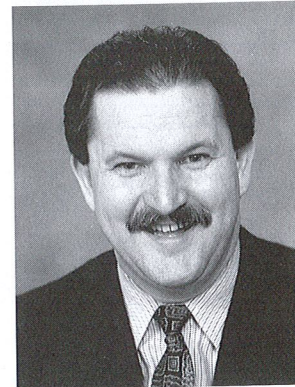
Pre-entrance Examinations. Applicants for admission to the freshman class are required to take the American College Testing Program (ACT) examination, unless they are age 25 or older, or have 12 hours transfer credit.

Information regarding test registration, test date schedule, and location of test centers may be obtained from local high school principals or counselors, from Grace's Director of Admissions or by writing directly to:

American College Testing Program
Box 168
Iowa City, Iowa 52240

The College's ACT code number is 2454.

Doctrinal Position. Grace University maintains the position articulated in the unabridged doctrinal statement and "We Believe" brochure. Students who graduate from Grace University must write their own doctrinal statement.



Larry Schweinsburg
Director of Enrollment
Management and Marketing

Admissions Procedures

In order to qualify for admission the following forms must be obtained and filled out completely:

- Application plus \$25 application fee
- Pastoral Reference
- Personal References (2)
- Transcripts
- Health Form
- ACT test results

These forms can be obtained by writing the Director of Admissions, Grace University, 1311 South 9th Street, Omaha, Nebraska 68108-3629, or by calling 1-800-383-1422 or (402) 449-2831.

When applicants receive official word of acceptance, they are required to submit \$100.00 non-refundable deposits to confirm their intention to enroll. This deposit is credited to the student's account at registration.

Readmission. Students who enroll in the University, but then drop out for one or more semesters or change their marital status, must fill out a readmission form. A fee of \$25.00 must accompany the application for readmission. The student is also expected to submit a pastoral and a personal recommendation. Former students wishing to re-enroll after an absence of three or more years must complete a new set of application forms.

Transfer Students. Transfer students applying for admission from another college must file all forms and deposits required of first time applicants. In addition, these candidates must submit an official transcript from the college(s) attended, including a statement of status at the time of withdrawal.

Continuing Education Students. Continuing education students who enroll for credit subjects are asked to complete a shortened application form.

Non-Traditional Students. For admission purposes the following students are considered non-traditional by the University:

- Those enrolling in only one class at a time.
- Those auditing a class.

Students, after verifying with the Admissions office that they are non-traditional students, must complete the following requirements:

- Application with fee
- Pastoral Reference
- Personal References (2)
- Proof of High School Graduation

All these forms are available in the Admissions Office. If at any time the student wishes to enroll in a Traditional Program at the University, the student must follow the normal admission procedure and adhere to Grace's standards for conventional students.

International Students. The University has a number of International Students on campus. These students add to the spirit and culture of the University.

Due to requirements of the United States Government, there are several forms which must be submitted to the University before the International candidate is considered for acceptance. In addition to the forms required of all students, the International Student must also accomplish the following:



Terri Thomas
Director of Admissions

- Be a graduate of an accredited high school with better than average grades.
- Be a born-again Christian who has been active in Christian work for a period of one year.
- Demonstrate proficiency in the use of the English language, both in reading and writing. This should be verified by taking the Test of English as a Foreign Language (TOEFL) or available tests at the American Embassy.
- Have three individuals send personal letters of recommendation. At least one of these persons should be acquainted with the type of study programs offered at Grace.
- Pay the estimated cost for the first year at Grace, including tuition, room and board, books, and other normal educational and personal expenses. This amount must be paid *in full* at least 20 days prior to the beginning of the semester. The amount required can be obtained by contacting the admissions office.

Entrance Examinations

During the fall semester of each year, the University administers a series of examinations to students, including: Vocational Interest, Mental Ability, Bible Content, and English Grammar and Usage, and Computer proficiency.

Students wishing to enroll at Grace University who have not completed high school should apply for the General Educational Development (GED) test through their local high school, community college, or state board of education.

Advanced Standing

Students who have completed work in another college or university may apply for advanced standing upon the presentation of an official transcript from the institution previously attended. Work done is evaluated on the following basis:

1. Full credit is granted for courses completed in an accredited institution, provided such courses are applicable to the programs at Grace University and are completed with "C" or above.
2. Credits from non-accredited institutions are validated by examination or by demonstrating the ability to maintain at least a "C" average in 30 semester-credit-hours of work.
3. Credit for educational experiences in the armed services is based upon suggested credit recommendations in *A Guide to the Evaluation of Educational Experiences in the Armed Services* or on the basis of transcripts from service schools, e.g., Community College of the Air Force. Such credit transfer must meet all other requirements for credit transfer.

Students who have graduated from Christian high schools may be excused from equivalent 100 series Bible subjects, provided the grades were "B" or above, and they secure an acceptable score on the Bible Content test. While students receive no actual college credit for these subjects, it enables them to concentrate on more advanced subjects. Permission is secured from the Academic Vice-President and the chair of the department in which the student is enrolled.

Advanced Placement Program

Grace University participates in the Advanced Placement Program of the College Entrance Examination Board. Credit is awarded to students who perform satisfactorily in certain college level courses in secondary school and who receive a grade of 4 or 5 on the Advanced Placement Examinations. The Academic Vice-President makes all credit decisions.



Ruth Schrag
Assistant Registrar

College Level Examination Program

The College Level Examination Program (CLEP) is used to establish credit in certain college courses. A total of 15 hours of credit are earned through examination including CLEP Subject Exams; no credit is allowed for the general exams. Subjects are equivalent to those offered by the University. The score for most subjects must be at least at the fiftieth percentile and the essay portion of the exam judged satisfactory by the program involved. In the case of College Composition, the University requires a score at the seventieth percentile, depending on the quality of the essay, and allows three or six hours of credit.

Credit earned by examination is not counted towards residency requirements for graduation (see page 38). If the course has been taken by audit, or if the student has already completed one semester of a year-long course such as English or History, credit is not given by examination.

Students are assessed a fee of ten percent of the current University tuition for credit that is allowed by examination. For additional information write to the Academic Vice-President. The University is a CLEP test center and its Code number for the CLEP examination report is 6248.

Proficiency Examination Program

Grace University is a participating institution in the ACT Proficiency Examination Program (ACT-PEP), making it possible for individuals to obtain credit in a limited number of subjects on the basis of test scores. Providing the test score is "B" or above, the University allows three hours of credit in Anatomy and Physiology and Abnormal Psychology. Registration packets are available from the Academic Vice-President. The University assesses a fee of ten percent of the current University tuition for credit allowed by examination.

Registration

The Registrar furnishes complete instructions concerning registration procedure. Students are registered only after the payment of all charges are made or other financial arrangements are approved.

Students may change their schedules or programs only after securing the permission of their advisors and the Registrar. A course may be added within one week after registration and dropped within four weeks after the last day of registration.

Early registration. Returning full-time students who take advantage of early registration for the following semester are eligible for a discount on the General Fee. A registration fee of \$25 is payable at the time of early registration. This amount is applied to the student's account for the following semester and is not refundable.

Class schedules are developed during registration with the approval of the students' advisors. Copies are filed with the Registrar.



Dr. Donald Tschetter
Registrar



Undergraduate Financial Information



Tuition and Registration Fees	22
Dining and Housing Fees	22
Applied Music Fees	22
Special Fees	22
General Financial Information	23
Student Deposits	24
Refund Schedule	24
Scholarships and Grants	25
Title IV Financial Aid	25

Financial Information

Tuition and Registration Fees

Tuition, per semester hour	\$229.00
General fee (1-6 credit hours, off-campus only)	90.00
General fee (over 6 credit hours, and/or on-campus)	230.00**
Late Registration fee	50.00

A \$75.00 discount is available to **returning students during early registration week.

Dining and Housing Fees

Full-time single student under age 21 at the beginning of a semester whose home is not within commuting distance must attend as on-campus students. Semester rates are as follows:

Dining and Housing (includes one phone line per room)	\$1615.00
• dining hall closed between semesters and during Fall Break, Thanksgiving and Spring break.	
• "Any thirteen" meals per week with housing (\$1565.00)	
• Single Room (\$150.00).	
• Housing security deposit (refundable)	\$100.00
• Dining Plan for off-campus student**	
• Summer campus housing**	

**Please contact the Business Office for details.

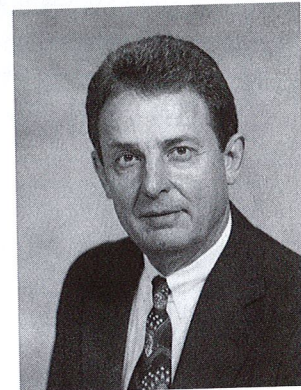
Applied Music Fees

Music fees are in addition to tuition for conducting, voice, composition and instrumental (includes 14 thirty-minute sessions and practice facilities).

Private lessons - one credit hour	\$80.00
Private lessons - two credit hours	125.00
Private lessons - three credit hours	165.00
Voice class	50.00

Special Fees

Athletic Fee (not-for-credit intercollegiate sports)	\$ 20.00
Audit fee, per semester hour	114.50
Computer Laboratory/Use Fee	75.00
Graduation fee (includes diploma, cap and gown)	55.00
(Biblical Studies - \$15.00)	



Marvin Epp
Vice-President for Business and Finance

Class Lab Fees, per semester	20.00
Introduction to Preaching, Preaching 2, Broadcast Announcing, Broadcast Practicum, Speech Communication, Audio Production, Instructional Techniques in C.E., Multi-Track Production, Layout and Production, Principles of Biology, Physical Science, Assessment.	

Physical Education Classes:

• Bowling and Swimming	50.00
• Golf	100.00
• Outdoor Recreation, Rock Climbing and Skiing	140.00
• Racquetball	80.00
Private tutorship courses per semester credit hour (See page 37)	310.00
Campus Parking (requires permit):	
• Stanford Lot	50.00
• Suckau, Schmidt & Tschetter Lots	15.00
• Motorcycle	15.00
• Transfer or lost decal	10.00

Five transcripts available without charge. \$5.00 fee for each subsequent transcript.

General Financial Information

Basic on-campus student costs, excluding private music lessons and special fees are:

General fee	220.00
Tuition (15 hours)	3435.00
Housing and Meal Plan	1565.00
	\$5220.00

Tuition, fees, dining and housing are payable at the University Business Office at the beginning of each semester. The University anticipates that these obligations be funded through a combination of student and family resources, plus various scholarships, grants, aid or loans. It is the student's responsibility to apply through the University Financial Aid Office in advance if he/she anticipates a need for scholarships, grants, aid or loans so that funds are approved prior to the start of each semester. A **full-time** student may also defer payment per the following guidelines:

	On-Campus Student	Off-Campus Student
Maximum unpaid balance at registration	\$1800	\$900
Scheduled minimum payments	\$600	\$300

A student electing deferred payments must complete a Grace University Payment Plan Agreement (parent/guardian if student is under age 19). A student depending on employment to meet this obligation agrees to make payment to the University the first priority of their earnings. If the account exceeds the maximum agreed balance on any payment date, late fees are charged on the student's entire account balance.

A student not fulfilling his/her financial obligation may be denied continuation at the University and may not receive a transcript, degree, diploma or participate in graduation exercises.

Published fees are per semester unless otherwise indicated. **All University fees and policies are subject to change without notice.**



Deb Smeltzer
Executive Secretary Business and Finance

Student Deposits

The University provides for student "cash banking" deposits in the Business Office. Deposit cards are used and a student may deposit or withdraw cash upon presentation of their card. There is no charge for this service and no interest is paid on deposits. The University reserves the right to limit the deposit amount.

Refund Schedule

Various expenses, such as payments for faculty, support staff, equipment, and materials are incurred in anticipation of students who will attend the University. Refund policies are meant to conform with those stated in Section 668.22 of Title 34 of the Code of Federal Regulations (34 CFR) and are subject to revision, without notice, to maintain compliance. Therefore, the following refund schedule of institutional charges is applicable to withdrawals or class drops:

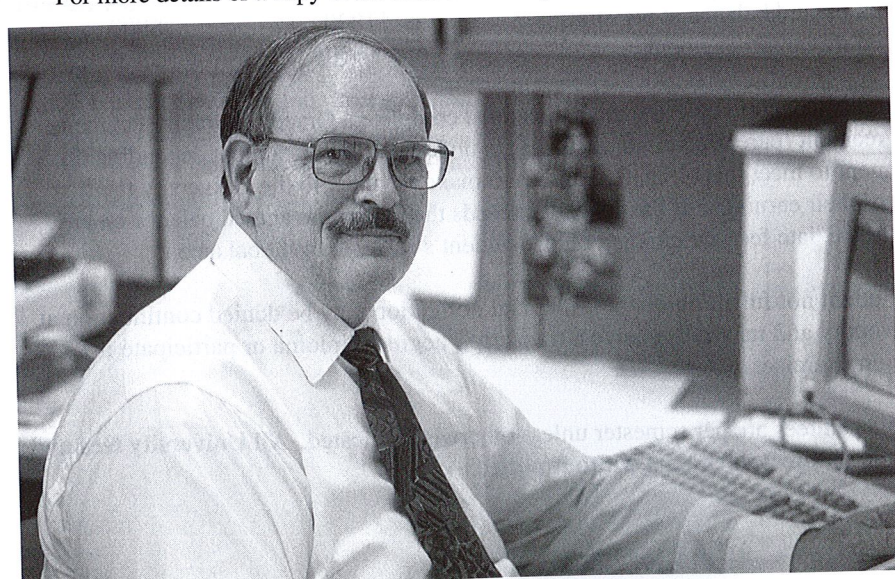
Before the first day of classes	100%
On the first day of classes	100%
Second day of classes through the end of the first 10% of enrollment period	90%
After the end of the first 10% through the end of the first 25% of enrollment period ..	50%
After the end of the first 25% through the end of the first 50% of enrollment period ..	25%
After the end of the first 50% of the enrollment period	0%

Institutional charges are tuition, fees, housing, dining, and other charges assessed the student by the institution. Noninstitutional costs may include, but are not limited to, books, supplies, and transportation.

First-time students who receive Title IV funds are eligible for special consideration under the *federal pro rata refund* policy if they withdraw from the University during the first 60% of their first semester. The refund will not be less than the equally prorated portion of institutional charges for the time remaining in the enrollment period on the date of withdrawal, rounded down to the nearest 10 percent, less any unpaid cash obligation for the period of enrollment.

All refunds are subject to an administrative fee of the lesser of 5 percent of the total institutional charges assessed the student or one hundred dollars.

For more details or a copy of the federal refund policies, contact the Financial Aid Office.



Larry Sayles, Personnel and Payroll

Undergraduate Scholarships and Grants

Grace University offers a wide range of scholarships and grants. Detailed information regarding financial aid is available from the University's Financial Aid Office at (402) 449-2810.

Scholarship or grant applications must be in the Financial Aid Office by February 1 for the following fall semester. Applications received after February 1 are considered on a first-come basis.

Applicants must meet the general admissions requirements on page 16. The amount of financial aid granted by the University is determined by the Financial Aid Office within guidelines established by the University Scholarship and Financial Aid Committee. Typically, a student must be full-time and may receive only one University grant and one University scholarship per semester. Decisions of the committee are final.

TITLE IV FINANCIAL AID FOR UNDERGRADUATES

Federal Pell Grants

The free application for Federal Student Aid is available from high school counselors or the Financial Aid Office. The amount of the grant is determined by the results of the family financial statement and the amount of money allocated by Congress. Students who already have a bachelors degree are ineligible for Pell Grant. The University identification number is 002547.

Federal Family Education Loans

Grace University is qualified to process federally insured loans (Federal Stafford and PLUS) under the U.S. Department of Education. Loans require the approval of the lending institution selected by the student or his/her parents and the endorsement of the University Financial Aid Office. Processing of loan eligibility and applications requires approximately four weeks.

The student must maintain satisfactory progress to maintain eligibility for Title IV financial aid (Federal Pell Grants, Stafford Loans, or PLUS loans). Required minimum GPA's are 1.5 after the first semester, 1.75 after the second and third semesters, and 2.0 thereafter.

Students on scholastic probation are eligible for Title IV financial aid for the ensuing semester. However, the GPA must be raised to the required level during the probationary semester if the student is to maintain eligibility for Title IV financial aid. The Enrollment and Retention Committee may waive these requirements under extenuating circumstances.

Detailed policy information is available from the Financial Aid Office.



Student receives scholarship award



Undergraduate Student Life



- Spiritual Activities 28
- Organizations 29
- Publications 29
- Social and Recreational Activities 29
- Athletics 30
- Residence 30
- Services 30
- Student Health Insurance Program 31
- Standards of Conduct 31
- Automobile Policy 31

Spiritual Activities

Devotional Life

Student Life

Grace University considers the student's personal spiritual life of utmost importance. Listed below are some of the opportunities for spiritual growth and development.

Daily quiet times are encouraged for all students.

Prayer Meetings are regularly scheduled in residence halls, and students are encouraged to share their mutual concerns with one another in hall meetings and voluntary Bible study and prayer times.

The World Intercession Network meets regularly to intercede for the worldwide outreach of the Gospel.

Prayer Rooms, located in the Student Center Building, are provided for the purpose of private prayer and mediation.

Days of Prayer in September and January devote entire mornings to inspirational and group prayer sessions.

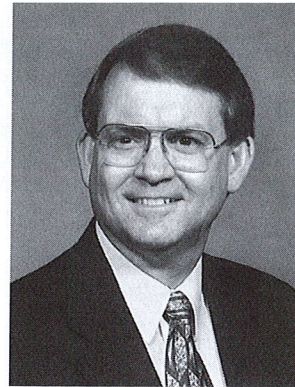
Chapel, a Grace family period of worship, edification, prayer, and other student activities, is led by faculty, students and special speakers. Challenges are given regularly by missionaries and mission representatives. Attendance is required.

Conferences

The *Fall Bible Conference* is held during the first semester and features systematic Bible study under the leadership of able exponents of the Word. Attendance is required.

The *World Christian Conference* is a highlight of the second semester. Missionaries and mission representatives, especially Grace alumni, from many organizations working in various parts of the world converge on campus. Opportunities for service presented by missionary personnel challenge students to consider serving Christ in different cultures. Attendance is required.

Fall Youth Fest provides opportunities for high school and college-age young people to visit the University campus. Besides visiting classes and sharing in workshops, guests have opportunities to live in residence halls, share in musical concerts and basketball games and hear outstanding youth speakers. Guests are invited to visit the campus on all weekdays to experience Grace family life firsthand. The Admissions Office welcomes advance contacts for scheduling tours, class visitation, etc.



Jared Burkholder
Dean of Students



Cindy Johnson
Associate Dean of Students

Extension Teams

The University schedules extension teams to serve in the Omaha and surrounding areas during the school year and throughout the United States and Canada during the summer months. Churches, schools, groups or individuals desiring student or faculty services should write or call the University Advancement office.

Organizations

The *Student Body Association (SBA)*, of which every student is a member, fosters spiritual growth and fellowship, promotes the welfare of the students, and directs student affairs. Its administration is carried out through an executive committee elected by the students.

Many students are provided leadership and avocational opportunities through the following committees and clubs: Spiritual Life, Social and Recreation, Youth Fest, Banquet, Civic and World Affairs, and Student Music Association.

The *Grace World Outreach (GWO)*, is an organization which promotes missionary interest in the student body. All the students are members of this organization. Chapel periods, prayer bands, financial support of missionaries and missionary scholarships are among the major activities of this organization.

Married Students Fellowship (MSF) is sponsored by the University as a ministry to married students. MSF sponsors social activities, seminars featuring the faculty, and a variety of other ministries specifically directed at married students. The fellowship also ministers to the wives of male students through a Bible study and occasional meetings of special interest.

The *Pastoral Ministries Fellowship (PMF)* is an organization which promotes camaraderie, service opportunities, field experiences, and exposure to seasoned pastors for students planning to serve as pastors.

The *Royal Flight Corps (RFC)*, is an organization consisting of the students enrolled in one of the aviation programs. The Corps provides opportunity for fellowship, mutual assistance and awareness of Christian ministry through aviation.

Publications

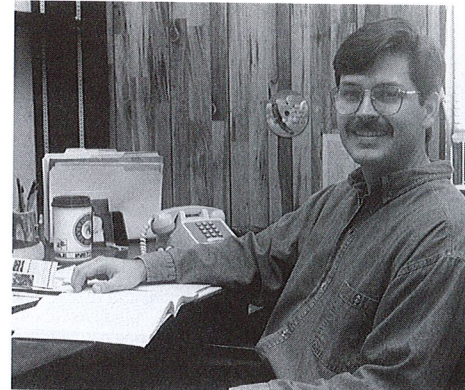
The *Charis* is the yearbook produced under the direction of a student editor. Other student staff members assist in this publication.

The *Graphai* is the student newspaper published four times a semester. A student editor and student writers produce the paper.

Social and Recreational Activities

Various social activities are available to students throughout the year. Included are sing and share times, picnics, class parties, films, banquets, and homecoming.

Intramural competition in various activities is provided for both men and women. The recreation room in Stanford Hall is available for table tennis, air hockey and table games.



Bill Watson
Assistant Dean of Students



GWO Executive Committee

Athletics

Grace University is a participating member in the National Christian College Athletic Association. Grace participates in intercollegiate competition in men's and women's basketball, women's volleyball and soccer. These activities provide for physical, moral and spiritual development. The annual Athletic Report is available upon request from the Academic Vice President's Office.

Residence

Single Students. All single students, except those living in their own homes within commuting distance, must reside in University residence halls and take their meals in the University dining hall. Each resident student is expected to take a minimum of 6 semester-credit-hours. Exceptions in residence requirements must be approved by the respective Student Deans.

Furnishings. Rooms are furnished with beds, desks, dressers, and chairs. Pillow cases and sheets are also provided by the University. Students furnish window curtains (except in Stanford Hall), small rugs, towels, pillows, blankets, and bedspreads. They also must furnish their own irons.

Married Students. The University has a number of furnished and unfurnished apartments. Married students should inquire at the Business Office regarding University housing, availability, rates, etc.

Services

Counseling. Students are assigned to members of the faculty who counsel and help them during their time at the University. Choosing the right program, selecting appropriate subjects, interpreting test results, and other academic and personal matters are areas in which special help is given. Academic grade reports are given to students by their counselors.

The Dean of Students and Associate and Assistant Dean of Students are responsible for student life in general. They provide special help to students in personal and social matters.

The services of the Counseling Center are also available to students who receive a referral slip from the student deans. A reduced fee is charged when students make standby appointments.

Part-time employment. The University maintains a bulletin board of jobs currently available to help students secure employment in the area. On-campus jobs are under the direction of the Vice-President for Business and Finance.

Bookstore. The Grace Bookstore maintains an excellent stock of Bibles, textbooks, reference materials and supplies.

Health. Medical care for minor illness is provided through the Health Office and the University nurse. More serious cases are referred to physicians or hospitals.

Student Health Insurance Program

Full-time and/or on-campus students are required to have health and accident insurance coverage through a privately-purchased plan or under a plan through their parents or guardians. Foreign students must have a plan through a United States based insurance company. The University Business Office can assist in directing individuals to a plan specifically designed for students.

Standards of Conduct

The University seeks to provide an atmosphere in which the students may earnestly give themselves to both academic pursuits and the development of Christ-like character. This is best accomplished when all students sense a deep responsibility for the welfare of one another and for the group as a whole. Members of the Grace family are asked to cheerfully submit to certain community standards. A copy of the Handbook is sent to each accepted student. A statement indicating the student has read the Handbook must be signed by each student prior to his/her enrollment at the University.

Students are expected to participate in edifying activities. Therefore the University reserves the right to prescribe and regulate music and entertainment appropriate for the Grace community (Col. 3:16). The University prohibits smoking, dancing, gambling and the use of illicit drugs and alcoholic beverages.

Student attire must be neat and appropriate for Christian testimony. Men's hair should be well-groomed and beards neatly trimmed. More specific dress and lifestyle standards appear in the current student handbook.

A student who persistently disregards University standards is asked to withdraw. The University reserves the right to dismiss any student whose attitude or behavior is not in harmony with University standards.

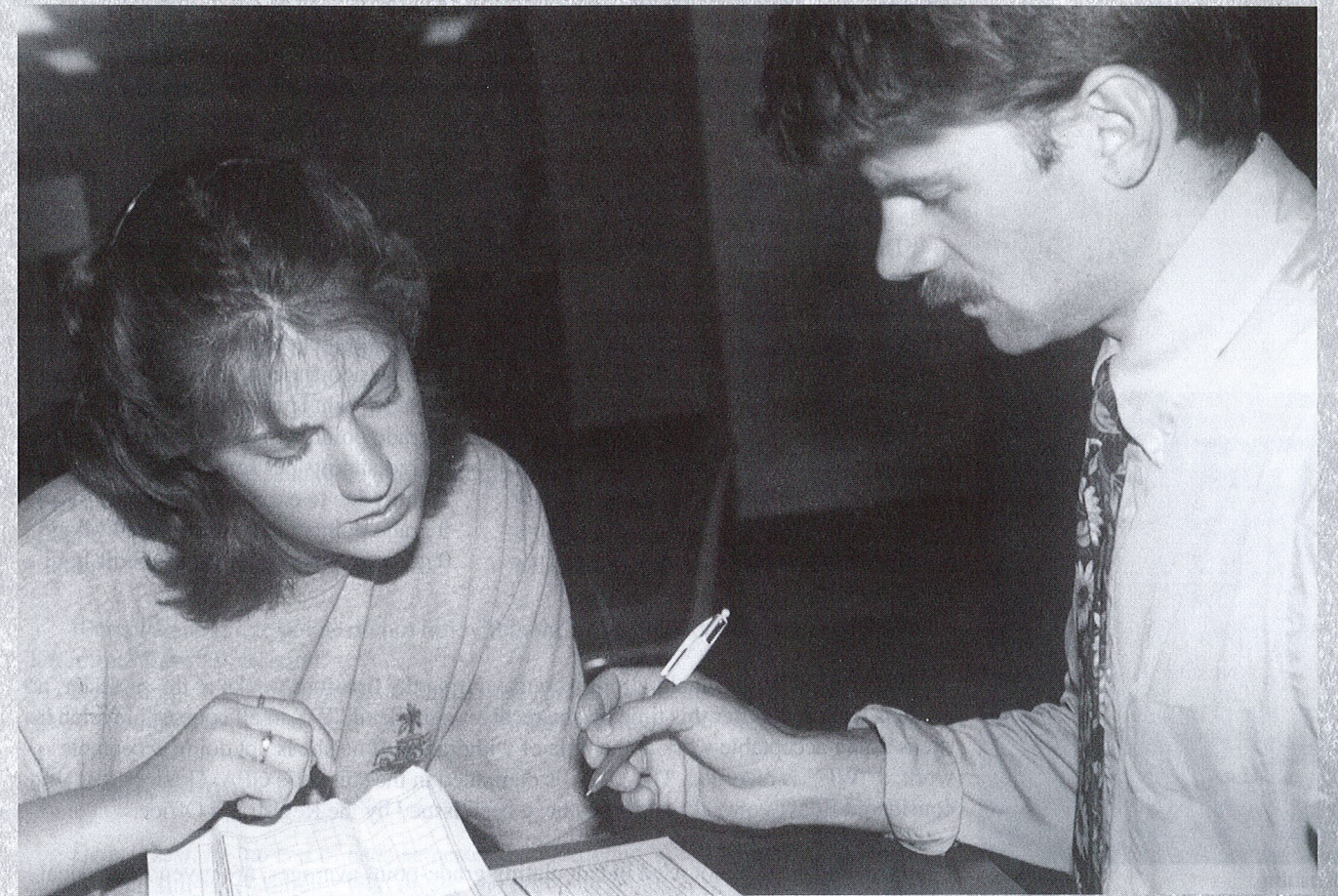
Automobile Policy

All students who operate a motor vehicle must register them with the Dean of Students at the beginning of each semester. All students must abide by University regulations governing the use of vehicles. Also, in compliance with Nebraska laws, vehicle owners must carry liability insurance and have valid operator licenses.





Academic Information for Undergraduate Programs



Scholastic Accreditation	34
Grading System	34
Grade Point System	34
Scholastic Probation	35
Classification of Students	35
Scholastic Honors	35
Graduation Requirements	36
Evangelical Training Diploma	37
Auditing	37
Private Tutorship	37
Class Attendance	37
Music Electives	38
Academic and Work Load	38
Independent Study Courses	38
Library	38
Programs Offered	39

Scholastic Accreditation

Grace University is an educational institution offering undergraduate work leading to several associate and baccalaureate degrees.

The University is accredited with the Commission on Institutions of Higher Education of the North Central Association and the Accrediting Association of Bible Colleges. Such recognition assures students that the University has clearly defined goals, and that these goals to a reasonable degree will be accomplished in their lives. Evangelical seminaries and graduate schools generally recognize the bachelor's degree earned at Grace University. In addition universities and colleges normally transfer credits for equivalent subjects when students change to other fields of study. (For other matters relative to academic standing see page 18.)

Grading System

The letter system of marking is used to indicate the student's achievement. The grading symbols together with their approximate percentage and grade point values are as follows:

A-excellent,	94-100%	4 grade points per semester-credit-hour
B-good,	87-93%	3 grade points per semester-credit-hour
C-acceptable,	78-86%	2 grade points per semester-credit-hour
D-poor,	70-77%	1 grade point per semester-credit-hour
F-failure,	below 70%	0 grade points per semester-credit-hour
FA		Failure due to excessive absences
P-pass		0 grade points per semester-credit-hour
S-satisfactory		0 grade points per semester-credit-hour
I-incomplete		
AU-audit		



Dr. Ron Rushing
Chair, Division of Biblical Studies

When a student officially drops a course during the first four weeks of the semester, no grade is recorded. After this time he/she receives a grade of "W" in all courses in which he/she is doing acceptable work at the time of withdrawal. If he/she is not doing acceptable work, a "WF" is recorded. The "WF" is computed in the student's GPA. Grades are considered final two weeks after they have been issued by the Registrar's Office.

Pass/Fail grades, not used in calculating grade-point averages, are given in physical education classes (except for Orientation to Total Fitness), Student Life Orientation, Married Student Seminar and music ensembles. If a student fails a Pass/Fail course, it is recorded as a "U". If he/she withdraws while doing unacceptable work, the grade is recorded as a "WU".

Unless a request in writing is presented to the Registrar's office at the time of registration, first semester grades are sent to the student's parents.

Grade Point System

A student's academic standing is computed by the numerical value assigned to each course grade. Every credit hour of A, for example, has the value of four points (see explanation under grading system). The total grade points earned, divided by the number of credit hours attempted, gives the grade point average. Graduation requirements and scholastic honors are determined on this basis. Subjects graded on a pass-fail basis are not included in the student's grade point average.

Scholastic Probation

A student's academic standing is determined by his grade point average. To be eligible to continue in school a student must have the following cumulative grade point averages as a minimum: after one semester, 1.5; after two or three semesters, 1.75; after four semesters and thereafter, 2.0. When a student's grade point average drops below that specified above he/she is placed on scholastic probation and may remain in school only by special permission of the Committee on Admissions and Retention.

V.A. benefits are generally withheld when a veteran is placed on academic probation. The Title IV benefits are withheld according to the guidelines presented on page 25.

Classification of Students

At the beginning of each school year the University classifies students on the basis of credits and grade points earned or transferred. These classifications are as follows:

- for students in the Bachelor degree programs:

Freshman	0- 24 credits.	No minimum grade points.
Sophomore	25- 55 credits.	Minimum grade points, 40.
Junior	56- 92 credits.	Minimum grade points, 100.
Senior	93-132 credits.	Minimum grade points, 180.
- for students in the Associate degree programs:

Freshman	0- 24 credits.	No minimum grade points.
Sophomore	25- 55 credits.	Minimum grade points, 40.
Senior	56- 94 credits.	Minimum grade points, 100.

If credits and grade points do not fall within the same division, the lower of the two determines the classification.

Depending on the program in which they are enrolled, students who qualify as seniors but do not intend to be graduated within the year are classified as sophomores or juniors.

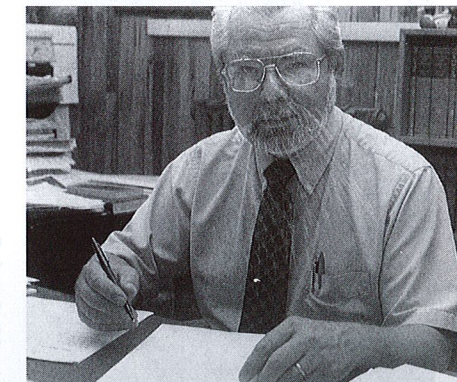
Scholastic Honors

Dean's List. At the end of each semester the Academic Vice-President posts the names of all full-time students who during the previous semester achieved a grade point average of 3.2 or over.

Delta Epsilon Chi. The faculty nominates a limited number of seniors for membership in Delta Epsilon Chi, the honor society sponsored by the Accrediting Association of Bible Colleges. To be eligible a senior must have earned a grade point average of 3.3 or over and manifested Christian character and leadership ability.

Graduation Honors. The University awards graduation honors to students who have earned a minimum of 62 semester-credit-hours at Grace University and who have achieved cumulative grade point averages as follows: "With Highest Honor," 3.8 or over, "With High Honor," 3.5-3.7, "With Honor," 3.2-3.4.

Who's Who Among Students in American Universities and Colleges. Each year a committee representing the administration, faculty and students makes recommendations to the faculty from the senior class to membership to Who's Who Among Students in American Universities and Colleges. Criteria used are scholarship, leadership, Christian character and promise of future usefulness. A certificate of recognition is awarded by the organization and presented by the University. A written description also appears in the annual publication of the organization.



Leonard Johnson
Associate Professor of English

Graduation Requirements

It is the responsibility of the student alone to assume that all requirements have been met prior to the deadline for graduation.

Character and Doctrine. Each student who is graduated from Grace University must give evidence of strong Christian character and soundness of doctrine. By writing their own doctrinal statement, candidates for graduation are expected to hold a doctrinal position generally consistent with the University's unabridged doctrinal statement and "We Believe" brochure. A preliminary evaluation is made by the faculty during the final semester of the junior year, but final approval for graduation is given during the last semester of the senior year. The University reserves the right to withhold graduation from any student who disqualifies himself in respect to character or doctrine at any time prior to commencement exercises.

Graduation Rate. The graduate rate for the 1992 Fall entering class (includes only full-time, first year students) was 63%.

Senior Assessment. Students graduating with associate or bachelor's degrees are required to verify that the Bible, General Education, and Professional objectives of their programs have been accomplished. Examples of assessment include a one-hour credit capping course called "Senior Integration", comprehensive examinations, projects and portfolios. Students should contact Division and Department Chairs for details.

Scholastic Rating. The student must satisfactorily complete the required subjects of the program chosen, have the prescribed number of semester-credit-hours and a grade point average of 2.0 or better.

Servant Leadership Training. Since the University seeks to train for effective service, it expects that students show commendable zeal and faithfulness in their Servant Leadership Training. Each student's total SLT experience is evaluated by the faculty in the final semesters of the junior and senior years. The diploma may be withheld on the basis of an unsatisfactory Servant Leadership Training record even though the student fulfills all other requirements.

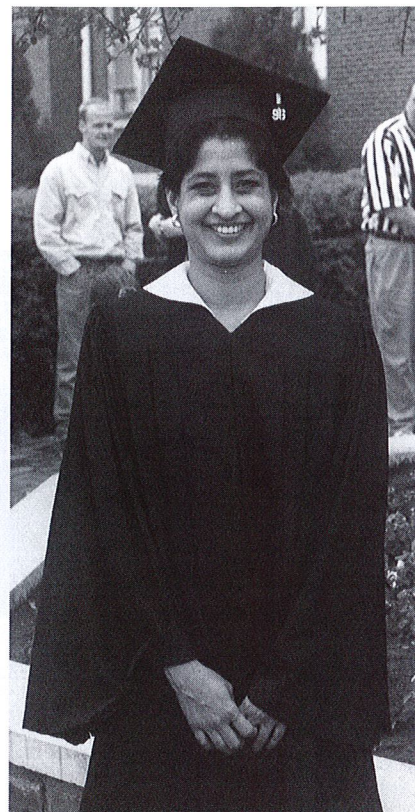
Residence. In order to provide the University with a realistic opportunity to evaluate all the requirements for graduation including Christian character, doctrinal position, scholastic rating and SLT experience, a student must complete at least thirty semester hours of credit at Grace University. The final fifteen hours of a student's program must be earned at Grace University.

Students who wish to earn a second degree at Grace University may do so providing (1) at least one year has lapsed between the granting of the two degrees and (2) subsequent to the completion of the first degree, at least fifteen additional hours are taken at Grace University.

Students who drop out with 15 or less hours remaining in their programs have one year following the semester they terminated to complete the program in which they were enrolled. After one year they must complete the program as structured in the current catalog and complete a minimum of 15 hours at Grace University.

Finances. See page 23, **General Financial Regulations.**

Participation. The University holds an annual spring graduation ceremony. Students completing their requirements the first semester or during the summer have the option of receiving their diplomas at those respective times or waiting until the spring commencement. Participation in commencement exercises is required of all graduating students except those who have completed early and elected to take their diplomas or have moved out of the community. Only those students who complete all graduation requirements are permitted to participate in the commencement exercises.



Students with deficient academic hours may request permission to participate in the graduation exercises only if the following situations apply: (1) they are completing *resident* work in another local college or university and the ending date of the *spring* semester does not coincide with the ending date of the spring semester at Grace University, (2) they are enrolled in the EXCEL program and have completed all requirements except for no more than six hours of the EXCEL core, or (3) they are enrolled in the Youth Ministry program at Grace University and the two required summer courses will be offered only after their senior year.

Exceptions. The faculty rules on any exceptions to the graduation requirements listed above.

Evangelical Training Diploma

Grace University is an active member of the Evangelical Training Association. All graduates, therefore, who complete the requirements receive the Association's Certification Diploma. Graduates of the professional ministry programs meet the requirements of the Diploma as a part of the regular course and students in other programs may qualify for the Diploma by completing twelve (12) semester hours of Bible and fifteen (15) semester hours of approved ministry courses.

An associate certification is available upon completion of 60 semester hours, including six (6) semester hours of Bible and six (6) semester hours of ministry courses.

Recipients of the Diploma have their names registered in the E.T.A. office and are qualified to conduct teacher training classes in local churches.

Auditing

In some cases students may wish to enroll in a course for informational purposes only. Although auditors are required to attend classes and come under the same general regulations as other students, they are not required to do the assignments or to take the examinations. No credit is given for courses audited. Since attendance is the basic requirement, when absences in an audited course are in excess of three times the number of class sessions per week, the student forfeits the right to have the class noted on the transcript. No appeals are permitted. Courses involving active participation, such as physical education classes and music ensembles, may not be audited. All auditors must have the approval of the Academic Vice-President. The fee is nonrefundable (see page 37).

Private Tutorship

In unusual circumstances a student's program may require that he/she take a course not offered during a given semester. It is possible to arrange to take this course by private tutorship, but prior approval is required from the instructor and the Academic Vice-President. A special fee is charged (see page 23).

Class Attendance

All students are expected to attend class. A student is permitted, without jeopardy to one's grade, as many absences per semester in each course as the class meets per week. When a student exceeds a week's worth of absences, however, the student's grade is dropped by one letter grade. (This means that for more than a week of absences, the best a student could earn in that class is a "B.") When a student exceeds two week's worth of absences, the student's grade is dropped by two letter grades, and so on. Exceptions are granted at the discretion of the instructor and are made only if more than a week of absences is caused by (1) injury or illness (verified by the nurse) to the student, (2) a

life-threatening hospitalization of a family member, (3) the death of a family member or close friend, or (4) participation in a University-sponsored activity (e.g., basketball, Chorale, drama). (See Student Handbook for other details concerning class attendance requirements.)

Music Electives

A maximum of four hours of applied music and four hours of ensemble is applied towards graduation in any of the non-music courses.

Academic and Work Load

The recommended academic load for each semester is indicated by the number of semester-credit-hours suggested in the various programs; usually this is 15-17 per week. Students may enroll in more than 18 semester-credit-hours only if their grade point average the previous semester was 2.8 or over, and if they receive special permission from the Academic Vice-President. Credits earned in music are counted toward the maximum load.

The employment load assumed by each student should be only as many hours as absolutely necessary to pay actual school expenses. New students are limited to approximately 24 hours of employment per week for the first year. Married students who need employment in excess of 28 hours per week should plan to carry a reduced academic load.

All students should maintain a proper balance between academic load and employment. Returning students enrolled in 16 semester-credit-hours may not be employed more than 28 hours per week. When increased responsibility makes additional work necessary, the student should adjust his academic load accordingly. The Dean of Students rules on all exceptions.

Independent Study Courses

Courses taken by independent study from Grace University or from another approved school may apply toward graduation if a grade of "C" or above is achieved. Students are required to write the final examinations available from the school offering the courses. A limit of 21 credit hours of such work may be applied to a single program. All work must be completed by April 1st of the year of graduation. Independent study courses must be approved by the Academic Vice-President.

Independent Study classes offered by Grace University include:

- Life of Christ
- Church History
- Prophets I
- I Corinthians
- Introduction to Philosophy
- Romans
- Introduction to Biblical Counseling

Independent Studies at Grace need to be completed 18 weeks from the date of registration.

Library

The library contains regular library tables and study carrels with a seating capacity of about 175. The library contains a collection of 40,000 books, cassettes, videos, recordings, microfiche, and CD-ROMs. It also subscribes to about 250 periodicals. The collection is computerized and students can access other collections through reciprocal borrowing agreements with other colleges and universities. Internet access is also available.

Undergraduate Programs Offered

- **One year certificate programs**
Biblical Studies

- **Associate degree programs:**

Degree	Field
Associate in Biblical Studies	Biblical Studies
Associate of Arts	Biblical Studies-General Education

- **Bachelor's degree programs:**

Second Major	Concentration
<input type="checkbox"/> BIBLE DEPARTMENT B.S. Bible Humanities	
<input type="checkbox"/> CHRISTIAN COUNSELING DEPARTMENT B.S. Human Development and Family Studies	
<input type="checkbox"/> CHRISTIAN EDUCATION DEPARTMENT B.S. Christian Education	Christian Education Youth Ministry Christian Camping
<input type="checkbox"/> COMMUNICATIONS DEPARTMENT B.S. Communication B.S. Communication	Broadcast Journalism/Writing
<input type="checkbox"/> CROSS-CULTURAL MINISTRY DEPARTMENT B.S. Intercultural Ministry B.A. Intercultural Ministry B.S. Vocational/Technical B.S. Rescue Ministry	Individualized Intercultural Ministry
<input type="checkbox"/> MANAGEMENT DEPARTMENT B.S. Management B.S. Management and Organizational Leadership	
<input type="checkbox"/> MUSIC DEPARTMENT B.S. Music	
<input type="checkbox"/> PASTORAL MINISTRY DEPARTMENT B.A. Pastoral Ministry B.A. History-Philosophy	

- COOPERATIVE PROGRAMS

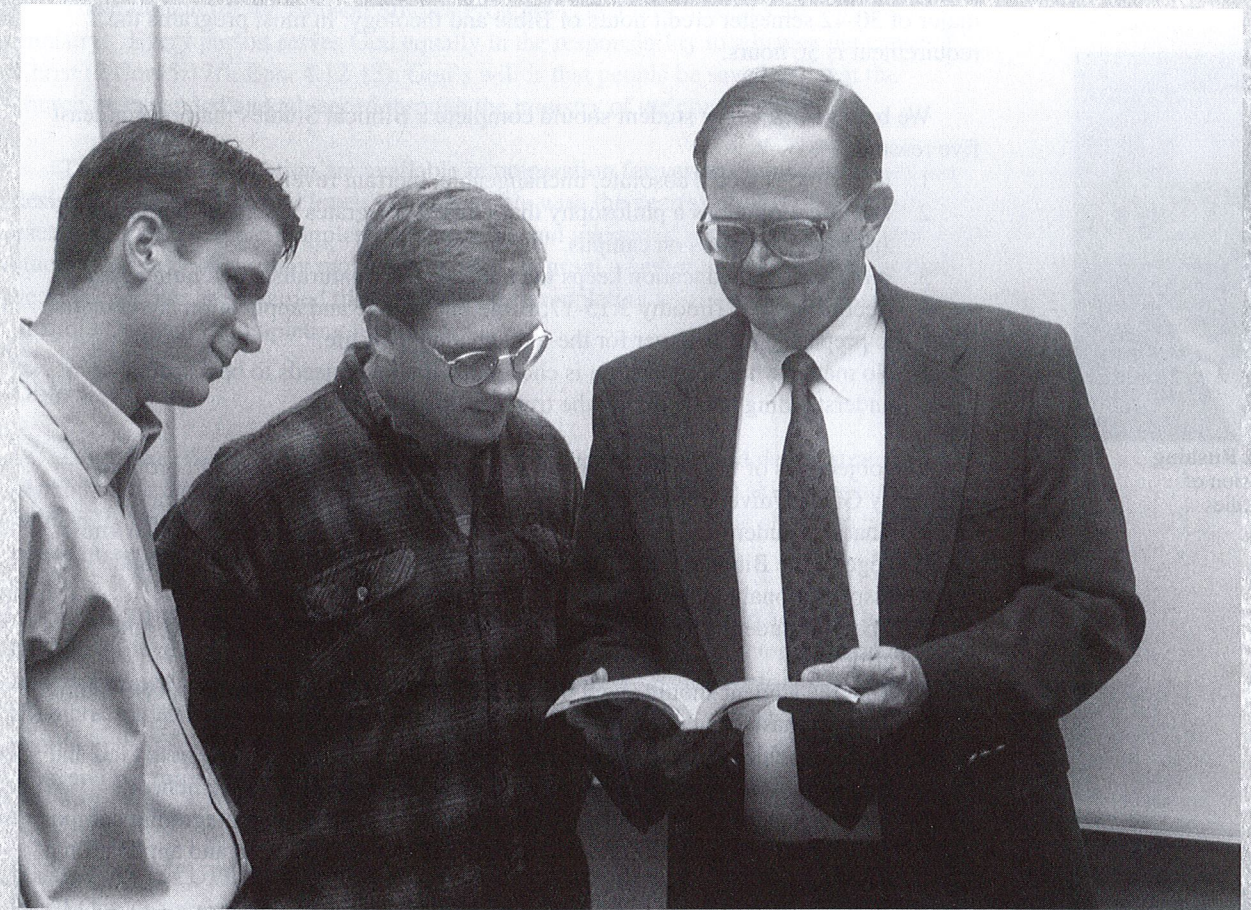
Iowa Western Community College	
Associate in Biblical Studies	Vocational Technical
Biblical Studies	Vocational Technical
Aviation	Maintenance Technology
Aviation	Flight Training
Aviation	Maintenance Technology and Flight Training

- Nursing

Bellevue University
Accounting
American History
Computer Information Science
European History
Mathematics
Political Science
Psychology
Sociology
Spanish
Studio Art

Peru State College
Elementary Education
Music Education

Undergraduate Academic Programs

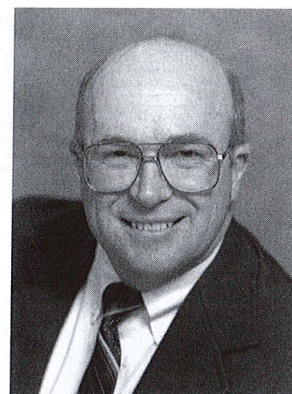


Division of Biblical Studies	42
Biblical Studies Programs	43
Bible Arts Program	45
Bible/Humanities Program	46
Division of General Studies	48
Division of Professional Studies	48
Christian Education Department	49
Communications Department	53
Counseling Department	57
Cross-Cultural Ministry Department	60
Management Department	66
Music Department	73
Pastoral Ministry Department	76
Cooperative Programs	80
Cooperative Associate in Bible Degree Program	81
Cooperative Bachelor of Science Degree Program	83
Aviation Cooperative Programs	84
Nursing Cooperative Program	90
Elementary Education	92
Music Education	95



Division of Biblical Studies

At Grace University, the Bible is the center of the entire curriculum. Nothing is more important for the believer than knowledge and application of the Bible. Accordingly, all graduates of Bachelor and some Associate degree programs are required to complete a major of 30-42 semester credit hours of Bible and theology. In most programs the requirement is 36 hours.



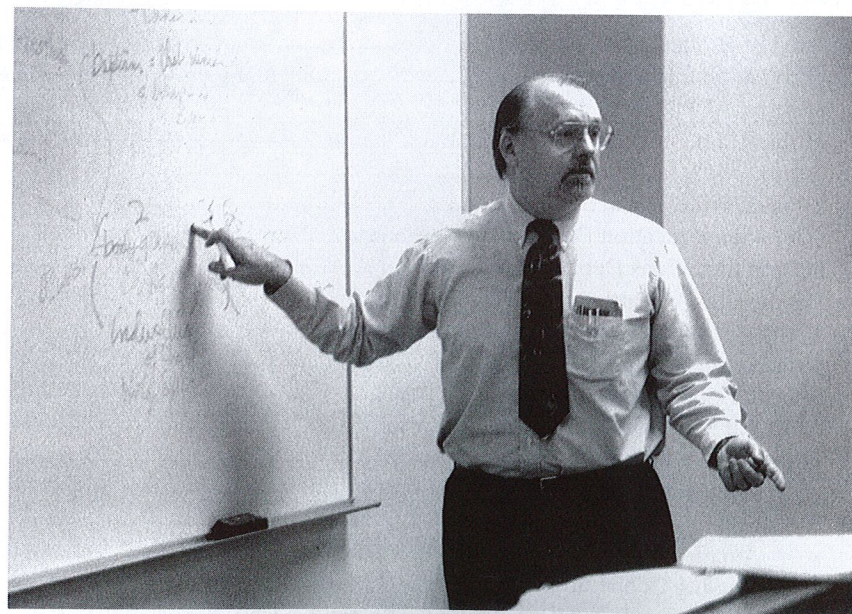
Dr. Ronald Rushing
Chair, Division of
Biblical Studies

We believe that every student should complete a Biblical Studies major for at least five reasons:

1. The Bible is God's absolute, unchangeable, inerrant revelation.
2. The Bible provides a philosophy that unifies, integrates and gives purpose to that which happens on campus.
3. Bible-centered education keeps the believer from naturalism and humanism.
4. According to 2 Timothy 3:15-17, Bible knowledge and application are essential to preparing the believer for the total challenge of life.
5. No matter what life vocation is chosen, the believer needs to be a specialist in understanding and applying the truths of the Bible.

The objectives of the Division of Biblical Studies are applicable to all programs offered by Grace University and are listed below rather than with each program:

1. That the student should comprehend the meaning of Scripture through a knowledge of the Biblical facts, interpretive principles, doctrinal teachings, and dispensational plan of Scripture.
2. That the student should give evidence of the ability to think logically and critically.
3. That the student should show proficiency in the independent study of Scripture through mastery of various methods and tools of Bible study.
4. That the student should demonstrate love, respect, and commitment to God and His Word through prayer, worship, personal Bible study and obedience.
5. That the student should utilize Scripture as a foundation and integrating component for all of life and education through repeated exposure to and application of its teachings.
6. That the student should effectively communicate the teaching of Scripture.



Dr. Stan Udd, Professor of Bible and Librarian

BIBLICAL STUDIES PROGRAMS

(Certificate or Associate Degree)

Purpose

The rationale for the Biblical Studies Program is that all Christians are called to ministry. Every person serves God equally in the responsibility to advance the cause of Christ (2 Cor. 5:17ff, Eph. 4:12-13). God's will is that people be saved and that the church be expanded and advanced through the ministry of the congregation.

Two levels of education are available in preparation for various ministries. They are designated first and second levels commensurate with the year(s) needed to complete each one. The levels are completely compatible and integrated with each other so that students may decide as they move through the program whether to complete one or two years. Graduates are awarded the Certificate for completing level one and the Associate in Bible Degree for completing level two.

Objectives

Level One (Certificate). Students who complete level one should demonstrate (1) a general understanding of Scripture, (2) a sense of world mission, (3) skill in personal witness, (4) a Christian understanding of human behavior, and (5) the ability to communicate effectively.

Level Two (Associate in Bible Degree). Graduates of level two, in addition to the benefits of level one, should demonstrate (1) greater maturity in the interpretation and understanding of the Bible, (2) a basic understanding of the major doctrines of Scripture, (3) increased ability to communicate effectively, (4) the ability to work effectively with people in the local church, (5) developed in some general studies or specialized ministry area, and (6) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).

BIBLICAL STUDIES PROGRAM

Level One - Certificate

Required Courses				Total credits 32		
Biblical/Theology Subjects		Total 18 credits	General Education Subjects		Total 9 credits	
BI	101 Old Testament 1	3	SP	120 Speech Communications	3	
BI	112 Old Testament 2	3	PE	101 Orientation to Total Fitness	1	
BI	103 Foundations of Bible Study	3	PE	Electives	1	
BI	104 Survey of Epistles	3	SS	100 General Psychology	3	
BI	Bible Elective	6	SS	101 Student Life Orientation	1	
				Leadership Core Subjects		Total 5 credits
				LC	101 World Christian	2
				LC	102 Evangelism and Apologetics	3

SUGGESTED COURSE SCHEDULE					
Dept.		Credit	Dept.	Credit	
BI	101 Old Testament 1	3	BI	112 Old Testament 2	3
BI	103 Foundations of Bible Study	3	BI	104 Survey of Epistles	3
BI	Bible/Theology Elective	3	BI	Bible/Theology Elective	3
LC	101 World Christian	2	LC	102 Evangelism and Apologetics	3
SS	100 General Psychology	3	SP	120 Speech Communications	3
SS	101 Student Life Orientation	1	PE	Elective	1
PE	101 Orientation to Total Fitness	1	SLT	102 Servant Leadership Training	
SLT	101 Servant Leadership Training				

BIBLICAL STUDIES PROGRAM
Level Two - Associate in Bible Degree

Required Courses **Total credits 64**

Biblical/Theology Subjects		Total 30 credits
BI 101 Old Testament 1		3
BI 112 Old Testament 2		3
BI 103 Foundations of Bible Study		3
BI 104 Survey of Epistles		3
BI 202 Prophecies 1		3
BI 204 Gospels		3
BI Bible Elective		6
TH 211-212 Doctrine 1,2		6

General Education Subjects		Total 18 credits
EN 111 English Comp. 1		3
SP 120 Speech Communications		3
PE 101 Orientation to Total Fitness		1
PE Electives		3
SS 100 General Psychology		3
SS 101 Student Life Orientation		1
General Education Electives		4

Leadership Core Subjects		Total 14 credits
LC 101 World Christian		2
LC 102 Evangelism and Apologetics		3
LC 200 Principles & Methods of Teaching		3
LC 201 Local Church Ministry		3
LC 301 Princ. of Leadership & Management		3

Elective Subjects		Total 2 credits

SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
BI Bible Elective	3	BI Bible Elective	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
SS 100 General Psychology	3	SP 120 Speech Communications	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orient. to Total Fitness	1	SLT 102 Servant Leadership Training	1
SLT 101 Servant Leadership Training			

Second Year			
TH 211 Doctrine 1	3	BI 202 Prophecies 1	3
EN 111 English Comp. 1	3	BI 204 Gospels	3
LC 201 Local Church Ministry	3	TH 212 Doctrine 2	3
LC 301 Princ. of Lead. & Management	3	LC 200 Princ. & Methods of Teaching	3
PE Elective	1	PE Elective	1
General Education Elective	4	Elective	2
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

BIBLE ARTS PROGRAM
(Biblical Studies, General Education)

Students who complete this two-year program usually plan to transfer to another college or university to complete a Bachelor's degree in a non-Biblical field. Students who complete the Bible Arts program should have (1) a basic understanding of the Bible and Theology, (2) a sense of world mission, (3) skill in personal witness, and (4) a Christian understanding of the basic areas of general education.

ASSOCIATE OF ARTS DEGREE

Required Courses **Total credits 63**

Biblical/Theology Subjects		Total 21 credits
BI 101 Old Testament 1		3
BI 112 Old Testament 2		3
BI 103 Foundations of Bible Study		3
BI 104 Survey of Epistles		3
BI 202 Prophecies 1		3
TH 211-212 Doctrine 1,2		6

General Education Subjects		Total 34 credits
EN 111-112 English Comp. 1,2		6
SP 120 Speech Communications		3
HU 381 English Literature		
HU 382 American Literature		3
NS 341 Principles of Biology		4
PE 101 Orientation to Total Fitness		1
PE Elective		1
SS 100 General Psychology		3
SS 101 Student Life Orientation		1
SS 331-332 World Civilization 1,2		6
Electives		6

Leadership Core Subjects		Total 8 credits
LC 101 World Christian		2
LC 102 Evangelism and Apologetics		3
LC 201 Local Church Ministry		3



SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 100 General Psychology	3	SP 120 Speech Communications	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orient. to Total Fitness	1	SLT 102 Servant Leadership Training	1
SLT 101 Servant Leadership Training			

Second Year			
TH 211 Doctrine 1	3	BI 202 Prophecies 1	3
LC 201 Local Church Ministry	3	TH 212 Doctrine 2	3
HU 381 or General Education Elective ¹	3	SS 332 World Civilization 2	3
SS 331 World Civilization 1	3	HU 382 or General Education Elective ¹	3
NS 341 Principles of Biology	4	General Education Elective	3
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

¹ Students may choose either HU 381 or 382

BIBLE/HUMANITIES PROGRAM

Bachelor of Science Degree

(Biblical Studies Major, Individualized Major)

This program is recommended for students who desire to complete a sound Biblical education as preparation for graduate work in a non-Biblical field or as a basis for an undergraduate major in a field not offered at Grace University. In addition to the Bible major, this program offers a strong general education component and 21 open elective hours.

Completion of this program should result in the students being established in the Scriptures and deepened in their personal and spiritual lives. They should, therefore, be equipped to understand and integrate biblical truth with their chosen graduate or undergraduate major. In addition, they should be prepared to serve God effectively in church related ministries through various volunteer or leadership roles.

The students who complete this program should be able to: (1) give evidence of having an adequate background in general education for further study, (2) demonstrate an understanding and proper evaluation of the trends of thought and ideologies of the day, (3) interpret the past and present in order to see the guiding hand of God in the affairs of men, (4) fulfill the objectives of the Biblical Studies Division (as presented on p. 42 of the catalog), (5) fulfill the objectives of the General Education Division (as presented on p. 48 of the catalog), and (6) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).

This program is also the basis for articulation agreements with Bellevue University and the University of Nebraska at Omaha whereby students can pursue second majors in several areas including Business and Social Work.

Required Courses **Total credits 126**

Biblical/Theology Subjects		Total 36 credits	Leadership Core Subjects		Total 15 credits
BI 101 Old Testament 1	3		LC 101 World Christian	2	
BI 112 Old Testament 2	3		LC 102 Evangelism and Apologetics	3	
BI 103 Foundations of Bible Study	3		LC 200 Principles & Methods of Teaching	3	
BI 104 Survey of Epistles	3		LC 201 Local Church Ministry	3	
BI 202 Prophecies 1	3		LC 301 Princ. of Leadership & Management	3	
BI 204 Gospels	3		LC 402 Senior Integration		
BI 401 Romans	3				
BI 403 Prophecies 2	3				
BI Bible Elective	3				
TH 211-212-314 Doctrine 1,2,3	9				
General Education Subjects		Total 54 credits			
EN 111-112 English Comp. 1,2	6				
SP 120 Speech Communications	3				
HU 221 Introduction to Philosophy	3				
HU 412 Apologetics	3				
HU 414 Ethics	3				
NS 341 Principles of Biology	4				
NS 342 Physical Science	3				
PE 101 Orientation to Total Fitness	1				
PE Electives	3				
SS 100 General Psychology	3				
SS 101 Student Life Orientation	1				
SS 214 Cultural Anthropology	3				
SS 231 Church History	3				
SS 331-332 World Civilization 1,2	6				
SS 431-432 American Civilization 1,2	6				
MU 210 Fundamentals of Music or					
MU 220 Phil. of Christian Music	3				



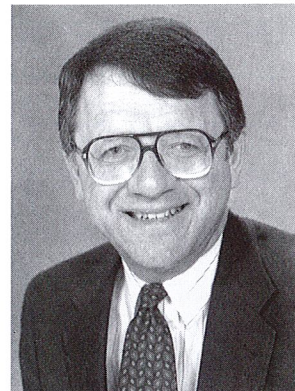
SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 100 General Psychology	3	SP 120 Speech Communications	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			
Second Year			
TH 211 Doctrine 1	3	BI 202 Prophecies 1	3
LC 201 Local Church Ministry	3	BI 204 Gospels	3
SS 231 Church History	3	TH 212 Doctrine 2	3
MU 210 or 220	3	LC 200 Princ. & Methods of Teaching	3
HU 221 Introduction to Philosophy	3	SS 214 Cultural Anthropology	3
PE Elective	1	PE Elective	1
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	
Third Year			
LC 301 Princ. of Leadership & Manag.	3	TH 314 Doctrine 3	3
NS 341 Principles of Biology	4	HU 414 Ethics	3
SS 331 World Civilization 1	3	NS 342 Physical Science	3
Electives	6	SS 332 World Civilization 2	3
SLT 301 Servant Leadership Training		Electives	3
		SLT 302 Servant Leadership Training	
Fourth Year			
BI 401 Romans	3	BI Bible Elective (300-400 Series)	3
BI 403 Prophecies 2	3	LC 402 Senior Integration	1
SS 431 American Civilization 1	3	HU 412 Apologetics	3
Electives	6	SS 432 American Civilization 2	3
SLT 401 Servant Leadership Training		Electives	6
		SLT 402 Servant Leadership Training	



Division of General Education

In addition to the requirements of Biblical and professional education, Grace University maintains a Division of General Education to offer basic courses in the disciplines of human knowledge and to integrate them into the total curriculum. Each of these subjects is taught from a Bible-centered point of view. Thus the Bible is the integrating principle by which the various fields of knowledge are interpreted and applied to human needs.



Dr. Jim Eckman
Academic Vice-President
and Dean of the College

The objectives of the General Education Division are applicable to most programs offered by the University and are listed below rather than with each program: (1) that the student should demonstrate the development of an integrated world and life view that includes a comprehensive knowledge of the Bible and a broad knowledge of man including his history, his culture and his environment, (2) that the student should exhibit proficiency in reading, writing, listening, and speaking skills, (3) that the student should display an understanding of human nature and the behavior of individuals and groups, (4) that the student should give evidence of the ability to think logically and critically, (5) that the student should demonstrate that he/she is an informed, participating citizen that evidences righteousness and integrity, (6) that the student should develop an aesthetic sense through an exposure to the humanities, (7) that the student should display a Biblically-informed appreciation for the human body through involvement in an individualized fitness program and exposure to activities that have immediate and life-long benefits, (8) that the student should demonstrate competence in the skills of analysis and synthesis sufficient enough to produce an acceptable research paper/project, (9) that the student should evidence a basic understanding of scientific knowledge and method, and (10) that the student should exhibit computer proficiency.

The course descriptions are presented on page 101.

Division of Professional Studies

Leadership Development

Grace University is committed to building leaders for the church, for the home and for the world. The University believes that leaders (1) should be world Christians, (2) should be able to present and defend the faith, (3) should know how to communicate Biblical truth, (4) should understand the role of the church, and (5) should demonstrate a mastery of the principles of leadership. To accomplish these objectives, Leadership Core courses are required in all bachelor and associate degree programs. The objectives of the Leadership Core component are applicable to most programs offered by the University and are listed above rather than with each program. A list of these courses with descriptions is presented on page 119.

CHRISTIAN EDUCATION DEPARTMENT

The University offers three concentrations designed to prepare students for Christian Education ministries. They lead to the following degrees: (1) the Bachelor of Science with a 32-hour major in Christian Education, (2) the Bachelor of Science with a concentration in Youth Ministry, and (3) the Bachelor of Science with a concentration in Christian camping.

The general objectives of the Christian Education Department are (1) that the student should demonstrate a basic understanding of the philosophy of Christian education; (2) that the student should demonstrate the necessary skills for effectively communicating the Bible to various age groups; (3) that the student should demonstrate interpersonal and relationship skills; (4) that the student should exhibit organizational, administrative, and servant leadership skills; and (5) that the student should manifest necessary skills for continuing Christian education ministry.

Three concentrations are available in the Christian Education Department--the Christian Education major, the Youth Ministry major, Camping major. The description and objectives of each follow.

CHRISTIAN EDUCATION MAJOR CONCENTRATION Bachelor of Science Degree (Biblical Studies Major, Christian Education Major)

This concentration is designed for the student who desires to major in religious education in preparation for entrance to a Christian education ministry in the local church or other Christian organizations. The program, therefore, is generally regarded as terminal in nature. The student who completes this program should be able to: (1) assume the responsibilities of a full-time Church Education ministry, (2) organize and administer a total educational program, (3) minister with people as a servant-leader, (4) teach for response at all age levels, (5) fulfill the objectives of the Biblical Studies Division (as presented on p. 42 of the catalog), (6) fulfill the objectives of the General Education Division (as presented on p. 48 of the catalog), and (7) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).

YOUTH MINISTRY CONCENTRATION Bachelor of Science Degree (Biblical Studies Major, Christian Education Major)

This concentration is designed for the student who wishes to be involved in youth ministry in the local church or in a youth para-church organization. This program is generally regarded as terminal in nature. The student who completes this program should be able to: (1) minister with youth in meeting their needs, (2) show proficiency in the skills of youth programming, (3) develop lay and youth leadership in youth ministry, (4) function as an associate staff in a local church or para-church organization, (5) minister with people as a servant-leader, (6) fulfill the objectives of the Biblical Studies Division (as presented on p. 42 of the catalog), (7) fulfill the objectives of the General Education Division (as presented on p. 48 of the catalog), and (8) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).



Dr. Greg Carlson
Chair, Christian Education
Department and Dean,
Grace College of
Graduate Studies

CHRISTIAN CAMPING CONCENTRATION
Bachelor of Science Degree
(Biblical Studies Major, Christian Education Major)

This concentration is designed for students who desire to work in a Christian camp or related ministry. This program is being offered in cooperation with Camp Forest Springs located in Westboro, Wisconsin. The camp site covers over 500 acres along the shores of James Lake. The camp program is strongly evangelical in faith and practice and is operated under very capable leadership. While the students are completing the first two years at Grace University, they make application for admission to Camp Forest Springs. Students who apply should visit the camp prior to acceptance into the program. (This is usually arranged through the camp and the Chair of Christian Education during the fall semester of the Sophomore year.) Applicants must have at least a 2.5 grade point average, be recommended by the Christian Education Chair, and be approved by Camp Forest Springs. Those selected spend the third year at the camp site in Wisconsin. The experiences of this year are carefully designed to expose the students to all of the operational areas of a year-round Christian camp. The fourth year the students return to the University campus to complete the program.

The student who completes this program should be able to: (1) manifest the attitude of a servant-leader, (2) provide evidence of proficiency in the skills of Christian camping, (3) organize and administer a Christian camping program, (4) fulfill the objectives of the Biblical Studies Division (as presented on p. 42 of the catalog), (5) fulfill the objectives of the General Education Division (as presented on p. 48 of the catalog), and (6) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).



CHRISTIAN EDUCATION DEPARTMENT
Bachelor of Science Degree
(Biblical Studies Major, Christian Education Major)

Required Courses **Total credits 124/127/128**

Biblical/Theology Subjects		Total 36 credits	Youth Ministry Concentration (20 credits)	
BI 101 Old Testament 1	3		CE 310 Leadership & Disc. in Youth Ministry	3
BI 112 Old Testament 2	3		CE 341 CE Field Experience	1
BI 103 Foundations of Bible Study	3		CE 400 Ministry Skills Development	3
BI 104 Survey of Epistles	3		CE 442 CE Field Work	3
BI 202 Prophecies 1	3		Youth or CE Electives	10
BI 204 Gospels	3			
BI 401 Romans	3			
BI 403 Prophecies 2	3			
BI Bible Elective	3			
TH 211-212-314 Doctrine 1,2,3	9			

General Education Subjects		Total 47/48 credits	Christian Camping Concentration (29 credits)	
EN 111-112 English Comp. 1,2	6		CA 300 Camp Management	3
SP 120 Speech Communications	3		CA 310 Camp Maintenance	3
HU 221 Introduction to Philosophy	3		CA 320 Promotion and Public Relations	3
HU 414 Ethics	3		CA 330 Food Service Management	3
¹ CS 130 Intro. to Computer Applications	3		CA 340 Camp Counseling	2 or 3
^{2,3} NS 341 Principles of Biology/NS 342 Phy. Science or			CA 341 Camp Organization ⁶	6
^{2,3} FL 351-352 Greek Grammar 1,2	6/7		CA 342 Camp Administration ⁷	3
PE 101 Orientation to Total Fitness	1		CA 350 Camp Programming	4 or 5
PE Electives	3		CA 370 Camp Safety	1
SS 100 General Psychology	3			
SS 101 Student Life Orientation	1			
SS 214 Cultural Anthropology	3			
SS 231 Church History	3			
SS 331-332 World Civilization 1,2	6			
MU 210 Fund. of Music or MU 220 Phil. of Christian Music	3			

¹Students demonstrating computer proficiency, may substitute an open elective.
²Students may choose either natural science or foreign language.
³Camping concentration--only Physical Science is required resulting in 44 Gen. Ed. credits, and 124 total credits.

⁵Taken during the third or fourth year at Camp Forest Springs
⁶Replaces Core Age Group Specialities
⁷Replaces Core Hist. & Phil. of Education

Leadership Core Subjects		Total 9 credits	Electives:	
LC 101 World Christian	2		SS 211 Human Growth and Development	3
LC 102 Evangelism and Apologetics	3		SS 313 Marriage and the Family	3
LC 201 Local Church Ministry	3		CE 301 CE of Youth	3
LC 402 Senior Integration	1		CE 302 CE Programming	3
			CE 310 Leadership and Discipleship in Youth Ministry	3
			CE 312 CE of Children	3
			CE 321 Instructional/Technology in CE	3
			CE 322 Camping	3
			CE 341 CE Field Experience	1
			CE 342 CE Field Experience II	1
			CE 400 Ministry Skills Development	3
			CE 401 CE of Adults	3
			CE 430 CE Research/Practicum	2 or 3
			CE 442 CE Field Work	3

Christian Education Major		Total 35 credits
Christian Education Core (15 credits)		
LC 200 Princ. & Methods of Teaching	3	
LC 301 Princ. of Lead. & Management	3	
CE 301/312/401 CE of Youth/Children/Adults	6	
⁴ (Select Two)		
CE 402 History and Phil. of Christian Education	3	

⁴CE 301 required in Youth Ministry Concentration

Christian Education Concentration (20 credits)

CE Electives	5
CE 341 CE Field Experience	1
CE 442 CE Field Work	3
Electives (CE or other prof. ministries)	11

SUGGESTED COURSE SCHEDULE

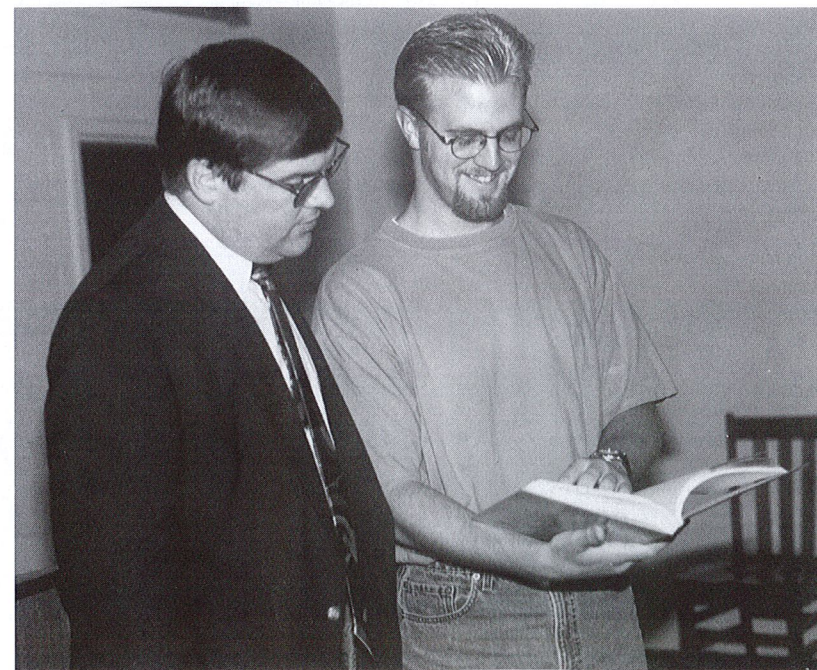
First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SP 120 Speech Communications	3	SS 100 General Psychology	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

Second Year			
Dept.	Credit	Dept.	Credit
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	BI 202 Prophecies 1	3
SS 231 Church History	3	BI 204 Gospels	3
MU 210 or 220	3	LC 200 Princ. & Meth. of Teaching	3
HU 221 Introduction to Philosophy	3	SS 214 Cultural Anthropology	3
PE Elective	1	PE Elective	1
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

Third Year			
Dept.	Credit	Dept.	Credit
LC 301 Prin. of Lead. & Management	3	TH 314 Doctrine 3	3
¹ CS 130 Intro. to Comp. Applications	3	SS 332 World Civilization 2	3
SS 331 World Civilization 1	3	² NS 342 or FL 352	3
² NS 341 or FL 351	4/3	CE 312 or 402	3
CE 301 or 401	3	CE Concentration	3
SLT 301 Servant Leadership Training		SLT 302 Servant Leadership Training	

CE 310 Leadership and DISC in Youth Ministry *or*
 CE 400 Ministry Skills Development
 (completed during the Wintersession or summer)
 CE 442 Christian Education Field Work 3 credits
 (completed during the summer)

Fourth Year			
Dept.	Credit	Dept.	Credit
BI 401 Romans	3	BI Bible Elective (300-400 Series)	3
BI 403 Prophecies 2	3	LC 402 Senior Integration	1
CE 401 or 301	3	HU 414 Ethics	3
CE Concentration	8	CE 402 or 312	3
SLT 401 Servant Leadership Training		CE Concentration	6
		SLT 402 Servant Leadership Training	



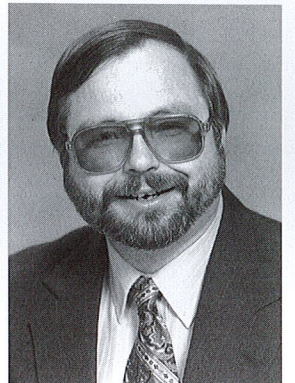
COMMUNICATIONS DEPARTMENT

**Bachelor of Science Degree
 (Biblical Studies Major, Communications Major)**

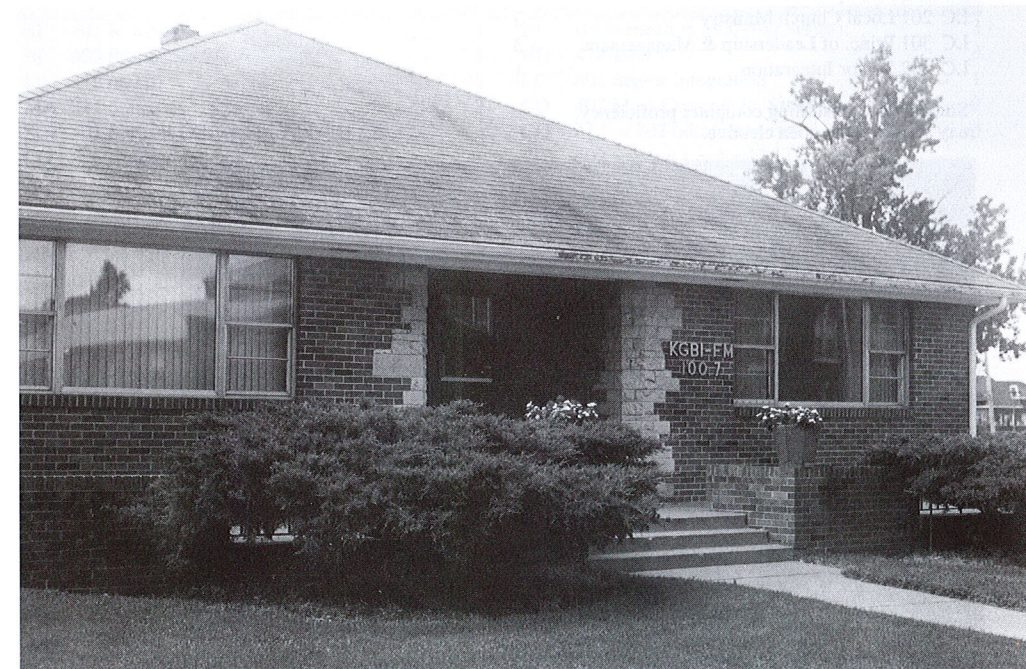
The Communications Department blends courses which integrate a Biblical view of communication theory and strategy with practical skills in Broadcasting and Journalism/Writing. It is designed to prepare students for a career in Christian media and for further study in Mass Communications.

The major consists of 134 hours and leads to a Bachelor of Science Degree. The foundation of the program is a Biblical Studies major with a leadership core of 15 hours, and General Education subjects of 48 hours. The students may then choose a concentration in either Broadcasting or Journalism/Writing of 35 hours. As part of their major the students gain valuable experience through the student radio station, the Grace University Yearbook, and through field work. Students are also encouraged to apply for available positions at the University radio station, KGBI. KGBI is a non-commercial 100,000 watt FM station which received the National Religious Broadcasters "Station of the Year" award in 1997.

The student who completes this major should be able to: (1) demonstrate the ability to develop a Biblically based communication strategy to evangelize or disciple a specified target group, (2) demonstrate through class assignments and internship opportunities the professional and leadership skills necessary to independently prepare, produce, and present mass communication content primarily for Christian media or church-related organizations, (3) demonstrate knowledge of the terminology associated with the U.S. mass communications system, (4) demonstrate adequate background for further study in mass communications, (5) fulfill the objectives of the Biblical Studies Division (as presented on page 42 of the catalog), (6) fulfill the objectives of the Education Studies Division (as presented on page 48 of the catalog), and (7) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).



Dr. Ronald Shope
 Chair, Communications
 Department



COMMUNICATIONS DEPARTMENT

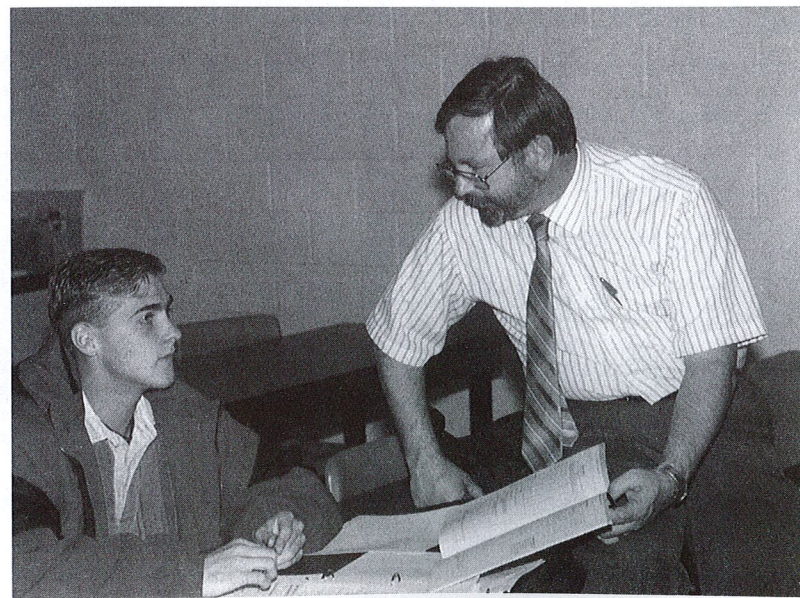
Bachelor of Science Degree

(Biblical Studies Major, Communications Major)

Required Courses **Total credits 133**

Biblical/Theology Subjects		Total 36 credits	Communications Major		Total 37 credits
BI 101 Old Testament 1	3		Communications Core (11 credits)		
BI 112 Old Testament 2	3		CO 202 Introduction to Journalism	3	
BI 103 Foundations of Bible Study	3		CO 302 Sociology of Mass Communications	3	
BI 104 Survey of Epistles	3		CO 402 Mass Communications Strategy	2	
BI 202 Prophecies 1	3		CO 412 Human Communication	3	
BI 204 Gospels	3		Journalism/Writing Concentration (24 credits)		
BI 401 Romans	3		CS 132 Desktop Publishing	3	
BI 403 Prophecies 2	3		CO 201 Creative Writing	3	
BI Bible Elective	3		CO 241-342 Journalism/Writing Practicum	4	
TH 211-212-314 Doctrine 1,2,3	9		CO 311 Feature Writing	3	
General Education Subjects		Total 48 credits	CO 312 Writing For Children/Youth	3	
EN 111-112 English Comp. 1,2	6		CO 340 Journalism/Writing Field Work	3	
SP 120 Speech Communications	3		CO 411 Layout and Production	3	
HU 221 Introduction to Philosophy	3		CO 261-269 Communication Modules	3	
HU 382 American Literature	3		(see page 113 for description)		
HU 414 Ethics	3		Broadcast Concentration (22 credits)		
¹ CS 130 Intro. to Computer Applications	3		CO 211 Broadcast Technology	1	
MA 211 Statistics			CO 221 Broadcast Announcing	3	
NS 341 Principles of Biology	4		CO 251-352 Broadcast Practicum	4	
PE 101 Orientation to Total Fitness	1		CO 321 Broadcast Operations	2	
PE Electives	3		CO 331 Audio Production	3	
SS 101 Student Life Orientation	1		CO 332 Multi-Track Production	3	
SS 211 Human Growth & Development	3		CO 350 Broadcast Field Work	3	
SS 231 Church History	3		CO 261-269 Communication Modules	3	
SS 331-332 World Civilization 1,2	6		(see page 113 for description)		
MU 210 Fundamentals of Music or MU 220 Phil. of Christian Music	3		Leadership Core Subjects		Total 15 credits
Leadership Core Subjects		Total 15 credits	LC 101 World Christian	2	
LC 101 World Christian	2		LC 102 Evangelism and Apologetics	3	
LC 102 Evangelism and Apologetics	3		LC 200 Principles & Methods of Teaching	3	
LC 200 Principles & Methods of Teaching	3		LC 201 Local Church Ministry	3	
LC 201 Local Church Ministry	3		LC 301 Princ. of Leadership & Management	3	
LC 301 Princ. of Leadership & Management	3		LC 402 Senior Integration	1	
LC 402 Senior Integration	1				

¹Students demonstrating computer proficiency, may substitute an open elective.



COMMUNICATIONS DEPARTMENT

(JOURNALISM/Writing CONCENTRATION)

SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
¹ CS 130 Intro. to Computer Applic.	3	SP 120 Speech Communications	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			
Second Year			
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	BI 202 Prophecies 1	3
HU 221 Introduction to Philosophy	3	BI 204 Gospels	3
SS 231 Church History	3	LC 200 Princ. & Methods of Teaching	3
PE Elective	1	CS 132 Desktop Publishing	3
CO 201 Creative Writing	3	CO 202 Introduction to Journalism	3
CO 241 Journalism/Writing Pract. 1	1	CO 242 Journalism/Writing Pract. 2	1
CO ___ Communication Module	1	SLT 202 Servant Leadership Training	
SLT 201 Servant Leadership Training			
Third Year			
LC 301 Princ. of Lead. & Management	3	TH 314 Doctrine 3	3
NS 341 Principles of Biology	4	SS 332 World Civilization 2	3
SS 211 Human Growth & Development	3	HU 382 American Literature	3
SS 331 World Civilization 1	3	PE Elective	1
CO 311 or 411 (alternate years)	3	CO 302 or 412 (alternate years)	3
CO 341 Journ./Writing Pract. 3	1	CO 342 Journ./Writing Pract. 4	1
SLT 301 Servant Leadership Training		SLT 302 Servant Leadership Training	
CO 340 Journalism/Writing Field Work 3 credits (completed during the summer)			
Fourth Year			
BI 401 Romans	3	BI Bible Elective (300-400 Series)	3
BI 403 Prophecies 2	3	HU 414 Ethics	3
MU 210 or 220	3	LC 402 Senior Integration	1
MA 211 Statistics	3	CO 402 Mass Commun. Strategy	2
SLT 401 Servant Leadership Training		CO 412 or 302 (alternate years)	3
CO ___ Communication Module	1	SLT 402 Servant Leadership Training	



**COMMUNICATIONS DEPARTMENT
(BROADCAST CONCENTRATION)**

SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SP 120 Speech Communications	3	'CS 130 Intro. to Computer Applic.	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

Second Year			
Dept.	Credit	Dept.	Credit
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	BI 202 Prophecies 1	3
HU 221 Introduction to Philosophy	3	BI 204 Gospels	3
SS 231 Church History	3	LC 200 Princ. & Methods of Teaching	3
PE Elective	1	CO 202 Introduction to Journalism	3
CO 211 Broadcast Technology	1	CO 252 Broadcast Practicum 2	1
CO 221 or 331 (alternate years)	3	CO ___ Communication Module	1
CO 251 Broadcast Practicum 1	1	SLT 202 Servant Leadership Training	
SLT 201 Servant Leadership Training			

Third Year			
Dept.	Credit	Dept.	Credit
LC 301 Princ. of Lead. & Management	3	TH 314 Doctrine 3	3
NS 341 Principles of Biology	4	SS 332 World Civilization 2	3
SS 211 Human Growth & Development	3	HU 382 American Literature	3
SS 331 World Civilization 1	3	PE Elective	1
CO 331 or 221 (alternate years)	3	CO 302 or 412 (alternate years)	3
CO 351 Broadcast Practicum 3	1	CO 332 Multi-Track Productions	3
SLT 301 Servant Leadership Training		CO 352 Broadcast Practicum 4	1
		SLT 302 Servant Leadership Training	

CO 350 Broadcast Field Work 3 credits
(completed during the summer)

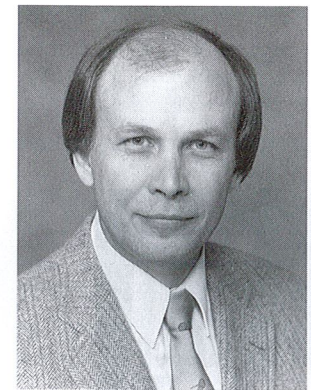
Fourth Year			
Dept.	Credit	Dept.	Credit
BI 401 Romans	3	BI Bible Elective (300-400 Series)	3
BI 403 Prophecies 2	3	HU 414 Ethics	3
MU 210 or 220	3	LC 402 Senior Integration	1
MA 211 Statistics	3	CO 402 Mass Communic. Strategy	2
CO 321 Broadcast Operations	2	CO 412 or 302 (alternate years)	3
CO ___ Communication Module	1	CO ___ Communication Module	1
SLT 401 Servant Leadership Training		SLT 402 Servant Leadership Training	

COUNSELING DEPARTMENT

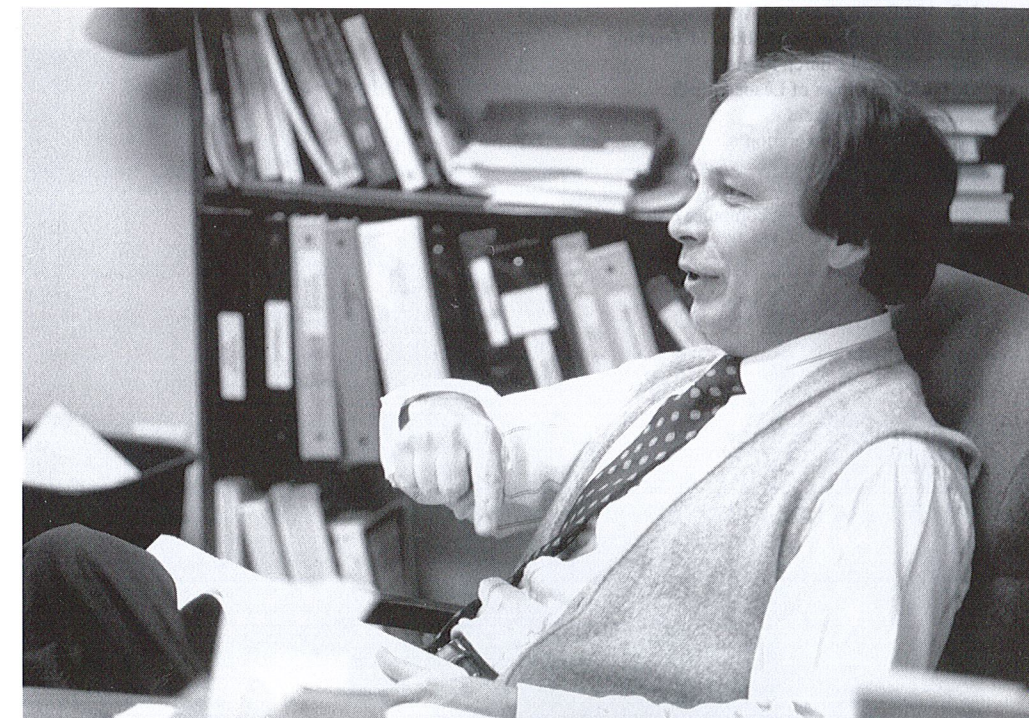
To be equipped to deal with the emotional and family problems that people struggle with today, Christian counselors need to have a practical knowledge of the Word of God as well as supervised practice in developing their counseling skills. The Counseling Department provides an undergraduate degree in Human Development and Family Studies and a Master's degree in Counseling. The undergraduate HDFS is recommended as undergraduate preparation for those desiring to pursue graduate studies for a career in Christian counseling. The HDFS second major can also be completed through the degree completion program called EXCEL (see page 68).

Students completing the HDFS degree should be able to: (1) demonstrate competence in interpersonal relationship skills, (2) demonstrate a basic understanding of human growth and personality development, (3) demonstrate a basic understanding of psychopathology (abnormal psychology), (4) integrate Scriptural principles with a basic understanding of counseling theories, (5) develop a philosophy of the counseling process based upon the centrality of Jesus Christ and the Word of God, (6) demonstrate basic competence in counseling skills, including assessment, crisis intervention, and referral, (7) exhibit a basic understanding of principles and methods related to marriage and family studies, (8) fulfill the objectives of the Division of Biblical Studies (as presented on page 42 of the catalog), (9) fulfill the objectives of the Division of General Education (as presented on page 48 of the catalog), and (10) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).

Grace University has also established the Grace College of Graduate Studies in which a Master's degree in Clinical Counseling is offered. The courses in this new degree program are taught by the counseling department faculty. See page 134 for further information.



Dr. Norman Thiesen
Chair, Counseling
Department



COUNSELING DEPARTMENT
Bachelor of Science Degree
(Biblical Studies Major, Human Development and Family Studies [HDFS] Major)

Required Courses **Total credits 125**

Biblical/Theology Subjects **Total 36 credits**

BI 101 Old Testament	3
BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3
BI 104 Survey of Epistles	3
BI 202 Prophecies 1	3
BI 204 Gospels	3
BI 401 Romans	3
BI 403 Prophecies 2	3
BI Bible Elective	3
TH 211-212-314 Doctrine 1,2,3	9

General Education Subjects **Total 45 credits**

EN 111-112 English Comp. 1,2	6
SP 120 Speech Communications	3
HU 221 Introduction to Philosophy	3
HU 414 Ethics	3
¹ CS 130 Intro. to Computer Applications	3
NS 341 Principles of Biology	4
MA 211 Statistics	3
PE 101 Orientation to Total Fitness	1
PE Electives	3
SS 100 General Psychology	3
SS 101 Student Life Orientation	1
SS 214 Cultural Anthropology	3
SS 231 Church History	3
SS 331-332 World Civilization 1 or 2	3
MU 210 Fund. of Music or MU 220 Phil. of Christian Music	3

Leadership Core Subjects **Total 15 credits**

LC 101 World Christian	2
LC 102 Evangelism and Apologetics	3
LC 200 Principles & Methods of Teaching	3
LC 201 Local Church Ministry	3
LC 301 Principles of Leadership & Management	3
LC 402 Senior Integration	1

Human Development and Family Studies Major **Total 29 credits**

Human Development and Family Core (9 credits)

HDFS 301 Interpersonal Communication	3
HDFS 302 Theories of Personality	3
HDFS 311 Abnormal Behavior	3

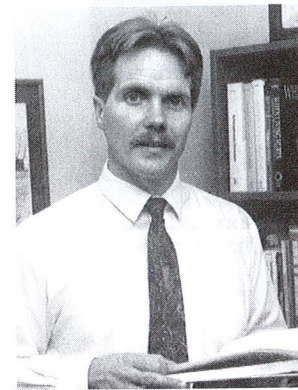
HDF Electives (11 credits)

HDFS 302 Assessment	2
HDFS 312 Multicultural Issues	3
HDFS 322 Physiological Psychology	2
HDFS 332 Group Dynamics	3
HDFS 401 Theories of Coun. & Psychotherapy	3
HDFS 4101-4119 Senior Seminars	1-2
HDFS 432 Practicum	1

HDFS Concentration (9 credits) (choose one)

1. Child Development Concentration
 - SS 211 Human Growth & Development 3
 - HDF 4201-4219 Child Development Modules 6
2. Family Life Concentration
 - HDFS 311 Marriage & Family 3
 - HDFS 342 Systems Theory 3
 - HDFS 4301-4319 Cont. Family Issues Modules 3

¹Students demonstrating computer proficiency may substitute an open elective.



Dr. Keith Borge
 Director of the
 Grace Counseling Center

SUGGESTED COURSE SCHEDULE

First Year

Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 100 General Psychology	3	SP 120 Speech Communications	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

Second Year

TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	BI 202 Prophecies 1	3
SS 231 Church History	3	BI 204 Gospels	3
MU 210 or 220	3	LC 200 Princ. & Meth. of Teaching	3
HU 221 Introduction to Philosophy	3	SS 214 Cultural Anthropology	3
PE Elective	1	PE Elective	1
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

Third Year

LC 301 Prin. of Lead. & Management	3	TH 314 Doctrine 3	3
MA 211 Statistics	3	¹ CS 130 Intro. to Comp. Applications	3
NS 341 Principles of Biology	4	SS 332 World Civilization 2	3
HDFS 301 Interpersonal Communication	3	HDFS 302 Theories of Personality	3
HDFS 311 Abnormal Behavior	3	HDFS Electives	3
SLTS 301 Servant Leadership Training		HDFS Practicum	1
		SLT 302 Servant Leadership Training	

Fourth Year

BI 401 Romans	3	BI Bible Elective (300-400 Series)	3
BI 403 Prophecies 2	3	HU 414 Ethics	3
HDFS Electives	4	LC 402 Senior Integration	1
HDFS Concentration	6/5	HDFS Electives	4
SLT 401 Servant Leadership Training		HDFS Concentration	3/4
		SLT 402 Servant Leadership Training	



CROSS-CULTURAL MINISTRY DEPARTMENT

Grace University offers two tracks designed to prepare students for cross-cultural ministry--an Intercultural Ministry track and a Rescue Ministry concentration. The *Intercultural Ministry concentration* leads to the following degrees: (1) a Bachelor of Arts with a 36-hour major in Bible, and a 24-hour major in Intercultural Ministry; (2) a Bachelor of Science with a 36-hour major in Bible, a 24-hour major in Intercultural Ministry, and a 12-hour concentration of professional electives; or (3) a Bachelor of Science with a 36-hour major in Bible, a 27-hour major in a vocational-technical area, and a 14-hour concentration of Intercultural Ministry studies. The *Rescue Ministry concentration* leads to a Bachelor of Science degree with a 36-hour major in Bible, and a 30-hour major in Rescue Ministry. These programs are considered terminal in nature.

For the summer and fall of 1997 (June-December), Grace plans to introduce a 19-hour, on-site Intercultural Ministry pilot program in the Republic of Mali, West Africa. This project is carried out in cooperation with the Gospel Missionary Union field council in Mali. Qualified Missionaries and nationals are used as adjunct instructors for most of the courses. This program is limited to 15 students of junior or senior status who have maintained a grade point average of at least 2.5. Application for this program is made after three semesters of classes. The Chair of the Cross-Cultural Ministry Department determines acceptance into the program. A participating student is not required to be a Intercultural Ministry major. However, Intercultural Ministry majors are given preference in the acceptance process. The plan is to offer this program on an every-other-year basis. This means that some students will start this component the summer following their sophomore year while others will start the summer following their junior year.

The objectives listed below are applicable to Bachelor of Arts and Bachelor of Science degrees with an Intercultural Ministry concentration. They therefore appear below rather than with each program. The first three goals relate to all programs offered by the University. The student should (1) give evidence of a Biblical philosophy of missions as a world Christian, (2) demonstrate a broadened global awareness, (3) exhibit a sensitivity to God's vocational and locational direction regarding ministry, (4) manifest an ability to handle successfully the unique interpersonal challenges of intercultural ministry, (5) demonstrate an understanding of the significance of the history and progress of world missions, (6) be able to evaluate critically the basic issues and current trends in missions, (7) display a clear and workable understanding of the sending role of the church in world evangelization, (8) demonstrate a working knowledge of divergent cultures and non-Christian religions, (9) evidence the ability to formulate strategies for effectively reaching the multi-faceted cultures of the world, (10) demonstrate ministerial skills in a variety of cross-cultural contexts, (11) communicate effectively in cross-cultural situations through meeting general requirements of mission's organizations, (12) fulfill the objectives of the Biblical Studies Division (as presented on p. 42 of the catalog, (13) fulfill the objectives of the General Education Division (as presented on p. 48 of the catalog, and (14) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).

CROSS-CULTURAL MINISTRY DEPARTMENT

Bachelor of Arts (B.A.) – Biblical Studies Major, Intercultural Ministry Major
Bachelor of Science (B.S.) – Biblical Studies Major, Intercultural Ministry Major Professional Concentration
Bachelor of Science (B.S.) – Biblical Studies Major, Vocational-Technical Major Intercultural Ministry Concentration

Required Courses	B.A. B.S. V/T		
	Total Credits	124	124 126

Biblical/Theological Subjects	B.A.	B.S.	V/T
BI 101 Old Testament 1	3	3	3
BI 112 Old Testament 2	3	3	3
BI 103 Foundations of Bible Study	3	3	3
BI 104 Survey of Epistles	3	3	3
BI 202 Prophecies 1	3	3	3
BI 204 Gospels	3	3	3
BI 401 Romans	3	3	3
BI 403 Prophecies 2	3	3	3
TH 211-212-314 Doctrine 1,2,3	9	9	9
BI Elective	3	3	=
Total Credits	36	36	33

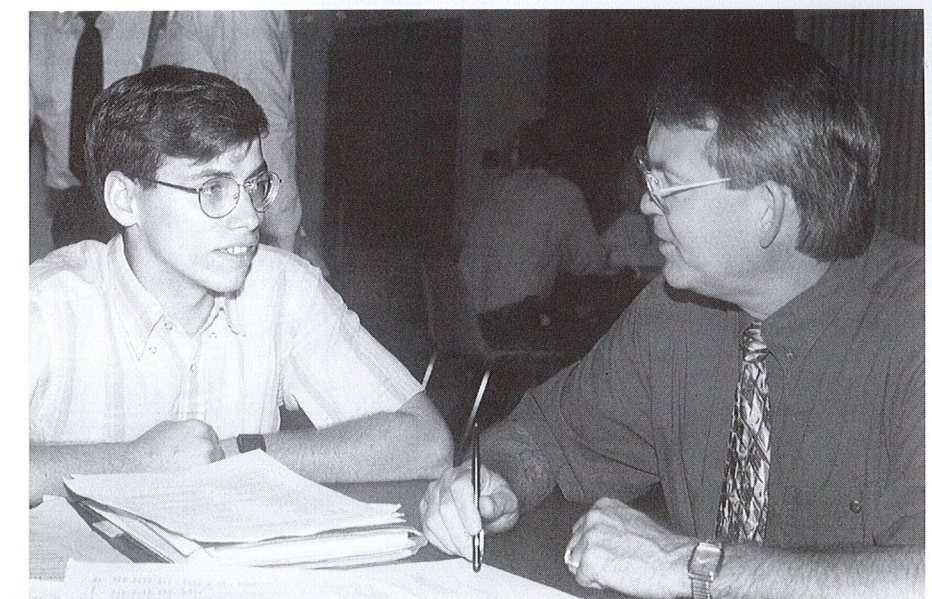
General Education Subjects	B.A.	B.S.	V/T
EN 111-112 English Comp. 1,2	6	6	6
SP 120 Speech Communications	3	3	3
HU 221 Intro. to Philosophy	3	3	3
CS 130 Intro. to Comp. Applications	3	3	3
NS 341 Principles of Biology	4	4	4
NS 342 Physical Science	3	3	3
PE 101 Orient. To Total Fitness	1	1	1
PE Electives	3	3	3
SS 100 General Psychology	3	3	3
SS 101 Student Life Orientation	1	1	1
SS 231 Church History	3	3	3
SS 332 World Civilization 2	3	3	3
MU 210 Fundamentals of Music or			
MU 220 Phil. of Christian Music	3	3	3
FL 351-352 Greek Grammar 1,2	6	--	--
FL 451-452 Greek Exegesis 1,2	6	=	=
Total Credits	51	39	39

Leadership Core Subjects	B.A.	B.S.	V/T
LC 102 Evangelism and Apologetics	3	3	3
LC 200 Prin. & Methods of Teaching	3	3	3
LC 201 Local Church Ministry	3	3	3
LC 301 Prin. of Lead. & Management	3	3	3
LC 402 Senior Integration	1	1	1
Total Credits	13	13	13

Intercultural Ministry Subjects	B.A.	B.S.	V/T
LC 101 World Christian	2	2	2
*SS 214 Cultural Anthropology	3	3	3
IM 412 The Cont. World & Missions	3	3	3
*IM 311 Missionary Relationships	2	2	--
*IM 312 Strat. for Ev. & Ch. Planting	3	3	--
*IM 321 World's Living Religions	3	3	--
*IM 401 World Missions Survey	3	3	--
*IM 405 Cross-Cultural Comm.	2	2	--
*IM 421 IM Field Experience	3	3	--
IM Electives	=	=	6
Total Credits	24	24	14

Profess. & Voc./Tech. Comp.	B.A.	B.S.	V/T
Professional Concentration Electives	--	12	--
Vocational/Technical Courses	--	--	27
Total Credits	--	12	27

*These courses will be offered as part of a 19-hour on-site pilot program in the Republic of Mali, West Africa, during the summer and fall of 1997. See page 118 for further details.



SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SP 120 Speech Communications	3	SS 100 General Psychology	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

Second Year			
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	BI 202 Prophecies 1	3
SS 231 Church History	3	BI 204 Gospels	3
MU 210 or 220	3	LC 200 Princ. & Meth. of Teaching	3
¹ FL 351 Greek Grammar 1	3	¹ FL 352 Greek Grammar 2	3
PE Elective	1	PE Elective	1
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

Third Year			
BI 401 Romans	3	SS 332 World Civilization 2	3
BI 403 Prophecies 2	3	NS 342 Physical Science	3
LC 301 Princ. of Lead. & Management	3	¹ FL 452 Greek Exegesis 2	3
¹ FL 451 Greek Exegesis 1	3	² HU 221 Intro. to Philosophy	3
NS 341 Principles of Biology	4	SLT 302 Servant Leadership Training	
SLT 301 Servant Leadership Training			

Fourth Year			
³ On-Site Missions Component in Mali, West Africa (June-December)		BI Bible Elective (300-400 series)	3
SS 214 Cultural Anthropology	3	TH 314 Doctrine 3	3
IM 311 Missionary Relationships	2	LC 402 Senior Integration	1
IM 312 Strategies for Evan./Ch. Plant.	3	IM 412 The Cont. World & Missions	3
IM 321 World's Living Religions	3	⁴ CS 130 Intro. to Comp. Applications	3
IM 401 World Missions Survey	3	SLT 402 Servant Leadership Training	
IM 405 Cross-Cultural Communications	2		
IM 420 IM Field Experience	3		
SLT 401 Servant Leadership Training			

¹For the B.S. degree substitute a Professional concentration elective.

²Taken as an independent study.

³The on-site missions component is offered every other year. The first semesters of the third and fourth years are interchangeable.

⁴Students demonstrating computer proficiency may substitute a general education elective.

CROSS-CULTURAL MINISTRY DEPARTMENT

Bachelor of Science Degree

(Biblical Studies Major, Rescue Ministry Major)

Rescue Ministry Concentration

This program is designed for students who desire to work in an urban and rescue ministry. The program is offered in cooperation with selected rescue ministries where there is a qualified staff and a diversified program. This on-site educational experience provides opportunity for the students to learn firsthand how a rescue ministry functions, what varied ministries are offered and how its goals are successfully accomplished. Specific subject areas are identified and constitute the curriculum during the full year students spend at the Rescue Ministry.

While students are completing the first two years at Grace, they make application for admission to the Rescue Ministry Track. Applicants must have at least a 2.5 grade point average. The Chair of the Cross-Cultural Ministry Department determines acceptance into the program. Once admitted, the following procedure is used for the selection of the on-site internship:

1. The student selects the Rescue Ministry site of his/her choice from a list submitted by the International Union of Gospel Missions (IUGM).
2. The Dean of the University investigates and verifies the ability of the selected Rescue Ministry to teach the courses.
3. The student then applies to IUGM and the selected Rescue Ministry for a one-year internship.

Those selected spend the third year at the Rescue Ministry. The fourth year students return to the University campus to complete the program.

The students who complete this program should be prepared to serve as assistants in the operation of an urban rescue ministry and after gaining additional experience to serve as Directors of Urban Ministry. In a more specific sense graduates of this program should be able to: (1) demonstrate their knowledge of the history and philosophy of rescue ministry work; (2) recognize that the Bible is the basis for rescue ministry, (3) know how to organize and administer a rescue ministry program, (4) demonstrate the ability to apply various rescue ministry programs to the different people groups being served such as transient, resident, homeless, youth, women, and families, (5) demonstrate promotional and public relations skills necessary to communicate effectively with the supporting constituencies, (6) fulfill the objectives of the Biblical Studies Division (as presented on p. 42 of the catalog), (7) fulfill the objectives of the General Education Division (as presented on p. 48 of the catalog), and (8) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).

CROSS-CULTURAL MINISTRY DEPARTMENT

Bachelor of Science Degree

(Biblical Studies Major, Rescue Ministry Major)

Required Courses Total credits 125

Biblical/Theology Subjects Total 36 credits

BI 101 Old Testament 1	3
BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3
BI 104 Survey of Epistles	3
BI 202 Prophecies 1	3
BI 204 Gospels	3
BI 401 Romans	3
BI 403 Prophecies 2	3
BI Bible Elective	3
TH 211-212-314 Doctrine 1,2,3	9

General Education Subjects Total 41 credits

EN 111-112 English Comp. 1,2	6
SP 120 Speech Communications	3
HU 221 Introduction to Philosophy	3
'CS 130 Intro. to Computer Applications	3
NS 342 Physical Science	3
PE 101 Orientation to Total Fitness	1
PE Electives	3
SS 100 General Psychology	3
SS 101 Student Life Orientation	1
SS 214 Cultural Anthropology	3
SS 231 Church History	3
SS 331-332 World Civilization 1,2	6
MU 210 Fundamentals of Music or MU 220 Philosophy of Christian Music	3

Leadership Core Subjects Total 15 credits

LC 101 World Christian	2
LC 102 Evangelism and Apologetics	3
LC 200 Princ. & Methods of Teaching	3
LC 201 Local Church Ministry	3
LC 301 Princ. of Leadership & Management	3
LC 402 Senior Integration	1

Professional Courses Total 3 credits

CC Counseling Elective	3
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¹Students demonstrating computer proficiency may substitute a general education elective.

Rescue Ministry Major Total 30 credits

RM 301 Introduction to Rescue Ministry	1
RM 300 History and Philosophy of the Rescue Ministry Movement	3
RM 310 Administration and Organization	3
RM 320 Principles of Rescue Ministry Management	3
RM 330 Programming and Teaching in the Rescue Ministry Setting	3
RM 340 Food Service	3
RM 350 Legal, Health and Safety Standards for Rescue Ministry	3
RM 360 Rescue Ministry Development and Public Relations	3
RM 370 Maintenance and Facilities Management	3
RM 380 Special Research in an Area of Rescue Ministry	3
RM 390 Annual International Union of Gospel Missions Convention	1
RM 391 District or Regional Training School	1



SUGGESTED COURSE SCHEDULE

First Year

Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 100 General Psychology	3	SP 120 Speech Communications	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

Second Year

TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	BI 202 Prophecies 1	3
SS 231 Church History	3	BI 204 Gospels	3
MU 210 or 220	3	LC 200 Princ. & Meth. of Teaching	3
HU 221 Intro. to Philosophy	3	IM 214 Cultural Anthropology	3
PE Elective	1	PE Elective	1
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

Third Year

On-site education in Rescue Ministry at selected rescue ministries--30 hrs.
See p. 124 for course descriptions

Fourth Year

BI 401 Romans	3	BI Elective (Bi./Bi. Rel.)	3
BI 403 Prophecies 2	3	TH 314 Doctrine 3	3
LC 301 Princ. of Lead. & Management	3	LC 402 Senior Integration	1
SS 331 World Civilization 1	3	CC Counseling Elective	3
'CS 130 Intro. to Comp. Applications	3	SS 332 World Civilization 2	3
SLT 401 Servant Leadership Training		NS 342 Physical Science	3
		SLT 402 Servant Leadership Training	

¹Students demonstrating computer proficiency may substitute a general education elective.



MANAGEMENT DEPARTMENT

The Management Department offers two majors leading to Bachelor of Science degrees: Management or Management and Organizational Leadership. Each is designed for business management ministry in mission organizations, church and parachurch ministries, "tent-making" missionary service or a Christian witness in the marketplace. The Management and Organizational Leadership major (EXCEL) is a degree completion program designed for the student who has already completed at least 62 hours of undergraduate study. The Management major is the more traditional degree of the department.

The student who completes either major should be able to: (1) demonstrate proficiency in interpersonal and group communication skills and principles; (2) practice leadership styles and skills, including motivational techniques and conflict resolution; (3) explain Human Resource Management principles (e.g., recruitment, selection, training, evaluation, discipline and dismissal); (4) defend the centrality of ethics in business and business-related decision-making; (5) demonstrate proficiency in the principles of organizational behavior, marketing, business law and finance; (6) fulfill the objectives of the Biblical Studies Division (as presented on page 48 of the catalog); (7) fulfill the objectives of the General Education Division (as presented on page 48 of the catalog); and fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).



Jeff Burdic
Associate Professor
of Management and
EXCEL Director

MANAGEMENT DEPARTMENT

Bachelor of Science Degree
(Biblical Studies Major, Management Major)

Required Courses **Total credits 128**

Biblical/Theology Subjects		Total 36 credits	Management Major		Total 33 credits
BI 101 Old Testament 1	3		BU 101 Intro. to Business	3	
BI 112 Old Testament 2	3		BU 201 Financial Accounting	3	
BI 103 Foundations of Bible Study	3		BU 202 Managerial Accounting	3	
BI 104 Survey of Epistles	3		BU 301 Corporate Finance	3	
BI 202 Prophecies 1	3		BU 302 Organizational Behavior	3	
BI 204 Gospels	3		BU 312 Principles of Marketing	3	
BI 401 Romans	3		BU 401 Business Law	3	
BI 403 Prophecies 2	3		BU 402 Administrative Policy	3	
BI Bible Elective	3		BU 411 Management Information Systems	3	
TH 211-212-314 Doctrine 1,2,3	9		BU 412 Entrepreneurship and Small Business	3	
			BU 422 Production & Operations Man.	3	
General Education Subjects		Total 44 credits	Leadership Core Subjects		Total 15 credits
EN 111-112 English Comp. 1,2	6		LC 101 World Christian	2	
SP 120 Speech Communications	3		LC 102 Evangelism and Apologetics	3	
'CS 130 Intro. to Computer Applications	3		LC 200 Principles & Methods of Teaching	3	
MA 211 Statistics	3		LC 201 Local Church Ministry	3	
PE 101 Orientation to Total Fitness	1		LC 301 Princ. of Leadership & Management	3	
PE Electives	3		LC 402 Senior Integration	1	
SS 100 General Psychology	3				
SS 101 Student Life Orientation	1				
SS 201 Principles of Economics 1	3				
SS 202 Principles of Economics 2	3				
SS 231 Church History	3				
SS 331 World Civilization 1	3				
SS 332 World Civilization 2	3				
MU 210 Fund. of Music or MU 220 Phil. of Christian Music	3				
HU 414 Ethics	3				

¹Students demonstrating computer proficiency may substitute an open elective.

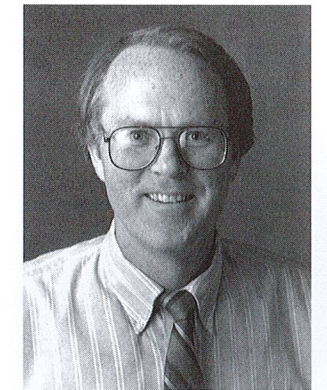
SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 101 Student Life Orientation	1	SP 120 Speech Communications	3
PE 101 Orientation to Total Fitness	1	PE Elective	1
BU 101 Introduction to Business	3	'CS 130 Intro. to Comp. Applications	3
SLT 101 Servant Leadership Training		SLT 102 Servant Leadership Training	

Second Year			
Dept.	Credit	Dept.	Credit
TH 211 Doctrine 1	3	BI 202 Prophecies 1	3
SS 231 Church History	3	BI 204 Gospels	3
LC 201 Local Church Ministry	3	TH 212 Doctrine 2	3
PE Elective	1	PE Elective	1
SS 201 Principles of Economics 1	3	SS 202 Principles of Economics 2	3
BU 201 Financial Accounting	3	BU 202 Managerial Accounting	3
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

Third Year			
Dept.	Credit	Dept.	Credit
BI Bible Elective	3	TH 314 Doctrine 3	3
MA 211 Statistics	3	LC 200 Princ. & Meth. of Teaching	3
SS 331 World Civilization 1	3	SS 332 World Civilization 2	3
BU 301 Corporate Finance	3	BU 302 Organizational Behavior	3
LC 301 Princ. of Lead. & Manag.	3	BU 312 Principles of Marketing	3
SLT 301 Servant Leadership Training		SLT 302 Servant Leadership Training	

Fourth Year			
Dept.	Credit	Dept.	Credit
BI 401 Romans	3	HU 414 Ethics	3
BI 403 Prophecies 2	3	LC 402 Senior Integration	1
MU 210 or 220	3	SS 100 General Psychology	3
BU 401 Business Law	3	BU 402 Administration Policy	3
BU 411 Manag. Information Systems	3	BU 412 Entrep. and Small Business	3
SLT 401 Servant Leadership Training		BU 422 Prod. and Oper. Management	3
		SLT 402 Servant Leadership Training	



Dr. Edward Dale
Director of the Undergraduate
Division of Human Development
and Family Studies



**MANAGEMENT DEPARTMENT
DEGREE COMPLETION PROGRAM (EXCEL)
Bachelor of Science Degree
(Biblical Studies Major, Management Major)**

The EXCEL Degree Completion Program provides the opportunity for students to complete a bachelor's degree by completing classes taught from a Christ-centered perspective held one evening each week for 14 months.

Prospective EXCEL students must have earned a minimum of 62 semester hours of previous college credit with at least a "C" average. A maximum of 75 semester hours of lower division credit may be transferred. Counselors provide direction to help students complete their bachelor's degree.

A unique aspect of the EXCEL program is the opportunity for students to earn up to 22 hours of college credit for life experience. EXCEL teachers and counselors guide students through a complete assessment of prior learning including life experiences (at home, in church, and on the job), professional schools and training, and independent studies of the Bible.

Upon successful completion of the EXCEL program, students are eligible for graduation with a Bachelor of Science degree with a double major of Biblical Studies and Management and Organizational Leadership(MOL) or Biblical Studies and Human Development and Family Studies (HDFS). In addition to Biblical content, subjects in the MOL program concentrate on the development of communication, leadership, and Biblical study skills—skills which are in highest demand from businesses, churches, and para-church ministries. The HDFS program is designed to prepare students for graduate work in counseling.

PORTFOLIO

The term "Portfolio" is used in the MOL and HDFS Programs to refer to two different but related areas:

1. **Portfolio Notebook** - During the MOL and HDFS programs' first nine weeks, all students are required to submit a notebook called "Portfolio," summarizing their formal educational (academic) and professional (work and life) experiences. The student will find detailed instructions for compiling the portfolio in the Portfolio Manual located in the EXCEL Student Notebook.

Regardless of the number of credits needed, each student is required to write an essay as part of the requirements for the second course, Life Assessment. This essay, a Documented Experiential Learning Analysis (DELA), may be submitted later for evaluation to earn additional academic credit provided any necessary additional work has been done.

2. **Portfolio Credits** - 22 of the 124 total semester hours may be generated from writing DELA's and providing documentation of professional schools and training not already transcribed. The number of life experience elective credits needed, not to exceed the maximum of 22 semester hours, varies with each student and is listed on the student's transfer credit evaluation. Three credit hours must be in Management and Organizational Leadership or Human Development and Family Studies.

Credit hours earned through life experience elective assessment are recorded on the student's transcript at the end of the MOL and HDFS programs. The instructor and the Assessment Officer advise the student in completing this phase of the program.

CREDIT DISTRIBUTION FOR DEGREE COMPLETION

FRESHMAN and SOPHOMORE YEARS

Transferred college credit = 62 semester hours minimum with 75 lower division semester hours maximum

- ♦ 11 semester hours in Biblical Studies (may be completed while enrolled in EXCEL) 11 hrs
- ♦ 36 semester hours in general education:
 - 6 semester hours in Natural Science (one course may be Mathematics)
 - 3 semester hours in Humanities
 - 6 semester hours in Social Science
 - 3 semester hours in English Composition
 - 18 semester hours in elective courses 36 hrs
- ♦ 15 semester hours in elective courses 15 hrs

Total hours required to begin EXCEL core courses: **62 hrs**

Note - Freshman/Sophomore deficiencies may be made up by:

- (1) CLEP tests
- (2) Challenge exams in Bible
- (3) I.B.S.E.'s (Independent Bible Study Essays; EXCEL core students only)
- (4) Accredited correspondence courses
- (5) Traditional and non-traditional courses

JUNIOR and SENIOR YEARS

- ♦ Electives, including up to 22 Semester hours Life Experience Electives 22 hrs
Credit can be earned by:
 - (1) Writing DELA's
 - (2) Documented Professional Schools and Training
 - (3) Independent Bible Study Courses
- ♦ EXCEL Coursework - 40 Required semester hours 40 hrs
 1. Interpersonal/Group Communications
 2. Life Assessment
 3. Practical Application of Biblical Hermeneutics
 4. The Church: Organization and Function
 5. Progress of Redemption I (O. T.)
 6. Leading and Managing/**Child Development**
 7. Principles of Human Resource Management/**Marriage**
 8. Progress of Redemption II (N. T.)
 9. Acts From a Sociological and Cross Cultural Communications Perspective
 10. Ethics: Integration of Faith and Work/**Issues in Contemporary Family Life and Ethics**
 11. Organizational Behavior/**Adult Development**
 12. Theological Issues

TOTAL HOURS REQUIRED FOR GRADUATION: 124 hrs

NOTE: All EXCEL students must complete all EXCEL coursework. Students transferring over 62 semester hours may require fewer portfolio credits.

EXCEL MOL DEGREE COMPLETION PROGRAM OBJECTIVES

The MOL degree is an accredited degree (B.S.) with a double major in Biblical Studies and Management and Organizational Leadership. Upon completing the MOL program, a student should be able to:

1. Demonstrate proficiency in interpersonal and group communication skills and principles;
2. Practice leadership styles and skills, including motivational techniques and conflict resolution;
3. Explain Management and Organizational Leadership principles (e.g., recruitment, selection, training, evaluation, discipline and dismissal);
4. Defend the centrality of ethics in business and organizational decision-making;
5. Demonstrate proficiency in the principles of organizational behavior;
6. Fulfill the Biblical Studies Division objectives;
7. Fulfill the General Studies Division objectives.



Sandy Styles
EXCEL Administrator

EXCEL HDFS DEGREE COMPLETION PROGRAM OBJECTIVES

The HDFS degree is an accredited degree (B.S.) with a double major in Biblical Studies and Human Development and Family Studies. The HDFS curriculum is designed to prepare students for graduate work in counseling. Upon completion of the HDFS program, a student should be able to:

1. Demonstrate proficiency in interpersonal and group communication skills and principles;
2. Practice leadership styles and skills, including motivational techniques and conflict resolution, especially as they apply to the counseling setting;
3. Express an understanding of marriage and family topics from a biblical perspective;
4. Defend the centrality of ethics in family and counseling issues;
5. Demonstrate proficiency in the principles of adult and child development;
6. Fulfill the Biblical Studies Division objectives;
7. Fulfill the General Studies Division objectives.

ADMISSION

Admission to Grace University's MOL and HDFS programs are contingent upon completing the following items:

- ◆ **Application for Admission:** Submit a completed application form including a non-refundable application fee payable to Grace University. Applicants must be Christians and articulate a clear personal commitment to Jesus Christ.
- ◆ **Transcripts:** Have official transcripts sent from all institutions/universities attended, including a military DD214, if applicable, to the EXCEL office. Student copies are not official transcripts. (*When ordering your official copies, order additional student copies to include in your portfolio.*) The Registrar completes an official transcript assessment for each student.
- ◆ **Pastor's Recommendation:** A recommendation from your pastor is required. Please give your pastor the appropriate form along with a postage paid envelope addressed to the EXCEL office. If you cannot obtain your pastor's recommendation, the form may be completed by a church officer.
- ◆ **Character Recommendations:** Two recommendations from employers or other persons qualified to assess your academic or professional traits are required. Please give them the appropriate forms and have them returned to you in a sealed envelope. These should be submitted with your application paperwork.
- ◆ **Writing Sample:** This one-to-two page letter is used to assess your ability to communicate effectively in written form. Admission to the program is contingent upon the successful completion of this assignment, as determined by an Associate Professor of English. Any student who wishes to challenge the essay evaluation is given the opportunity to write another paper using a different topic or to complete the English CLEP Exam (at their own expense) to demonstrate writing competency.
- ◆ **Tuition Deposit:** A non-refundable fee completes registration requirements for the EXCEL core.

TYPES OF ADMISSION

Each application is reviewed by the EXCEL Admissions Committee. The EXCEL Program admits students on two levels:

- ◆ **Regular Admission:** Students who meet all admission requirements are considered for admission into the MOL or HDFS Programs. Upon acceptance into the program, students are eligible to take traditional and non-traditional courses offered by Grace University.
- ◆ **Core Admission:** For admission into the EXCEL core courses, students must have a minimum of 62 semester hours of credit ("C" level or above) completed (This includes credits at Grace University as well as transfer from other accredited colleges or universities.)
 - 11 hours in Biblical Studies (may be completed while enrolled in the EXCEL core through independent study, correspondence courses, Bible challenge exams, or accredited Bible classes)
 - 6 hours in Natural Science, one course may be Mathematics
 - 3 hours in Humanities
 - 6 hours in Social Science (General Psychology required for HDFS)
 - 3 hours in English Composition

Subjects commonly included in Biblical Studies, Natural Science, Social Science, and Humanities are listed below:

Biblical Studies: Bible book studies, theology

Natural Science: Biology, Chemistry, Botany, Physics, Zoology, Anatomy, Physiology, Physical Geography, Geology, Astronomy, Mathematics (3 hours only).

Social Science: Anthropology, Economics, Business Education, Political Science, Psychology (General Psych. required for HDFS), Sociology, History, Geography, Human Growth and Development. (Recommended for HDFS degree - Abnormal Psychology and Theories of Personality)

Humanities: Art, Sculpture, Painting, Literature, Foreign Language, Music, Philosophy, Drama, World's Living Religions.

A "Credit-in-Escrow" policy permits students from non-accredited universities to enter the EXCEL program with the possibility of having some transfer credits accepted in the future if they are successful in the EXCEL Core. A minimum grade of "B" in the first three EXCEL core courses is required. Upon satisfactory completion of this criteria, students are eligible to transfer applicable credits, with some limitations, from a non-accredited university, provided they (1) received a grade of "C" or better in the course(s) in question, (2) the course(s) fit into academic requirements, and (3) no existing university policies are violated.

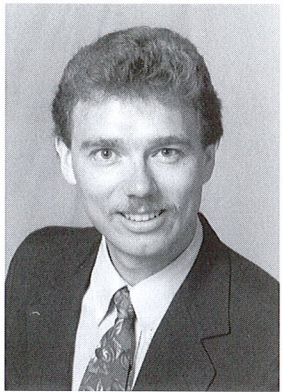


MUSIC DEPARTMENT

The University offers a major that is designed to prepare students for music ministries. This major is designed to develop competent musicians who understand the role that music can play in Christian life and ministry; in addition it allows music students to focus on their primary areas of interest. Each music student takes a music core of 54 hours plus 10 hours in their chosen area of emphasis: music education, voice/choral, instrumental, piano, or worship and music.

The students who complete the music major should (1) demonstrate a basic understanding of the Christian philosophy of music and the worship of God, (2) demonstrate proficiency in a major applied area of concentration such as keyboard, instrumental, or voice, (3) manifest a basic understanding of music--its theory, history, and aesthetics, (4) demonstrate the leadership skills for planning and leading congregational worship, (5) demonstrate leadership skills in choral and instrumental preparation and actual performance, (6) fulfill the objectives of the Biblical Studies Division (as presented on p. 42 of the catalog), (7) fulfill the objectives of the General Education Division (as presented on p. 48 of the catalog), and (8) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).

The philosophy and skills gained in this major should prepare graduates to serve effectively in church music programs and schools, or if they choose, to seek teacher certification and/or attend graduate school. Students who desire teaching credentials should refer to page 95.



Dr. Gregory Zielke
Chair, Music Department



MUSIC DEPARTMENT
Bachelor of Science Degree
(Biblical Studies Major, Music Major)

Required Courses **Total credits 142**

Biblical/Theology Subjects		Total 33 credits		Music Core Subjects (48 credits)	
BI 101 Old Testament 1	3	MU 121-122 Comp. Musicianship 1,2	8		
BI 112 Old Testament 2	3	MU 221-222 Comp. Musicianship 3,4	8		
BI 103 Foundations of Bible Study	3	MU 313-314 Conducting 1,2	4		
BI 104 Survey of Epistles	3	MU 335-336 Survey of Mus. Hist. & Lit. 1,2	6		
BI 202 Prophecies 1	3	MU Applied Music	10		
BI 204 Gospels	3	MU Ensemble	8		
BI 401 Romans	3	MU 410 Music Field Experience	3		
BI 403 Prophecies 2	3	MU Performance Hour	0		
TH 211-212-314 Doctrine 1,2,3	9	MU 412 Senior Recital	1		

General Education Subjects		Total 36 credits		Music Emphasis Subjects (10 credits)	
EN 111-112 English Comp. 1,2	6	Music Emphasis Subjects (10 credits)			
SP 120 Speech Communications	3	MU 210 Fundamentals of Music	3		
HU Electives	6	MU 312 Piano Pedagogy	2		
NS 341 Principles of Biology	4	MU 411 Conducting 3	2		
PE 101 Orientation to Total Fitness	1	MU 422 Choral & Instrumental Arranging	3		
PE Electives	3	MU 424 History of Church Music	3		
SS 100 General Psychology	3	MU 420 Christian Worship: Prin. of Design & Organization	2		
SS 101 Student Life Orientation	1	MU 430 Introduction to World Music	3		
SS 441-442 American Civilization 1,2 or		MU 440 Accompanying & Service Playing	2		
SS 331-332 World Civilization 1,2	6	Literature (2 hrs. required)			
MU 220 Philosophy of Christian Music	3	MU 450 Vocal Literature	1		

Leadership Core Subjects		Total 15 credits	
LC 101 World Christian	2	MU 460 Keyboard Literature	1
LC 102 Evangelism and Apologetics	3	MU 470 Choral Literature	1
LC 200 Principles & Methods of Teaching	3	MU 480 Instrumental Literature	1
LC 201 Local Church Ministry	3	Methods and Materials	4
LC 301 Prin. of Leadership & Management	3	MU 223 Brass Methods & Materials	1
LC 402 Senior Integration	1	MU 224 Woodwind Methods & Materials	1
		MU 325 String Methods & Materials	1
		MU 326 Percussion Methods & Materials	1

Music Major **Total 58 credits**

¹For Music Education program, see page 95 of the catalog.
²The music major is eligible to prepare and perform the senior recital after reaching 400 level in applied music.



- Additional Requirements:
1. Applied 200 level must be reached in order to be accepted into the Music Program.
 2. Pass Piano Proficiency.
 3. Music majors must take applied music each semester they are enrolled for 6 or more credits.
 4. Music majors must take ensemble each semester they are enrolled for 6 or more credits.
 5. Music majors must take Performance Hour each semester they are enrolled for 6 or more credits.

SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	MU 122 Comp. Musicianship 2	4
MU 121 Comp. Musicianship 1	4	MU Applied	1
MU Applied	1	MU Ensemble	1
MU Ensemble	1	MU 020 Performance hour	0
MU 010 Performance hour	0	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

Second Year			
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	BI 202 Prophecies 1	3
PE Elective	1	PE Elective	1
MU 221 Comp. Musicianship 3	4	MU 222 Comp. Musicianship 4	4
MU 313 or 335 (alternate years)	2 or 3	MU 314 or 336 (alternate years)	2 or 3
MU Applied	1	MU Applied	1
MU Ensemble	1	MU Ensemble	1
MU 030 Performance hour	0	MU 040 Performance hour	0
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

MU Literature elective 1 credit (Wintersession)
 MU Emphasis 2 credits (Summer)

Third Year			
LC 301 Prin. of Lead. & Management	3	TH 314 Doctrine 3	3
HU 221 Intro. to Philosophy	3	BI 204 Gospels	3
NS 341 Principles of Biology	4	LC 200 Princ. & Meth. of Teaching	3
SP 120 Speech Communications	3	SS 100 General Psychology	3
MU 335 or 313 (alternate years)	2 or 3	MU 336 or 314 (alternate years)	2 or 3
MU Applied	1	MU Applied	1
MU Ensemble	1	MU Ensemble	1
Music Emphasis	2	Music Emphasis	2
MU 050 Performance hour	0	MU 060 Performance hour	0
SLT 301 Servant Leadership Training		SLT 302 Servant Leadership Training	

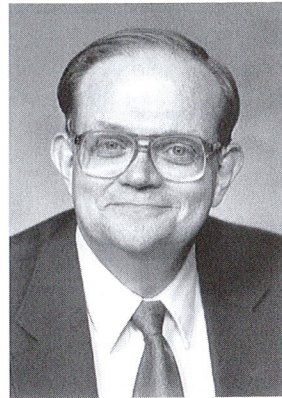
MU Literature elective 1 credit (Wintersession)
 MU 410 Music Field Experience 3 credits
 (completed during the summer)

Fourth Year			
BI 401 Romans	3	LC 402 Senior Integration	1
BI 403 Prophecies 2	3	SS 442 American Civilization 2	3
HU 381 English Literature	3	MU 220 Philosophy of Christian Music	3
SS 441 American Civilization 1	3	MU Applied	2
MU Applied	2	MU Applied (recital)	1
MU Ensemble	1	MU Ensemble	1
Music Emphasis	3	Music Emphasis	3
MU 070 Performance hour	0	MU 080 Performance hour	0
SLT 401 Servant Leadership Training		SLT 402 Servant Leadership Training	

PASTORAL MINISTRY DEPARTMENT

The Pastoral Ministry Department offers two majors leading to Bachelor of Arts Degrees that are designed for men who feel called of God to enter the pastoral ministry. The Pastoral Ministry Department lays a foundation for an effective ministry of expository preaching of the Bible and of leadership of the local church. The department gives special emphasis to rural pastoral ministry. This Pastoral Ministry major is considered terminal in nature. The History-Philosophy major is preparatory to advanced theological study.

The student who completes the Pastoral Ministry Programs should be able to: (1) communicate God's Word effectively both through preaching and teaching, (2) evidence creativity and Biblical insight into the areas of music and worship for the local church, (3) demonstrate interpersonal relationship skills, (4) exhibit the ability to make use of the Greek text in ministry, (5) fulfill the objectives of the Biblical Studies Division (as presented on p. 42 of the catalog), (6) fulfill the objectives of the General Education Division (as presented on p. 48 of the catalog), and (7) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog)



Dr. Dick Dahlquist
Chair, Pastoral Ministry Department

PASTORAL MINISTRY DEPARTMENT Bachelor of Arts Degree (Biblical Studies Major, Pastoral Ministry Major)

In addition to the goals of the Pastoral Ministry Programs listed above, the students who complete the Pastoral Ministry Major should be able to: (1) exhibit an awareness of the local church's strategic role in carrying out God's redemptive plan for the world, and (2) evidence skill in pastoral areas such as church administration, counseling, performing weddings and funerals, and administering the ordinances.

Required Courses		Total credits 130	
Biblical/Theology Subjects Total 42 credits		Leadership Core Subjects Total 12 credits	
BI 101 Old Testament 1	3	LC 101 World Christian	2
BI 112 Old Testament 2	3	LC 102 Evangelism and Apologetics	3
BI 103 Foundations of Bible Study	3	LC 200 Principles & Methods of Teaching	3
BI 104 Survey of Epistles	3	LC 201 Local Church Ministry	3
BI 202 Prophecies 1	3	LC 402 Senior Integration	1
BI 204 Gospels	3		
BI 401 Romans	3		
BI 403 Prophecies 2	3		
BI Bible Elective	6		
TH 211-212-314 Doctrine 1,2,3	9		
FL 452 Greek Exegesis 2	3		
		Pastoral Ministry Major Total 29 credits	
General Education Subjects Total 47 credits		Pastoral Ministry Core (21 credits)	
EN 111-112 English Comp. 1,2	6	LC 301 Princ. of Lead. & Management	3
SP 120 Speech Communications	3	PM 401 Pastoral Responsibilities	3
FL 351,352 Greek Grammar 1,2	6	PM 402 Pastoral Care & Polity	3
FL 451 Greek Exegesis 1	3	PM 411 Introduction to Preaching	3
HU 221 Introduction to Philosophy	3	PM 412 Pastoral Counseling	3
HU 414 Ethics	3	PM 414 Pastoral Field Work	3
'CS 130 Intro. to Computer Applications	3	PM 432 Preaching 2	3
PE 101 Orientation to Total Fitness	1		
PE Electives	3		
SS 100 General Psychology	3	Professional Electives (8 credits)	
SS 101 Student Life Orientation	1		
SS 214 Cultural Anthropology	3		
SS 231 Church History	3		
SS 332 World Civilization 2	3		
MU 210 Fund. of Music or MU 220 Phil. of Christian Music	3		

¹Students demonstrating computer proficiency may substitute an open elective.

SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SP 120 Speech Communications	3	SS 100 General Psychology	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

Second Year			
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	BI 202 Prophecies 1	3
SS 231 Church History	3	BI 204 Gospels	3
MU 210 or 220	3	LC 200 Princ. & Meth. of Teaching	3
HU 221 Introduction to Philosophy	3	SS 214 Cultural Anthropology	3
PE Elective	1	PE Elective	1
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

Third Year			
BI Bible Elective	3	TH 314 Doctrine 3	3
LC 301 Prin. of Lead. & Management	3	SS 332 World Civilization 2	3
FL 351 Greek Grammar 1	3	FL 352 Greek Grammar 2	3
'CS 130 Intro. to Comp. Applications	3	PM 402 or 432 (alternate years)	3
PM 411 or 401 (alternate years)	3	PM 412 Pastoral Counseling	3
Professional Elective	2	SLT 302 Servant Leadership Training	
SLT 301 Servant Leadership Training			

PM 414 Pastoral Field Work 3 credits
(completed during the summer)

Fourth Year			
BI 401 Romans	3	BI Bible Elective	3
BI 403 Prophecies 2	3	HU 414 Ethics	3
FL 451 Greek Exegesis 1	3	LC 402 Senior Integration	1
PM 401 or 411 (alternate years)	3	FL 452 Greek Exegesis 2	3
Professional Elective	3	PM 432 or 402 (alternate years)	3
SLT 401 Servant Leadership Training		Professional Elective	3
		SLT 402 Servant Leadership Training	

PASTORAL MINISTRY DEPARTMENT

Bachelor of Arts Degree

(Biblical Studies Major, History-Philosophy Major)

In addition to the goals of the Pastoral Ministry Department listed on pg. 76, the students who complete the History-Philosophy Major should be able to: (1) give evidence of having an adequate background in general education and Bible required for advanced theological education, (2) exhibit an understanding and proper evaluation of present-day trends and issues that impact the church, and (3) demonstrate a divine perspective of history. The degree is designed specifically for those desiring to attend a theological seminary.

Required Courses Total credits 129

Biblical/Theology Subjects Total 33 credits

BI 101 Old Testament 1	3
BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3
BI 104 Survey of Epistles	3
BI 202 Prophecies 1	3
BI 204 Gospels	3
BI 401 Romans	3
BI 403 Prophecies 2	3
TH 211-212-314 Doctrine 1,2,3	9

General Education Subjects Total 48 credits

EN 111-112 English Comp. 1,2	6
SP 120 Speech Communications	3
FL 351,352 Greek Grammar 1,2	6
FL 451 Greek Exegesis 1,2	6
HU 382 American Literature	3
¹ CS 130 Intro. to Computer Applications	3
NS 341 Principles of Biology	4
NS 342 Physical Science	3
PE 101 Orientation to Total Fitness	1
PE Electives	3
SS 100 General Psychology	3
SS 101 Student Life Orientation	1
SS 214 Cultural Anthropology	3
MU 210 Fund. of Music or MU 220 Phil. of Christian Music	3

Leadership Core Subjects Total 15 credits

LC 101 World Christian	2
LC 102 Evangelism and Apologetics	3
LC 200 Principles & Methods of Teaching	3
LC 201 Local Church Ministry	3
LC 301 Principles of Leadership & Management	3
LC 402 Senior Integration	1

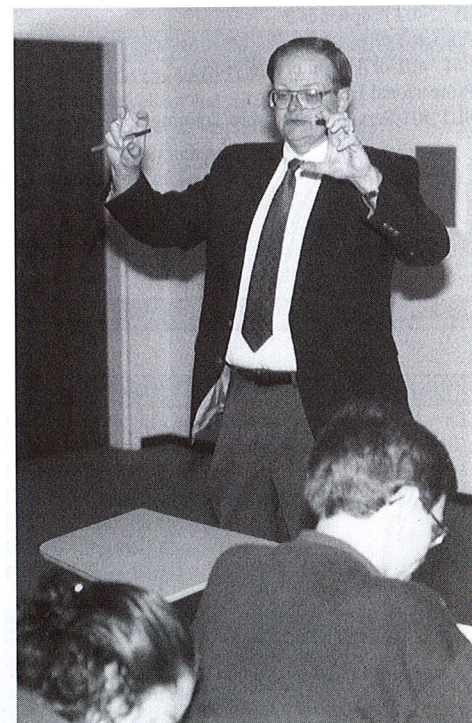
Professional Courses Total 6 credits

PM 411 Introduction to Preaching	3
— — Professional Elective	3

History-Philosophy Major Total 27 credits

SS 231 Church History	3
SS 331-332 World Civilization 1,2	6
SS 431-432 American Civilization 1,2	6
HU 221 Introduction to Philosophy	3
HU 321 World's Living Religions	3
HU 412 Apologetics	3
HU 414 Ethics	3

¹Students demonstrating computer proficiency may substitute an open elective.



SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 100 General Psychology	3	SP 120 Speech Communications	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

Second Year			
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	BI 202 Prophecies 1	3
SS 231 Church History	3	BI 204 Gospels	3
MU 210 or 220	3	LC 200 Princ. & Meth. of Teaching	3
HU 221 Introduction to Philosophy	3	SS 214 Cultural Anthropology	3
PE Elective	1	PE Elective	1
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

Third Year			
PM 411 or Hu 321 (alternate years)	3	TH 314 Doctrine 3	3
LC 301 Prin. of Lead. & Management	3	HU 414 Ethics	3
SS 331 World Civilization 1	3	SS 332 World Civilization 2	3
NS 341 Principles of Biology	4	NS 342 Physical Science	3
FL 351 Greek Grammar 1	3	FL 352 Greek Grammar 2	3
SLT 301 Servant Leadership Training		SLT 302 Servant Leadership Training	

Fourth Year			
BI 401 Romans	3	LC 402 Senior Integration	1
BI 403 Prophecies 2	3	HU 382 American Literature	3
HU 321 or PM 411 (alternate years)	3	HU 412 Apologetics	3
SS 431 American Civilization 1	3	SS 432 American Civilization 2	3
FL 451 Greek Exegesis 1	3	FL 452 Greek Exegesis 2	3
Prof. Elective or ¹ CS 130 Intro. to Computer Applications	3	¹ CS 130 Intro. to Comp. Applications or Professional Elective	3
SLT 401 Servant Leadership Training		SLT 402 Servant Leadership Training	

COOPERATIVE PROGRAMS

Grace University offers a variety of cooperative programs. These programs are based on articulation agreements with the University of Nebraska-Omaha, Bellevue University, Iowa Western Community College and Peru State College. These agreements permit the student to live and complete the Biblical Studies major at Grace University, while completing a second major at another institution.

Second majors available through Bellevue University are:

- Accounting
- American History
- Computer Information Science
- European History
- Mathematics
- Political Science
- Psychology
- Sociology
- Spanish
- Studio Art

Second majors available through Iowa Western Community College are:

- Vocational Technical
- Aviation
- Nursing
- Vocational Technical Intercultural Ministry (see pg. 62)

A second major is also available through Peru State College:

- Elementary Education
- Music Education

Students desiring complete program guides about the majors through these institutions should contact the Admissions department or the Registrar's office.



COOPERATIVE PROGRAMS

Associate in Bible Degree

(Biblical Studies Major, Vocational-Technical Training)

Bachelor of Science Degree

(Biblical Studies Major, Vocational-Technical Training)

Nature

Students normally begin their programs by studying the Bible. Their vocational-technical training is secured at another institution and should provide the necessary skills for their chosen occupations. For the final year, students return to the Grace University campus to complete their programs.

Students who have already completed their vocational-technical training will complete the two years consecutively at Grace University.

Purpose

The students who complete these programs should be able to: (1) fulfill the objectives of the Biblical Studies Division (as presented on p. 42 of the catalog), (2) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog), (3) demonstrate familiarity with the following areas of church-related ministries: missions, evangelism and Christian education, (4) function effectively as Christians in their vocations, homes, and communities, (5) use their vocational-technical fields in church-related ministries, and (6) provide evidence that the requirements for entry into a particular vocational-technical field have been satisfactorily completed. These programs are terminal in nature and are not recommended as a basis for further education.

Vocational-Technical Training

The vocational-technical training for credit toward either the Associate in Bible degree or the Bachelor of Science degree is earned in an accredited community or technical college or an approved training program. *Students should remember that some colleges operate on quarter hours, not semester hours.* Vocational-technical training pursued on the high school level will not be accepted for credit towards completion of this program.

A minimum of two semesters or three quarters of training is required to qualify for the Associate in Bible degree. An Associate in Applied Science degree or its equivalent (2 years of college with at least 42 hours of vocational training) is required to qualify for the Bachelor of Science degree. It is expected that the student will furnish a transcript of credits and a recent catalog of the issuing institution. A student may receive confirmation concerning the transfer value of credits earned in a particular technical college by writing to the Registrar of Grace University. A recent catalog should accompany the request. The hours required for each degree are listed below.

Within the limitations mentioned above the student may choose from a wide range of training to meet the requirements of the vocational-technical component. Areas of study may include Agriculture, Aviation, Industrial, Computer, Drafting, Graphic Arts, Accounting, Secretarial, Child Care, Practical Nursing, etc.

Students who live in communities where vocational-technical training is not available may be granted permission, depending on available room, to live on the Grace campus while pursuing vocational-technical training. A number of schools in the Omaha area located a few miles from Grace have a wide range of programs available.

COOPERATIVE ASSOCIATE IN BIBLE DEGREE PROGRAM

Required Courses **Total credits 90**

Biblical/Theology Subjects **Total 30 credits**

BI 101 Old Testament 1	3
BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3
BI 104 Survey of Epistles	3
BI 202 Prophecies 1	3
BI 401 Romans	3
BI Bible Elective	3
TH 211-212 Doctrine 1,2	6

General Education Subjects **Total 18 credits**

EN 111-112 English Comp. 1,2	6
SP 120 Speech Communications	3
PE 101 Orientation to Total Fitness	1
PE Electives	1
SS 100 General Psychology	3
SS 101 Student Life Orientation	1
General Education Electives	3

Leadership Core Subjects **Total 14 credits**

LC 101 World Christian	2
LC 102 Evangelism and Apologetics	3
LC 200 Principles & Methods of Teaching	3
LC 201 Local Church Ministry	3
LC 301 Princ. of Leadership & Management	3

Vocational-Technical Subjects **Total 28 credits**

SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 100 General Psychology	3	SP 120 Speech Communications	3
SS 101 Student Life Orientation	1	PE Elective	1
SLT 101 Servant Leadership Training		SLT 102 Servant Leadership Training	

Vocational-technical training at another institution
prior to final year at Grace University

Third Year			
BI 401 Romans	3	BI 202 Prophecies 1	3
BI Bible Elective	3	BI 204 Gospels	3
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	LC 200 Princ. & Methods of Teaching	3
LC 301 Princ. of Lead. & Management	3	General Education Elective	3
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

COOPERATIVE BACHELOR OF SCIENCE DEGREE PROGRAM

Required Courses **Total credits 125**

Biblical/Theology Subjects **Total 30 credits**

BI 101 Old Testament 1	3
BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3
BI 104 Survey of Epistles	3
BI 202 Prophecies 1	3
BI 204 Gospels	3
BI 401 Romans	3
BI Bible Elective	3
TH 211-212 Doctrine 1,2	6

General Education Subjects **Total 36 credits**

EN 111-112 English Comp. 1,2	6
SP 120 Speech Communications	3
PE 101 Orientation to Total Fitness	1
PE Electives	1
SS 100 General Psychology	3
SS 101 Student Life Orientation	1
¹ General Education Electives	21

¹The student may complete these credits either at Grace University or as part of the Associate in Applied Science degree. Vocational-technical credits may not be used to meet this requirement.

Leadership Core Subjects **Total 14 credits**

LC 101 World Christian	2
LC 102 Evangelism and Apologetics	3
LC 200 Principles & Methods of Teaching	3
LC 201 Local Church Ministry	3
LC 301 Princ. of Leadership & Management	3

Elective Subjects **Total 3 credits**

Vocational-Technical Subjects
Minimum of 42 credits

SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 100 General Psychology	3	SP 120 Speech Communications	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

Vocational-technical training at another institution
prior to final year at Grace University

Fourth Year			
BI 401 Romans	3	BI 202 Prophecies 1	3
BI Bible Elective	3	BI 204 Gospels	3
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	LC 200 Princ. & Methods of Teaching	3
LC 301 Princ. of Lead. & Management	3	___ Elective	3
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	



AVIATION COOPERATIVE PROGRAM

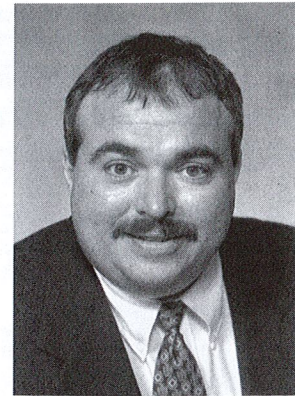
Bachelor of Science Degree

(Biblical Studies Major and Aviation Maintenance Technology)

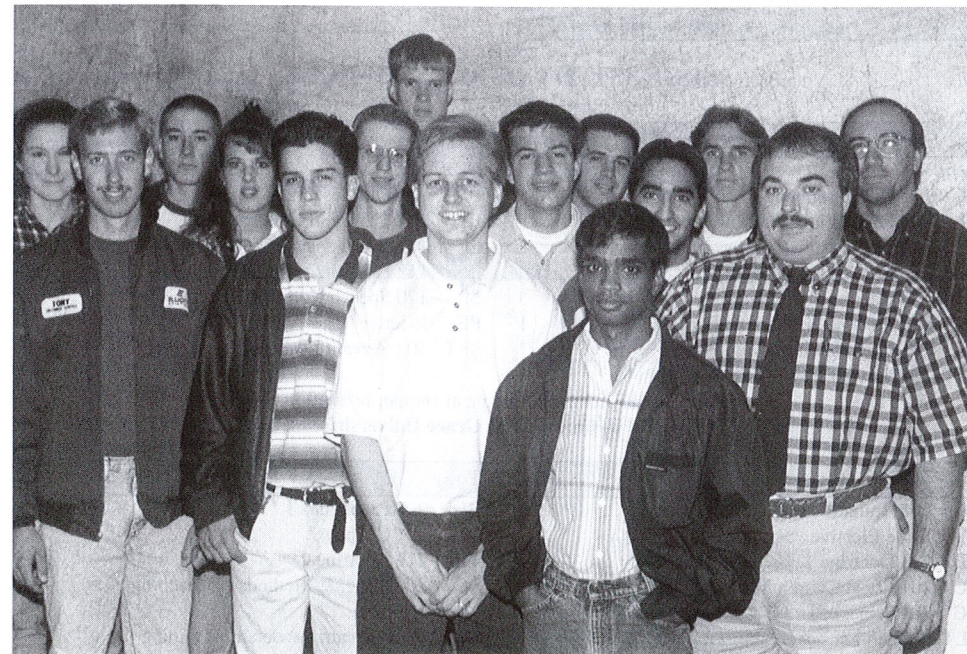
Required Courses **Total credits 127**

Biblical/Theology Subjects		Total 30 credits	Leadership Core Subjects		Total 11 credits
BI 101 Old Testament 1	3		LC 101 World Christian	2	
BI 112 Old Testament 2	3		LC 102 Evangelism and Apologetics	3	
BI 103 Foundations of Bible Study	3		LC 200 Principles & Methods of Teaching	3	
BI 104 Survey of Epistles	3		LC 201 Local Church Ministry	3	
BI 202 Prophecies 1	3				
BI 204 Gospels	3				
BI 401 Romans	3				
BI Bible Elective	3				
TH 211-212 Doctrine 1,2	6				
General Education Subjects		Total 36 credits	Aviation Maintenance Technology completed at Iowa Western Community College Total 50 credits		
EN 111-112 English Comp. 1,2	6		Aviation General		
PE 101 Orientation to Total Fitness	1		Aviation Airframe I		
PE Electives	1		Aviation Airframe II		
SS 100 General Psychology	3		Aviation Airframe III		
SS 101 Student Life Orientation	1		Aviation Airframe IV		
SS 214 Cultural Anthropology	3		Aviation Powerplant I		
SS 431-432 American Civilization 1,2	6		Aviation Powerplant II		
'General Education Electives	13		Aviation Powerplant III		
			Aviation Powerplant IV		

'The student may complete these credits either at Grace University or as part of the Associate in Applied Science degree. Aviation Maintenance credits may be used to meet this requirement.



David Shrader
Director of Aviation



SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 100 General Psychology	3	SS 432 American Civilization 2	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

'Aviation maintenance training at Iowa Western Community College

Second Year			
Aviation General	18	Aviation Airframe I	8
Speech Communications Elective	3	Aviation Airframe II	8.5
SLT 201 Servant Leadership Training		General Education Elective	3
		SLT 202 Servant Leadership Training	

Summer Session	
Aviation Airframe III	9

Third Year			
Aviation Airframe IV	8.5	Aviation Powerplant II	8
Aviation Powerplant I	8.5	Aviation Powerplant III	9.5
General Education Elective	3	General Education Elective	3
SLT 301 Servant Leadership Training		SLT 302 Servant Leadership Training	

Summer Session	
Aviation Powerplant IV	8

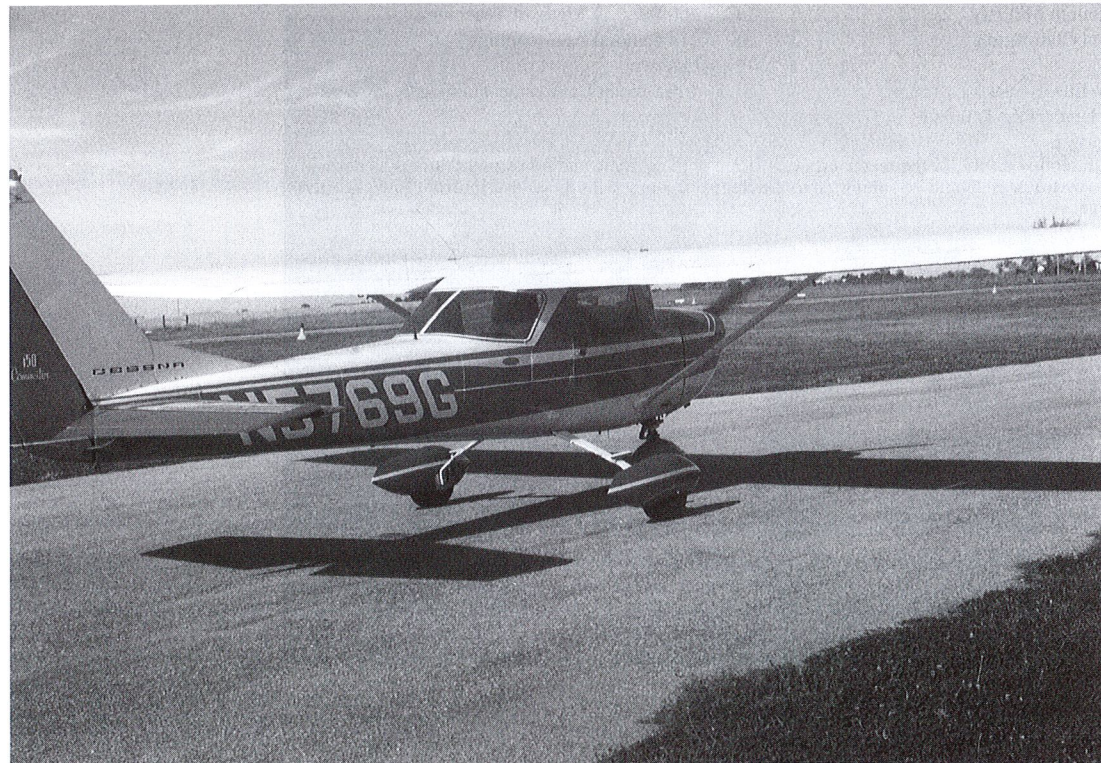
Fourth Year			
BI 401 Romans	3	BI 202 Prophecies I	3
BI Bible Elective	3	BI 204 Gospels	3
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	LC 200 Princ. & Meth. of Teaching	3
SS 431 American Civilization 1	3	SS 214 Cultural Anthropology	3
PE Elective	1	PE Elective	1
General Education Elective	3	SLT 402 Servant Leadership Training	
SLT 401 Servant Leadership Training			

'The student is required to qualify for the mechanics certificate with airframe and powerplant ratings as defined by the FAA. These certificates should be submitted to the Registrar along with the transcript from Iowa Western Community College.

AVIATION COOPERATIVE PROGRAM
Bachelor of Science Degree
(Biblical Studies Major and Flight Training)
{with Iowa Western Community College}

Required Courses **Total credits 126**

Biblical/Theology Subjects		Total 30 credits		Leadership Core Subjects		Total 11 credits	
BI 101 Old Testament 1	3	LC 101 World Christian	2				
BI 112 Old Testament 2	3	LC 102 Evangelism and Apologetics	3				
BI 103 Foundations of Bible Study	3	LC 200 Principles & Methods of Teaching	3				
BI 104 Survey of Epistles	3	LC 201 Local Church Ministry	3				
BI 202 Prophecies 1	3						
BI 204 Gospels	3						
BI 401 Romans	3						
BI Bible Elective	3						
TH 211-212 Doctrine 1,2	6						
General Education Subjects		Total 37 credits		Elective Subjects		Total 9 credits	
EN 111-112 English Comp. 1,2	6	AV 201 Private Pilot Ground School	2				
PE 101 Orientation to Total Fitness	1	AV 203 Private Pilot Flight Training	2				
PE Electives	1	AV 204 Technical Flight Development 1	4				
SS 100 General Psychology	3	AV 206 Aviation Instrument Ground School	3				
SS 101 Student Life Orientation	1	AV 207 Aviation Instrument Flight Training	4				
SS 214 Cultural Anthropology	3	AV 301 Technical Flight Development 2	2				
SS 431-432 American Civilization 1,2	6	AV 303 Technical Flight Development 3	3				
General Education completed in conjunction with Flight Training	11	AV 304 Technical Flight Development 4	4				
AV 201B, 203A, 206A Cartography 1,2,3	3	AV 306 Commercial Ground School	6				
AV 203B, 207A Communications 1,2	2	AV 307 Commercial Flight Training	4				
AV 201C, 207B Mathematics 1,2	2	AV Electives from AV 401-406a (must include 30 flight hours) see p. 114.	5				
AV 201A, 206B Meteorology 1,2	3						
AV 201D Physics	1						
General Education Electives	3						



SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 100 General Psychology	3	SS 432 American Civilization 2	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

¹Aviation maintenance training at Iowa Western Community College

Second Year			
AV 201 Private Pilot Ground School	2	AV 204 Tech. Flight Dev. 1	4
AV 201 A,B,C,D	4	AV 206 Aviation Instrument Ground School	3
AV 203 Private Pilot Flight Training	2		
AV 203A,B	2	AV 206A,B	3
Speech Communications Elective	3	Elective	3
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

Summer Session

AV 207 Av. Instrument Flight Training	4
AV 207A,B	2

Third Year			
AV 301 Technical Flight Dev. 2	2	AV 304 Technical Flight Dev. 4	4
AV 303 Technical Flight Dev. 3	3	AV 306 Commercial Ground School	6
Elective	3	Elective	3
SLT 301 Servant Leadership Training		SLT 302 Servant Leadership Training	

Summer Session

AV 307 Commercial Flight Training	4
AV Electives from Av 401-406a (must include 30 flight hours)	5

Fourth Year			
BI 401 Romans	3	BI 202 Prophecies 1	3
BI Bible Elective	3	BI 204 Gospels	3
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	LC 200 Princ. & Meth. of Teaching	3
SS 431 American Civilization 1	3	SS 214 Cultural Anthropology	3
PE Elective	1	PE Elective	1
General Education Elective	3	SLT 402 Servant Leadership Training	
SLT 401 Servant Leadership Training			

¹After completing this program the student will have accumulated 295 flight hours including 88 dual hours. All flight training must be completed in an approved program.

AVIATION COOPERATIVE PROGRAM
Bachelor of Science Degree
(Biblical Studies Major, Aviation Maintenance Technology, and Flight Training)
{with Iowa Western Community College}

Required Courses **Total credits 167**

Biblical/Theology Subjects		Total 30 credits		Leadership Core Subjects		Total 11 credits	
BI 101 Old Testament 1	3	LC 101 World Christian	2	Aviation General		Aviation Maintenance Technology completed at Iowa Western Community College	Total 50 credits
BI 112 Old Testament 2	3	LC 102 Evangelism and Apologetics	3	Aviation Airframe I			
BI 103 Foundations of Bible Study	3	LC 200 Principles & Methods of Teaching	3	Aviation Airframe II			
BI 104 Survey of Epistles	3	LC 201 Local Church Ministry	3	Aviation Airframe III			
BI 202 Prophecies 1	3			Aviation Airframe IV			
BI 204 Gospels	3			Aviation Powerplant I			
BI 401 Romans	3			Aviation Powerplant II			
BI Bible Elective	3			Aviation Powerplant III			
TH 211-212 Doctrine 1,2	6			Aviation Powerplant IV			
General Education Subjects		Total 37 credits		Flight Training		Total 39 credits	
EN 111-112 English Comp. 1,2	6	AV 201 Private Pilot Ground School	2	AV 201 Private Pilot Ground School	2	AV 203 Private Pilot Flight Training	2
PE 101 Orientation to Total Fitness	1	AV 203 Private Pilot Flight Training	2	AV 203 Private Pilot Flight Training	2	AV 204 Technical Flight Development 1	4
PE Electives	1	AV 204 Technical Flight Development 1	4	AV 204 Technical Flight Development 1	4	AV 206 Aviation Instrument Ground School	3
SS 100 General Psychology	3	AV 206 Aviation Instrument Ground School	3	AV 206 Aviation Instrument Ground School	3	AV 207 Aviation Instrument Flight Training	4
SS 101 Student Life Orientation	1	AV 207 Aviation Instrument Flight Training	4	AV 207 Aviation Instrument Flight Training	4	AV 301 Technical Flight Development 2	2
SS 214 Cultural Anthropology	3	AV 301 Technical Flight Development 2	2	AV 301 Technical Flight Development 2	2	AV 303 Technical Flight Development 3	3
SS 431-432 American Civilization 1,2	6	AV 303 Technical Flight Development 3	3	AV 303 Technical Flight Development 3	3	AV 304 Technical Flight Development 4	4
General Education completed in conjunction with Flight Training	11	AV 304 Technical Flight Development 4	4	AV 304 Technical Flight Development 4	4	AV 306 Commercial Ground School	6
AV 201B, 203A, 206A Cartography 1,2,3	3	AV 306 Commercial Ground School	6	AV 306 Commercial Ground School	6	AV 307 Commercial Flight Training	4
AV 203B, 207A Communications 1,2	2	AV 307 Commercial Flight Training	4	AV 307 Commercial Flight Training	4	AV Electives from AV 401-406a (must include 30 flight hours) see p. 114.	5
AV 201C, 207B Mathematics 1,2	2	AV Electives from AV 401-406a (must include 30 flight hours) see p. 114.	5				
AV 201A, 206B Meteorology 1,2	3						
AV 201D Physics	1						
General Education Electives	3						



SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 100 General Psychology	3	SS 432 American Civilization 2	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orientation to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

¹Aviation maintenance training at Iowa Western Community College

Second Year			
Aviation General	18	Aviation Airframe I	8
Speech Communications Elective	3	Aviation Airframe II	8.5
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	

Summer Session

Aviation Airframe III	9
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Third Year			
Aviation Airframe IV	8.5	Aviation Powerplant II	8
Aviation Powerplant I	8.5	Aviation Powerplant III	9.5
SLT 301 Servant Leadership Training		SLT 302 Servant Leadership Training	

Summer Session

Aviation Powerplant I	8
AV 201 Private Pilot Ground School	2
AV 201A,B,C,D	4
AV 203 Private Pilot Flight Training	2
AV 203A,B	2

Fourth Year			
BI Bible Elective	3	LC 200 Princ. & Methods of Teaching	3
LC 201 Local Church Ministry	3	SS 214 Cultural Anthropology	3
SS 431 American Civilization 1	3	PE Elective	1
PE Elective	1	AV 207 Aviation Inst. Flight Training	4
AV 204 Technical Flight Dev. 1	4	AV 207A,B	2
AV 206 Aviation Inst. Ground School	3	AV 301 Technical Flight Dev. 2	2
SLT 401 Servant Leadership Training		SLT 402 Servant Leadership Training	

Summer Session

AV 303 Technical Flight Development	3
AV 304 Technical Flight Development 4	4

Fifth Year			
BI 401 Romans	3	BI 202 Prophecies 1	3
TH 211 Doctrine 1	3	BI 204 Gospels	3
AV 306 Commercial Ground School	6	BI 212 Doctrine 2	3
AV 307 Commercial Flight Training	4	AV Electives from AV 401-406a (must include 30 flight hours)	5
SLT 501 Servant Leadership Training		SLT 502 Servant Leadership Training	

¹The student is required to qualify for the mechanics certificate with airframe and powerplant ratings as defined by the FAA. These certificates should be submitted to the Registrar along with the transcript from Iowa Western Community College.

NURSING COOPERATIVE PROGRAM

**Bachelor of Science Degree
(Biblical Studies Major, Nursing Major)**

Purpose

The student who completes this program should be able to: (1) render a spiritual ministry in the professional field of nursing through an integration of Bible and nursing, and a deepened spiritual life, (2) serve effectively in a cross-cultural setting, (3) provide evidence that the requirements for entry into the professional field of nursing have been satisfactorily completed, (4) fulfill the objectives of the Biblical Studies Division (as presented on p. 42 of the catalog), and (5) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).

A Joint Program

This program is made possible through cooperation with Schools of Nursing which are fully accredited by State Boards of Nursing and the National League for Nursing. The plan is for students to spend the first year on the Grace campus in studies in Bible and general education during which time they are to make application for admission to a School of Nursing. If accepted, the next two or three years are spent in pursuing nursing education. The fourth or fifth year students return to Grace campus to complete the program.

After completing the training at a School of Nursing, if the students successfully pass the State Board examination, they become registered nurses (R.N.). If they successfully complete the final year at Grace, they are graduated with a Bachelor of Science degree from the Grace University.

Since the purpose of this program is to prepare for a spiritual ministry its nature is somewhat different from other college nursing programs. Students who complete their nursing education in two or three years and who plan to seek supervisory positions, teach in nursing schools or desire other positions normally requiring advanced degrees should note the terminal nature of this program. They would probably need to take additional undergraduate work to qualify for admission to graduate programs. The student who is desirous of making nursing an effective spiritual ministry will find this program a very rewarding experience.

Students who wish to enroll in this program should keep in mind that acceptance by the Grace University does not necessarily mean acceptance by the School of Nursing.

Students may complete their nursing education in any school of nursing that is accredited. For verification that the credits will be accepted by Grace, the applicant may send a copy of the most recent nursing school catalog to the Academic Vice-President.

Applicants who have already completed their nurse's training and are registered nurses may complete the two years in sequence.

Required Courses **Total credits 137**

Biblical/Theology Subjects		Leadership Core Subjects	
Total 30 credits		Total 11 credits	
BI 101 Old Testament 1	3	LC 101 World Christian	2
BI 112 Old Testament 2	3	LC 102 Evangelism and Apologetics	3
BI 103 Foundations of Bible Study	3	LC 200 Princ. & Methods of Teaching	3
BI 104 Survey of Epistles	3	LC 201 Local Church Ministry	3
BI 202 Prophecies 1	3		
BI 204 Gospels	3		
BI 401 Romans	3		
BI Bible Elective	3		
TH 211-212 Doctrine 1,2	6		
General Education Subjects		Nursing Education	
Total 36 credits		Total 60 credits	
EN 111-112 English Comp. 1,2	6	*The student may complete these credits either at Grace University or as part of the Nursing Degree. Nursing credits may not be used to meet this requirement.	
SP 120 Speech Communications	3		
HU 221 Introduction to Philosophy	3		
PE 101 Orientation to Total Fitness	1		
PE Elective	1		
SS 100 General Psychology	3		
SS 101 Student Life Orientation	1		
SS 332 World Civilization 2	3		
†General Education Electives	15		

SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	LC 102 Evangelism and Apologetics	3
EN 111 English Comp. 1	3	EN 112 English Comp. 2	3
SS 100 General Psychology	3	SP 120 Speech Communications	3
SS 101 Student Life Orientation	1	PE Elective	1
PE 101 Orient. to Total Fitness	1	SLT 102 Servant Leadership Training	
SLT 101 Servant Leadership Training			

Nursing Education completed at another institution prior to final year at Grace University.

Final Year			
BI 401 Romans	3	BI 202 Prophecies 1	3
BI Bible Elective	3	BI 204 Gospels	3
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
LC 201 Local Church Ministry	3	LC 200 Princ. & Methods of Teaching	3
HU 221 Introduction to Philosophy	3	SS 332 World Civilization 2	3
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	



ELEMENTARY EDUCATION COOPERATIVE PROGRAM

Associate of Arts Degree

(Biblical Studies Major, General Education)

This program is designed for students who desire to teach in Christian elementary schools. There is a growing need for teachers who have developed a Christian philosophy of education and have integrated their knowledge of the Bible with professional and general subjects. Many churches and independent boards look to Christian Colleges for prospective teachers who are spiritually and academically prepared to carry out the mission of their schools. This program is designed to help meet this need.

This program is offered as a foundation to continued study at Peru State College or another approved institution. Students earn an associate degree at Grace University by completing the program outlined below and a Bachelor of Science in Education degree from Peru State College or another institution by completing approximately an additional 51 hours.

Students accepted by Peru State College must have the following high school preparation to be eligible for acceptance by Teachers Colleges: four years of language arts, including three years of English with one year of composition, and one year selected from speech, journalism, literature, or foreign language; two years of mathematics, including one year of algebra and one year selected from geometry, advanced algebra, trigonometry, calculus, or computer science; two years of sciences, such as biology, physics, chemistry, earth sciences, or life sciences; and two years of social sciences, such as American government, American history, world history, psychology, sociology, or anthropology.

Students who complete the requirements of this program as indicated above qualify for a teaching certificate from the Nebraska Department of Education. While many states have reciprocal arrangements in regard to certification, qualifications for teaching licenses vary among states. Students are advised, therefore, to refer to the certification requirements of the specific states under consideration.

Graduates of this program may also apply to the Association of Christian Schools International to be certified to teach in member schools of this Association.

The students who complete this program should be able to: (1) demonstrate an understanding of and an appreciation for the philosophy, history and operation of the Christian school, (2) demonstrate proficiency in the subject areas in which they will be instructing children, (3) show familiarity with the elementary curriculum, methods and materials essential to a beginning Christian teacher, (4) demonstrate the necessary teaching skills, management techniques, and personal attitudes normally expected of a successful Christian teacher, (5) demonstrate an understanding of, a love for and a desire to teach elementary age children, (6) fulfill the objectives of the Biblical Studies Division (as presented on page 42 of the catalog), (7) fulfill the objectives of the General Education Division (as presented on page 48 of the catalog), and (8) fulfill the objectives of the Leadership Core component (as presented on p. 48 of the catalog).

ELEMENTARY EDUCATION COOPERATIVE PROGRAM

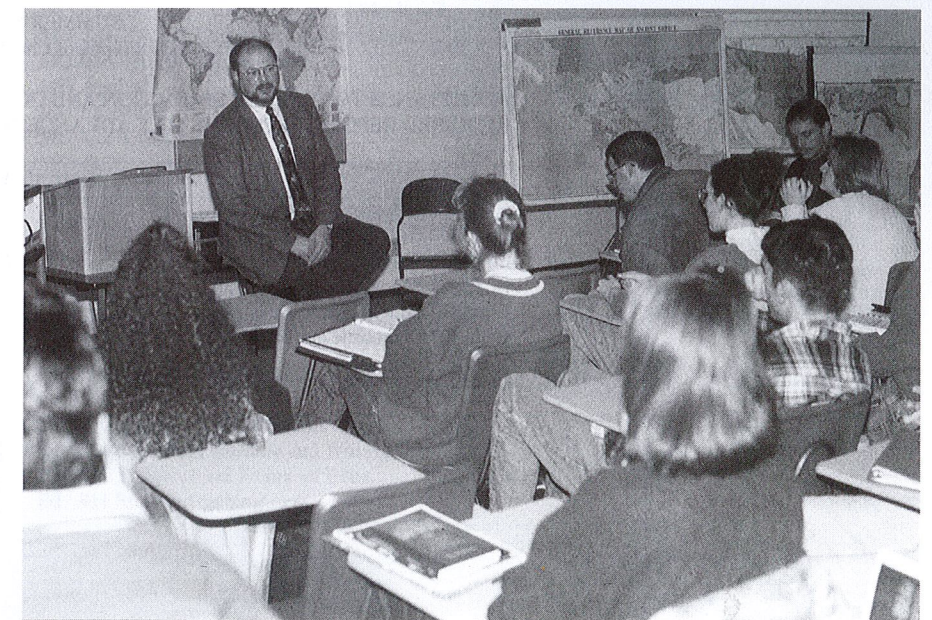
Associate of Arts Degree (Grace University);

Bachelor of Science Degree (Peru State College)

(Biblical Studies Major, Elementary Education Major)

Required Courses **Total credits 139**

Biblical/Theology Subjects		Total 24 credits	Peru State College		Total 54 credits
BI 101	Old Testament 1	3	Art 308	Art Exploration	3
BI 112	Old Testament 2	3	Eng 203	Literature for Children Through Adolescence	3
BI 103	Foundations of Bible Study	3	Mu 251	Elementary Music Methods	2
BI 104	Survey of Epistles	3	Psy 255	Human Relations	3
BI 204	Gospels	3	SpEd 200	Introduction to Special Education	3
BI	Bible/Theology Elective	3	Ed 301	Practicum in Social Studies and Language Arts	1
TH 211-212	Doctrine 1,2	6	Ed 325	Teaching Language Arts in Elementary School	3
General Education Subjects			Total 50 credits		
EN 111-112	English Comp. 1,2	6	Ed 326	Teaching Social Studies in Elementary School	3
SP 120	Speech Communications	3	Ed 302	Practicum in Math and Science	1
HU 221	Introduction to Philosophy	3	Ed 327	Teaching Math in Elementary School	2
HU 382	American Literature	3	Ed 328	Teaching Science in Elementary School	2
MA 202	Mathematics for Teachers	3	Ed 317	Educational Tests and Measurements	3
MA 211	Statistics	3	Ed 334	Teaching Reading in Elementary School	3
CS 130	Intro. to Computer Applications	3	Ed 403	Diagnostic and Remedial Reading	3
NS 341	Principles of Biology	4	Ed 400	Philosophical Foundations of Educ.	3
NS 342	Physical Science	3	Ed 410	Elementary Student Teaching	16
PE 101	Orientation to Total Fitness	1			
PE 211	PE in Primary Grades	2			
SS 100	General Psychology	3			
SS 101	Student Life Orientation	1			
SS 211	Human Growth & Development	3			
SS 331	World Civilization 1	3			
SS 431-432	American Civilization 1,2	6			
Leadership Core Subjects			Total 5 credits		
LC 101	World Christian	2			
LC 102	Evangelism and Apologetics	3			
Elementary Education Subjects			Total 6 credits		
EE 204	Elem. Educ. Field Experience	1			
EE 211	Educational Psychology	3			
EE 300	Philosophy of Christian School Education	2			



ELEMENTARY EDUCATION COOPERATIVE PROGRAM

SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	EN 112 English Comp. 2	3
EN 111 English Comp. 1	3	NS 342 Physical Science	3
SP 120 Speech Communications	3	SS 100 General Psychology	3
SS 101 Student Life Orientation	1	SLT 102 Servant Leadership Training	3
PE 101 Orientation to Total Fitness	1	Art 308 Art Exploration (Peru)	3
SLT 101 Servant Leadership Training			

SUMMER SCHOOL
LC 102 Evangelism & Apologetics 3

Second Year			
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
EE 211 Educational Psychology	3	MA 202 Math for Teachers	3
EE 204 El Ed Field Experience	1	CS 130 Intro. to Comp. Applications	3
HU 221 Intro. to Philosophy	3	PE 211 PE in Primary Grades	2
NS 341 Principles of Biology	4	SLT 202 Servant Leadership Training	3
SS 211 Human Growth & Dev.	3	Eng 203 Lit for Child through Adol. Peru)	3
SLT 201 Servant Leadership Training		SpEd 200 Introduction to SpEd (Peru)	3

ADMITTANCE TO TEACHER EDUCATION, GENERAL STUDIES COMPUTER SCIENCE REQUIREMENTS & COMPLETION OF LEVEL 1 COURSES ARE REQUIRED BEFORE A STUDENT MAY ADVANCE TO LEVEL II

Third Year			
MA 211 Statistics	3	BI 204 Gospels	3
SS 431 American Civilization 1	3	HU 382 American Literature	3
SLT 301 Servant Leadership Training		SS 432 American Civilization 2	3
Educ 325 Teach. Lang. Arts in the El/Middle School (Peru)	3	SLT 302 Servant Leadership Training	
Educ 326 Teach. Soc. Stud. in the El/Middle School (Peru)	3	Educ 327 Teach. Math in the El/Middle School (Peru)	2
Educ 334 Teach. Read. in the El.Sc.(Peru)	3	Educ 328 Teach. Science in the El/Middle School (Peru)	2
Educ 301 Pract. in Soc. Stud. & L.A. (Peru)	1	Educ 302 Pract. in Math & Science (Peru)	1
		Psych 255 Human Relations (Peru)	3

SUMMER SCHOOL
EE 300 Philosophy of Christian School Education

ADMITTANCE TO TEACHER EDUCATION AND COMPLETION OF LEVELS I & II COURSES ARE REQUIRED BEFORE A STUDENT MAY ADVANCE TO LEVEL III

Fourth Year			
BI Bible/Theology Elective	3	Educ410 Elem. Student Teaching (Peru)	16
EE 402 Hist. & Phil. of Education (Peru)	3	SLT 402 Servant Leadership Training	
SS 331 World Civilization 1	3	Mu 251 El. Music Methods (Peru)	2
SLT 401 Servant Leadership Training			
Educ 317 Educ. Tests & Meas. (Peru)	3		
Educ 403 Diagnostic and Rem. Read. (Peru)	3		

MUSIC EDUCATION COOPERATIVE PROGRAM

Associate of Arts Degree

The University offers this program in cooperation with Peru State College. Students earn an associate degree from Grace University and a Bachelor of Science in Music Education degree from Peru State College. Graduates receive Nebraska certification to teach K-12 vocal and instrumental.

Students enrolled in the Music Education Cooperative Program maintain a close relationship with Grace until graduation. This is because (1) many Peru State College subjects are taught on Grace's campus and (2) students take subjects from Grace each semester until the student teaching semester.

The students who complete the music education major should (1) demonstrate proficiency in a major applied area of concentration such as keyboard, instrumental, or voice, (2) manifest understanding of music theory, history, and aesthetics, (3) demonstrate leadership skills necessary to plan and direct a school music program, (4) demonstrate proficiency in conducting, (5) demonstrate the necessary teaching skills, management techniques, and personal attitudes normally expected of a successful Christian teacher, (6) fulfill the objectives of the General Studies division, (7) demonstrate a general understanding of scripture, maturity in the interpretation of scripture, and knowledge of Christianity's major doctrines.

MUSIC EDUCATION COOPERATIVE PROGRAM

**Associate of Arts Degree (Grace University);
Bachelor of Science Degree (Peru State College)
(Biblical Studies Minor, Music Education Major)**

Required Courses Total credits 158

Biblical/Theology Subjects	Total 21 credits	Music Education Subjects	Total 52 credits
BI 101 Old Testament 1	3	MU 121,122,221,222 Comp. Musicianship	
BI 112 Old Testament 2	3		
BI 103 Foundations of Bible Study	3	1,2,3,4	16
BI 104 Survey of Epistles	3	MU 313,314 Conducting 1,2	4
TH 211,212,314 Doctrine 1,2,3	9	MU 335,336 History & Literature of Music 1,2	6
		MU 223,224,325,326 Methods & Materials	4
		MU 010-080 Performance Hour	
		MU Applied	10
		MU Ensemble	8
		MU 422 Arranging	3
		MU 412 Senior Recital	1
General Education Subjects	Total 38 credits	Peru State College	Total 39 credits
EN 111-112 English Comp. 1,2	6	Mu 251 Elementary Music Methods	2
SP 120 Speech Communications	3	Psy 255 Human Relations	3
HU Elective	6	SpEd 200 Introduction to Special Educ.	3
MA or NS Elective (lab required)	7	Mu 321 Choral Techniques	2
CS Elective	3	Mu 322 Band Techniques	2
PE 101 Orientation to Total Fitness	1	Ed 208 Orientation and Practicum	1
PE Elective	3	Ed 309 Secondary Practicum	2
SS 211 Human Growth & Development	3	Ed 300 Classroom Management	2
SS History Elective	6	Ed 434 Secondary Reading and Writing	3
		Ed 400 Philosophical Found. of Educ.	3
		Ed 411 Student Teaching	16
Leadership Core Subjects	Total 5 credits		
LC 101 World Christian	2		
LC 102 Evangelism and Apologetics	3		
Elementary Education Subjects	Total 3 credits		
EE 211 Educational Psychology	3		
EE 402 History & Philosophy of Education	3		

SUGGESTED COURSE SCHEDULE

First Year			
Dept.	Credit	Dept.	Credit
BI 101 Old Testament 1	3	BI 112 Old Testament 2	3
BI 103 Foundations of Bible Study	3	BI 104 Survey of Epistles	3
LC 101 World Christian	2	EN 112 English Comp. 2	3
EN 111 English Comp. 1	3	MU 122 Comp. Musicianship 2	4
PE 101 Orientation to Total Fitness	1	MU Applied	1
MU 121 Comprehensive Musicianship1		MU Ensemble	1
MU Ensemble	1	SLT 102 Servant Leadership Training	
MU Applied	1	MU 020 Performance Hour	
SLT 101 Servant Leadership Training		PE Elective	1
MU 010 Performance Hour			

Second Year			
TH 211 Doctrine 1	3	TH 212 Doctrine 2	3
MU 221 Comprehensive Musicianship	3	MU 222 Comp. Musicianship 4	3
CO 120 Speech Communications	3	PE Elective	1
MU 313 Conducting 1/		MU 314 Conducting 2/	
MU 335 History and Lit. of Music 1	2/3	MU 336 History and Lit. of Music 2	2/3
MU Instrumental Methods	1	MU Instrumental Methods	1
MU Applied	1	MU Applied	1
MU Ensemble	1	MU Ensemble	1
SLT 201 Servant Leadership Training		SLT 202 Servant Leadership Training	
MU 030 Performance Hour		MU 040 Performance Hour	
SS 211 Human Growth and Dev.	3	SpEd 200 Intro. to Special Ed. (Peru)	3

SUMMER SCHOOL LC 102 Evangelism & Apologetics 3
Humanities 3

ADMITTANCE TO TEACHER EDUCATION, GENERAL STUDIES COMPUTER SCIENCE REQUIREMENTS & COMPLETION OF LEVEL I COURSES ARE REQUIRED BEFORE A STUDENT MAY ADVANCE TO LEVEL II

Third Year			
MU 335 History and Lit. of Music1/		TH 314 Doctrine 3	3
MU 313 Conducting 1	3/2	MU 336 History and Lit. of Music 2/	
MU Instrumental Methods	1	MU 314 Conducting 2	3/2
CS Elective	3	MU Instrumental Methods	1
MU Applied	1	Science or Math Elective	4/3
MU Ensemble	1	MU Applied	1
SLT 301 Servant Leadership Training		MU Ensemble	1
MU 050 Performance Hour		SLT 302 Servant Leadership Training	
EE 211 Educational Psychology	3	MU 060 Performance Hour	
PE Elective	1	PSY 255 Human Relations (Peru)	3
ED 208 Orientation and Pract (Peru)	1		

SUMMER SCHOOL History (2) 6

ADMITTANCE TO TEACHER EDUCATION AND COMPLETION OF LEVELS I & II COURSES ARE REQUIRED BEFORE A STUDENT MAY ADVANCE TO LEVEL III

Fourth Year			
Humanities	3	MU 422 Arranging	3
Science or Math Elective	3/4	MU 412 Senior Recital	1
MU 322 Band Techniques	2	MU Applied	1
MU Applied	1	MU Ensemble	1
EE 402 History and Phil. of Ed.	3	SLT 402 Servant Leadership Training	
MU Ensemble	1	MU 080 Performance Hour	
SLT 401 Servant Leadership Training		MU 321 Choral Techniques (Peru)	2
MU 070 Performance Hour		ED 300 Classroom Management	2
MU 251 Elem. Music Methods (Peru)	2	ED 309 Secondary Practicum (Peru)	3
		ED 434 Secondary Reading & Writing (Peru)	3

Fifth Year	
ED 411 Student Teaching (Peru)	16

Undergraduate Course Descriptions



Course Numbering	98	Division of Professional Studies	106
Course Abbreviation	98	AV Aviation	106
Division of Biblical Studies	99	CA Camping	109
BI Bible	99	CE Christian Education	110
TH Theology	101	CO Communications	112
Division of General Education	101	EE Elementary Education	114
EN English	101	HDFS Human Development and Family Studies	116
SP Speech	101	IM Intercultural Ministry	118
FL Foreign Languages	101	LC Leadership Core	119
HU Humanities	102	BU Management	119
MA Mathematics	102	MU Music	120
CS Computer Sciences	103	PM Pastoral Ministry	124
NS Natural Sciences	103	RM Rescue Ministry	124
PE Physical Education	103	EXCEL Course Descriptions	126
SS Social Sciences	105		

Course Numbering

The subjects numbered 100-199 are normally for freshmen, 200-299 for sophomores, 300-399 for juniors, and 400-599 for seniors. Subjects with odd numbers are offered in the first semester, subjects with even numbers are offered in the second semester. Subjects with numbers ending in 0 are offered both semesters during Wintersession.

Subjects with the letter C after the department prefix are offered by independent study.

Subjects with the letter T after the department prefix indicate credit by examination.

The University reserves the right to withdraw any subject in which there are insufficient students enrolled.

Course Abbreviation

The curriculum offered at Grace University is organized into the following three divisions. Below are the subjects in each division with proper course abbreviation:

Division of Biblical Studies

Bible, BI

Theology, TH

Division of General Studies

Computer Science, CS

English, EN

Foreign Languages, FL

Humanities, HU

Mathematics, MA

Natural Science, NS

Physical Education, PE

Speech, SP

Social Sciences, SS

Division of Professional Studies

Aviation, AV

Camping, CA

Christian Education, CE

Communications, CO

Elementary Education, EE

Human Development and Family Studies, HDFS

Intercultural Ministry, IM

Leadership Core, LC

Management, BU

Management and Organizational Leadership, MOL

Music, MU

Pastoral Ministry, PM

Rescue Ministry, RM

Human Resource Management, HRM

Division of Biblical Studies

Bible

- BI 101 Old Testament 1** *3 semester hours*
A general survey of Genesis through Esther that relates each book to the total scope of the Bible, this foundational study provides a historical understanding of these Old Testament books and prepares the student for further Biblical study. Particular emphasis is given to origins, covenants, chronology and geography. Attention is also given to authorship, personal applications, and the importance of each book in terms of the development of the divine program.
- BI 112 Old Testament 2** *3 semester hours*
A survey of the poetic and wisdom books of the Old Testament (Job through Song of Solomon). Particular emphasis is given to analyzing and studying this type of literature and to such themes as suffering, worship, ethics, marriage/sexuality and worldview. Also included is a brief review of the major and minor prophets.
- BI 103 Foundations of Bible Study** *3 semester hours*
Designed to guide the student into a proper handling of the Word of God, strengthening interpretive principles, proper exegesis, and Biblical applications as the basis for a life-long study, practice, and ministry of the Scriptures. Methods are utilized within the content of the books of 1, 2, and 3 John.
- BI 104 Survey of Epistles** *3 semester hours*
A survey of the Pauline and General Epistles (Romans through Jude). This study provides a general understanding of these New Testament books and prepares the student for further work in New Testament study. Particular emphasis is given to authorship/ date/recipients, background, distinctive features, personal applications and the major contribution of each book.
- BI 202 Prophecies 1** *3 semester hours*
Through a study of Daniel, Revelation and the Thessalonian letters, the course is designed to establish the premillennial framework for Biblical prophecy.
- BI 204 Gospels** *3 semester hours*
A study of the four gospels with special emphasis on the kingdom (dispensationalism) in Matthew. This course also provides applicational principles for devotional life and discipleship from the life of Christ.
- BI 230C or D Life of Christ** *3 or 4 semester hours*
A study of the earthly life of Christ as revealed in the four Gospels. Attention is given to the political, religious, biblical, and geographical backgrounds. A chronology of events and a harmony of the Gospels is established. Biblical passages are analyzed. The character of purpose of the Gospels and of the Person and ministry of Christ is analyzed.
- BI 301 Genesis** *3 semester hours*
An exposition of Genesis emphasizing the historical, doctrinal and devotional features. Special attention is given to the first eleven chapters. Prerequisite: BI 101.
- BI 302 Isaiah** *3 semester hours*
An expositional study of the greatest of the writing prophets, taking particular note of authorship, historical background, the suffering Savior, the coming Messiah and millennial prophecies. Prerequisite: BI 202.
- BI 303 Joshua, Judges, and Ruth** *3 semester hours*
An expositional study of these three important Old Testament books, giving special emphasis to historical background and synthesis.

- BI 310/510 Seminar in Holy Land Studies** 4 semester hours
A study of the physical features of the land of the Bible, stressing geographical factors affecting settlement and communication in the various regions. Preparatory map study and class previews provide the back-ground to each trip in the field. Relevant archeological, historical, and biblical material is correlated with sites, roads, and features in each region. Regions studied and visited include Galilee, Golan Heights, Judah, Samaria, Negev, Shephelah, Jordan and Jezreel Valleys, Benjamin, Sharon Plain, and Philistia.
- BI 311 1 Corinthians** 3 semester hours
A detailed exposition of this crucial epistle giving special emphasis to the divisions, disorders, and difficulties of the Corinthian church. Special consideration is also given to the nature of spirituality, as well as spiritual gifts. Prerequisites: BI 103, 104.
- BI 312 Prison Epistles - Ephesians, Philippians, Colossians, Philemon** 3 semester hours
An expositional study emphasizing the church as the body and bride of Christ, and presenting Him as the model, the example, and the sufficient and supreme source of truth and life. Prerequisites: BI 103, 104.
- BI 313 Galatians and James** 3 semester hours
An expositional study, noting the problem of law versus grace. Paul's strenuous defense of pure grace and Christian liberty is given careful attention. The practical aspect of these doctrines is considered from the perspective of James. Prerequisites: BI 103, 104.
- BI 314 Pastoral Epistles** 3 semester hours
A detailed exposition of 1 and 2 Timothy and Titus that stresses the organization and discipline of the New Testament church, as well as the role of women in the church. Prerequisites: BI 103, 104.
- BI 401 Romans** 3 semester hours
A study of the book of Romans together with a consideration of the political and religious backgrounds of the writer and the readers. The analysis of the book also considers the doctrines of salvation, national Israel in the plan of God, and a practical application of His grace in the Christian life. Prerequisites: BI 103, 204.
- BI 402 Hebrews** 3 semester hours
An expositional study emphasizing the supremacy and High Priestly ministry of Jesus Christ. Prerequisites: BI 103, 104.
- BI 403 Prophetics 2** 3 semester hours
An integration of the synthetical analysis, theological significance, and historical background of the Old Testament prophetic movement and the writing prophets with biblical communication skills.
- BI 420 Scripture Memory** 1/2 to 2 hours each semester
The verses to be memorized are divided into four main units each of which carries one-half semester-credit-hour. The subjects for the units are: (1) Godhead, (2) Sin and Salvation, (3) Bible and Christian Experience, and (4) selected chapters or various Bible books. The students may complete as many units as they desire and do so in any order they wish. A maximum of two hours of credit is possible.
- BI 499 Special Studies** 1-4 hours semester
The special area of investigation is selected with the guidance and supervision of the Department Chair, and the instructor who directs the study. The subject is also approved by the Academic Vice President. Students are expected to collect, analyze and present the findings of their research in a scholarly way. Regular written reports, complete bibliography, and a critical paper are required. Attendance at regular seminars may be required. Open only to Juniors and Seniors with permission. An alternative to the above is a special apprenticeship/discipleship type program open to outstanding seniors in their final semester before graduation. To be eligible students must have at least a cumulative grade point average of 3.5 and have the recommendation of the Professor, Division Chair and the Academic Vice-President. The student and professor will meet regularly throughout the semester while the student is engaged in specialized research and various projects assigned.

Theology

- TH 211,212, 314 Doctrine 1, 2, and 3** 3 hours each semester
A systematic study of the great doctrines of the Christian faith as presented in Scripture. The ten major themes of the Bible which are examined in the three semesters are: Scripture, God, Jesus Christ, Holy Spirit, Angels, Man, Sin, Salvation, Church and the Last Things.

Division of General Education

English and Speech

- EN 031 English Grammar and Usage Improvement** 0 semester hours
A remedial course to aid the student in improving identifiable weaknesses in the areas of English grammar and usage. The course meets one hour per week.
- EN 111 English Composition 1** 3 semester hours
A study of basic principles of short essay and paragraph writing, with regular practice of these principles in actual writing assignments. Some grammatical study is included for the direct purpose of improving writing performance. Small units of study, such as the study of a novel and other language-related topics of interest, are included as stimulation for the writing process. Students with grammar usage deficiencies are required to take **EN 031 English Grammar and Usage Improvement** simultaneously with this class. Students must pass this class with a grade of "C" or above to be admitted to professional programs.
- EN 112 English Composition 2** 3 semester hours
Study and practice of the processes of academic research and writing, culminating in a research paper. Considerable attention is also given to the grammar of English sentences, this particularly directed toward producing more mature and effective sentences. Students must pass this class with a grade of "C" or above to be admitted to professional programs.
- SP 120 Speech Communications** 3 semester hours
An introduction to public address from a Christian perspective. Special attention is devoted to knowing the components which promote effective verbal communication and developing these through a wide variety of speeches. Lab fee. Students must pass this class with a grade of "C" or above to be admitted to professional programs.

Foreign Languages

- FL 351-352 Greek Grammar 1,2** 3 semester hours
A study of *Essentials of New Testament Greek* by Ray Summers. Emphasis is on mastery of vocabulary and grammar. During the latter part of the second semester, 1 John is translated.
- FL 451-452 Greek Exegesis 1,2** 3 semester hours
After a review of *Essentials of New Testament Greek*, the first semester includes a study of *A Manual Grammar of the Greek New Testament* by Dana and Mantey as well as translating the beginning chapters of the Gospel of John. The second semester continues the study of Dana and Mantey's grammar, plus an examination of *The Text of the New Testament* by Bruce Metzger. In addition, there is the translation and exegesis of various Scripture passages chosen with regard to potential controversy, significance of the Christian life, and importance to the local church and its functions.
- FL 461 Hebrew Grammar 1** 4 semester hours
The study of the essentials of Hebrew grammar, including the alphabet, vocabulary, and the major verb stems. The importance of accurate translation is emphasized.
- FL 462 Hebrew Grammar 2** 4 semester hours
The practical demonstration and application of grammar, reading, and exegesis in the Hebrew Old Testament. (Prerequisite: FL 461)

Humanities

- HU 210 Introduction to Linguistics** *3 semester hours*
A course intended to introduce the student to the terminology and concepts of modern linguistics, helping him develop insight into the linguistic phenomena of his native language and **beyond** his native language. Sound systems of languages (phonetics, phonology, and phonemics), word formation (morphology), sentence formation (syntax), and language **meaning** (semantics) are introduced. The course is intended to develop in the student a curiosity and enthusiasm for language and language-learning, and to enable him to realistically consider Bible translation into indigenous/aboriginal languages as a career option. Offered only in the summer.
- HU 221 Introduction to Philosophy** *3 semester hours*
In this class the student explores the philosophical foundations of Christian theism and the Biblical world view, so that he may appreciate the intellectual and moral foundations of belief in God. After a brief review of logic, fundamental Christian beliefs are developed philosophically, with an emphasis on the nature of faith, the nature of persons, the existence and nature of God, and the structure and content of Christian ethics. The readings are drawn from both classical and contemporary sources.
- HU 310 Literature of the Bible** *3 semester hours*
Primarily designed to increase one's understanding of the Bible and to assist in interpreting it by recognizing and coming to understand the literary forms and devices used therein. It should increase one's understanding of these literary forms and devices by seeing them exemplified in the Bible. Offered only in the summer or by other alternative scheduling.
- HU 321 World's Living Religions** *3 semester hours*
See Intercultural Ministry for description.
- HU 381 English Literature** *3 semester hours*
A brief survey of the major contributions to English literature by outstanding English writers.
- HU 382 American Literature** *3 semester hours*
A survey of the major contributions to American literature by outstanding American writers.
- HU 412 Apologetics** *3 semester hours*
This class develops a Biblically-based, philosophically detailed defense and statement of Christian theism and belief in God. Topics include (1) the aims and methods of apologetics (2) the existence of God (3) religious language (4) the problem of evil (5) miracles and scripture (6) the nature of science, and other contemporary topics relevant to showing the rationality of Christian belief. The readings are drawn from both classical and contemporary sources.
- HU 414 Ethics** *3 semester hours*
Designed to help the student build a Christian world and life view, Biblical and general studies are integrated so that the student can answer current moral, intellectual, and social questions of the day.

Mathematics

- MA 202 Mathematics for Teachers** *3 semester hours*
Designed to assist undergraduate students in the study of Basic Mathematics. It includes the study of Arithmetic, Geometry, Pre-Algebra and other topics relevant to the teaching of Mathematics in the Elementary Schools. It helps students demonstrate that mathematics is needed to solve real-world problems. Students review, extend, reinforce and enrich their backgrounds in mathematics which is appropriate for elementary children. The class is a "hands on," discussion-oriented class where participants will actively practice instructional topics and techniques that they learn in the course.
- MA 211 Statistics** *3 semester hours*
An introduction to basic statistical methods, including central tendency, parametric, non-parametrical procedures (e.g., tests of association, correlation and comparison).

Computer Sciences

- CS 130 Introduction to Computer Applications** *3 semester hours*
This is an introductory course on desktop computers. The students learn to work in the Windows environment. They will have "hands on" experience producing signs, graphics, reports, newsletters, spreadsheets, charts, mail merge and databases. Word for Windows and Excel for Windows are the primary pieces of software. Use of the CD-ROM is also introduced. Lab fee.
- CS 132 Desktop Publishing and Presentation** *3 semester hours*
Using "hands on" approach to involve students in producing computer generated slides, overhead transparencies, computer slideshows, church bulletins, newsletters, signs and brochures. Students use PageMaker, PowerPoint, PhotoFinish and OmniPage application software. They use a scanner with Optical Character Recognition (OCR) software to manipulate text and graphics. Prerequisite: NS 130. Lab fee.

Natural Sciences

- NS 310 Seminar in Holy Land Studies** *4 semester hours*
A study of the physical features of the land of the Bible, stressing geographical factors affecting settlement and communication in the various regions. Preparatory map study and class previews provide the back-ground to each trip in the field. Relevant archeological, historical, and biblical material is correlated with sites, roads, and features in each region. Regions studied and visited include Galilee, Golan Heights, Judah, Samaria, Negev, Shephelah, Jordan and Jezreel Valleys, Benjamin, Sharon Plain, and Philistia.
- NS 341 Principles of Biology** *4 semester hours*
An introductory course covering the chemical organization of life, cell theory, cellular energy pathways, genetics, basic concepts of taxonomy, origins and a survey of the five kingdoms. A two-hour weekly laboratory period is required. For lab fee see p. 23.
- NS 342 Physical Science** *3 semester hours*
A survey of the important discoveries and achievements of science in chemistry, physics, geology, meteorology, and astronomy. BI 310 taken at Jerusalem University College can substitute for NS 342. Lab Fee.

Physical Education

The Physical Education program of Grace University is designed (1) to provide activities conducive to the development of physical skills and the maintenance of bodily health, (2) to provide, through regulated competition, opportunities for developing emotional stability and mature Christian character, (3) to broaden the student's social experience through cooperation in team sports, and (4) to introduce the student to activities and ideas which he can profitably use in conducting recreation in church and camping programs.

All students who graduate from the University are required to complete four semester-credit-hours in physical education, except those in the one and two year programs where the requirement is less and married students who are required to substitute **Married Student Seminar** for one hour of PE. Each student must earn one semester-credit-hour in swimming or give evidence of being able to meet the requirements of PE 151. All physical education classes are graded on a pass-fail basis, except **Orientation to Total Fitness**.

- PE 100 Fitness for Living 1** *1 semester hour*
Designed to improve cardiovascular fitness. (Men and Women).
- PE 110 Fitness for Living 2** *1 semester hour*
Designed to continue the cardiovascular fitness program begun in **Fitness for Living 1**. (Men and Women).

- PE 101 Orientation to Total Fitness** *1 semester hour*
Designed to orient the student to the importance of physical fitness by considering the Scriptural injunctions regarding the body, learning how the body functions and what is harmful to it, and demonstrating how to improve the level of physical fitness. (This course receives a letter grade.)
- PE 151 Elementary Swimming** *1 semester hour*
Designed for the non-swimmer and beginning swimmer including instruction in the American crawl, elementary back stroke and general water safety. (Men and Women). For special fee see p. 23.
- PE 161 Intermediate Swimming** *1 semester hour*
Develops skill and stamina in several basic swimming strokes. (Men and Women). For special fee see p. 23.
- PE 171 Life-Saving Swimming** *1 semester hour*
Taught in conjunction with the YMCA, the student is certified by the Red Cross as a life-saver. Prerequisite PE 161 (Men and Women). Special fee (p. 23).
- PE 200 Aerobics 1** *1 semester hour*
Designed to use aerobic exercise to develop physical fitness. (Women).
- PE 210 Aerobics 2** *1 semester hour*
Designed to continue the aerobic exercise program begun in Aerobics 1.
- PE 211 Physical Education in Primary Grades** *2 semester hours*
Surveys the curricular materials and methods for teaching health and physical education on the elementary level. It also provides for the integration and correlation of health and physical education with general education.
- PE 212 Golf** *1 semester hour*
The fundamentals of golf are given emphasis.
- PE 220 Physical Training 1** *1 semester hour*
Designed to develop general physical conditioning, with emphasis on muscular strength and endurance, through the use of weight training. (Men and Women).
- PE 230 Physical Training 2** *1 semester hour*
Designed to continue the weight training program begun in Physical Training 1. (Men and Women).
- PE 223 Volleyball** *1 semester hour*
An elementary course in the basic fundamentals and rules of playing volleyball. (Men and Women).
- PE 233 Outdoor Recreation** *1 semester hour*
Participation in a backpacking experience over Labor Day weekend. For special fee see P.23.
- PE 234 Group Leadership/Rock Climbing** *1 semester hour*
A class in which students experience the unifying effect of a ropes course and the skill of rock climbing in a group setting.
- PE 237 Basketball** *1 semester hour*
A beginning course designed to instruct in basic skills of individual and team play. (Men and Women).
- PE 240 Bowling** *1 semester hour*
The fundamentals and techniques of bowling. (Men and Women). For special fee, see p. 23.

- PE 250 Tennis** *1 semester hour*
An elementary course in rules, techniques and fundamentals of tennis. (Men and Women).
- PE 252 Skiing** *1 semester hour*
Instruction in beginning down hill skiing at the Crescent Ski facility. For special fee see p. 23.
- PE 260 Racquetball** *1 semester hour*
The fundamental skills of racquetball. (Men and Women). For special fee see p. 23.
- PE '270 Intercollegiate Basketball** *1 semester hour*
Participation in intercollegiate basketball. (Men and Women).
- PE 271 Intercollegiate Soccer** *1 semester hour*
Participation in intercollegiate soccer. (Men).
- PE '273 Intercollegiate Volleyball** *1 semester hour*
Participation in intercollegiate volleyball. (Women).
- PE 280 Cheerleading** *1 semester hour per year*
Participation in varsity cheerleading. Participants must be selected members of the cheerleading squad, practice at least two hours per week, and lead cheers at all games. Credit is allowed in the Spring semester. A maximum of 2 hrs. of cheerleading may be counted toward meeting the required hours in physical education.
- PE 290 Intramural Supervision** *1 semester hour*
Designed to organize and administer the intramural program. By instructor's consent. (Men and Women).
- PE 304 Health and Physical Education** *2 semester hours*
Surveys the curricular materials and methods for teaching health and physical education on the elementary level. It also provides for the integration and correlation of health and physical education with general education.

¹A maximum of 3 hrs. of intercollegiate athletics is counted toward meeting the required hours in physical education.

Social Sciences

- SS 100 General Psychology** *3 semester hours*
Designed to introduce the students to the study of human behavior. Areas of study include: psychological research methods, developmental psychology, senses and perception, altered states of awareness, learning and conditioning, intelligence and testing, and the psychology of abnormal behavior. Each area of study is dealt with from a Christian perspective.
- SS 101 Student Life Orientation** *1 semester hour*
Designed to enable new students to function effectively as college students and Christian leaders. Spiritual, academic, social and vocational issues are covered. Required of all freshman and all transfer students with less than 12 hours.
- SS 102 Married Student Seminar** *1 semester hour*
This seminar gives emphasis to communication skills, intimacy in marriage, conflict resolution, Biblical roles, and financial management. This seminar is required of all married students and may be taken as a substitute for one PE credit.
- SS 201 Principles of Economics 1** *3 semester hours*
A study of the principles of Economics with a microeconomic perspective.
- SS 202 Principles of Economics 2** *3 semester hours*
A continuation of SS 201 with an emphasis on macroeconomics.

- SS 211 Human Growth and Development** *3 semester hours*
A study of basic theories, principles, research findings and ideas about child development from a psychological perspective, covering from conception through adulthood. Those factors which influence the child are noted with regard to their effect on the child's physical, cognitive, social and personality development. Principles of child rearing are also discussed. Prerequisite: SS 100.
- SS 214 Cultural Anthropology** *3 semester hours*
A study of the basic principles of cultural anthropology. The course provides a basis for understanding and appreciating other peoples and their cultures so that students can adjust more readily and work more effectively in an ever-increasing Multicultural world.
- SS 222 Principles of Sociology** *3 semester hours*
An introduction to the study of society and culture, utilizing the research of the social scientist and interpreting it within a Christian framework.
- SS 231 Church History** *3 semester hours*
A chronological survey of the Christian Church that gives special emphasis to theological development and change.
- SS 313 Marriage and the Family** *3 semester hours*
A study of the basic concepts of establishing and maintaining a happy Christian home. This includes a study of roles and relationships in the family as well as relations between the home and the church.
- SS 331-332 World Civilization 1,2** *3 semester hours each semester*
A history of civilization from prehistory to the present, giving special emphasis to the West. Based upon a Christian philosophy of history, political, social, economic, and social developments are examined in their interrelationships and their contributions to the life of man.
- SS 431-432 American Civilization 1,2** *3 semester hours each semester*
A history of the United States from colonization to the present. Based upon a Christian philosophy of history, the political, social, economic, and cultural factors are studied in the shaping of the total national experience.
- SS 499 Special Studies**
See Biblical Studies for description.

Division of Professional Studies

Aviation

- AV 201 Private Pilot Ground School** *2 semester hours*
Designed to analyze the philosophy and practicality of Christian aviation and to instruct in ground school for the purpose of preparing the student to pass the written examination of the Federal Aviation Administration for the Private Pilot's License. The course discusses the varied ministries in which aviation is vitally used. It also analyzes physical characteristics of flight, pre-flight knowledge, aircraft instruments and controls, essential meteorology, navigation, and Federal Aviation regulations. The program of study is integrated with audio-visual presentations, workbook assignments, programmed testing procedures, text-book readings, and graphic studies of weather and aircraft maneuvers.

Taken in conjunction with AV 201 Private Pilot Ground School:

- AV 201A Meteorology 1** *1 semester hour*
Basic weather reports, including surface aviation weather reports (sequence reports), weather depiction charts, surface analysis charts, radar summary charts, significant weather prognosis charts, terminal forecasts, area forecasts, winds and temperatures aloft forecasts, cloud configurations, air masses, frontal systems, and related weather for aviation uses.

- AV 201B Cartography 1** *1 semester hour*
Introduces the student to aviation Sectional and WAC charts, including interpretation of latitude and longitude, isogonic lines and variances between true and magnetic courses, chart legends and symbols, radio and navigational symbols, elevations and obstructions, restricted and prohibited areas, zones and regulations, and the particular use of cartography for aviation purposes.
- AV 201C Mathematics 1** *1 semester hour*
Designed to introduce the student to dead reckoning and pilotage, to time-distance-speed calculations, to the use of computer calculations for density altitude, ground-speed, time and distance determinations, to calculations of take off and landing distances in varying circumstances, to fuel consumption calculations, and other mathematical calculations related to aviation.
- AV 201D Aviation Physics 1** *1 semester hour*
Designed to introduce the student to the proper assessment and use of weight and balance in the world of aeronautics, including the determination of empty weight and gross weight, to moment arms and the center of gravity, and other significant factors of placement and loading of weights in aircraft.
- AV 203 Private Pilot Flight Training** *2 semester hours*
Designed to provide complete flight training leading to the Private Pilot's License. Pre-flight, in-flight, and post-flight instruction will include 20 hours of solo flight, with periodic phase-checks, culminating in recommendation for a flight check with a Federal Aviation Administration-designed examiner. (40 hours flying - 20 dual, 20 solo)

Taken in conjunction with 203 Private Pilot Flight Training:

- AV 203A Cartography 2** *1 semester hour*
Designed to train the student in the practice of plotting of courses, using check points, maintaining appropriate altitudes, and observing obstruction clearances, airspace restrictions, and other vital information supplied by current aviation sectional and wac charts while conducting actual flight.
- AV 203B Communications 1** *1 semester hour*
Designed to instruct the student in appropriated radio terminology in the FAA systems, including ATIS, Clearance Delivery, Ground Control, Tower, and other ATC contacts. Appropriate frequencies, requests, responses, and compliances will be presented and practiced in actual flight situations.
- AV 204 Technical Flight Development 1** *4 semester hours*
Designed to prepare the student for Advanced Flight Training. The course will provide check outs in high performance and retractable gear aircraft, supervision in all phases of cross-country flying, and varied experiences in flying while building time toward advanced ratings. (60 hours flying of which 10 min. dual).
- AV 206 Aviation Instrument Ground School** *3 semester hours*
Designed to assist the student to understand instrument flight rules, prepare instrument flight plans, acquire advanced skill in weather interpretation, take clearance copy, understand departure, enroute, and approach procedures under IFR conditions, and understand alternate and emergency procedures under IFR conditions. The course is designed to prepare the student to pass the Airmen Instrument rating exam.

Taken in conjunction with 206 Aviation Instrument Ground School:

- AV 206A Cartography 3** *1 semester hour*
Designed to instruct the student in the interpretation and appropriate uses of the NOAS and Jeppesen instrument flight charts, including the interpretation of symbols, navigational aids, ATC frequencies, check points, altitudes, airways, STARS and SIDS, and instrument approach plates.

- AV 206B Meteorology 2** *2 semester hours*
Designed to provide advanced instruction in the interpretation of Significant Weather Charts, Isobar and Wind shear charts, Prognosis charts, temperature and altitude assessments, adiabatic lapse rates, air masses, cloud types, convective outlooks, and radar summaries which affect flight planning for flight in instrument meteorological conditions. Safe practice in flight conditions of adverse weather where lowered visibility, increased turbulence, precipitation, and icing develop will be major considerations.
- AV 207 Aviation Instrument Flight Training** *4 semester hours*
Designed to prepare the student to meet the FAA requirements for flight experience and skill to receive the IFR rating. Students will prepare flight logs, take clearance copy, and fly by instruments only. Emergency procedures, unusual altitudes, VOR orientation, approaches made by NDB, ASR, PAR, ILS, etc. Holding patterns and total departure, enroute, and approach procedures will be taught. All IFR cross-country flight requirements will be met. Prerequisite: Av 204 (25 hours flying of which 15 dual).
- Taken in conjunction with 207 Aviation Instrument Flight Training:**
- AV 207A Communications 2** *1 semester hour*
Designed to instruct the student in advanced terminology in the Federal Aerospace System. Airoute Traffic Control Clearance requests, copy techniques, repeat terminology, and compliances provide the practical development and application of radio communications in real flight circumstances.
- AV 207B Mathematics 2** *1 semester hour*
An advanced course in E6B and other Aeronautical calculator usage to develop precise estimates for ground-speed, wind correction, dead reckoning, pilotage, time/distance/speed calculations while in actual flight under real and simulated IMC conditions.
- AV 301 Technical Flight Development 2** *2 semester hours*
See Av 204 for description. (30 hours flying, including 3 hours dual).
- AV 303 Technical Flight Development 3: Instrument Flight and Cross-Country** *3 semester hours*
Designed to provide the student with additional practice in instrument flight. Actual flight planning and instrument cross-country flights are required. Dual flights include review of clearance-copy and practice instrument approaches to minimum altitudes. (40 hours of flight, including 5 hours dual).
- AV 304 Technical Flight Development 4: VFR Maneuvers and Introduction to Commercial Flight Maneuvers** *4 semester hours*
Designed to review all the private pilot required maneuvers (ground reference maneuvers, stalls, emergencies, take off and landing configurations of all types). In addition to the review of former flight requirements, the course introduces the student to the required maneuvers of the commercial pilot (chandelles, lazy 8's, on-pylon 8's, and maximum performance slow-flight). VFR flight planning and VFR cross-countries are requirements of solo practice. The student will fly a minimum of two hours in high performance aircraft. (50 hours flight, including 5 hours dual).
- AV 306 Commercial Ground School** *6 semester hours*
Designed to assist qualified Christian pilots in obtaining a commercial pilot rating. The course covers in detail certificates and documents, airplane performance and limitations, weight and balance, weather information, line inspection, airplane servicing, and commercial maneuvers.
- AV 307 Commercial Flight Training** *4 semester hours*
Designed to improve pilot skills in flight at critically slow airspeeds, in take-off and landing under normal and abnormal conditions, and in the maximum performance maneuvers (including chandelles, lazy eights, steep power turns and steep spirals). Advanced operation of airplane equipment and emergency procedures is required of the student. Prerequisite: AV 210 (20 hours of flying, 10 hour min. dual).

- AV 401 Flight Instructor Theory** *2 semester hours*
Designed to meet part 61 of the Federal Aviation Regulations which requires that applicants be trained to show competency in pilot operations. This covers the learning process, human behavior, effective communication, teaching process, teaching methods, evaluation, and instructional aids. This all applies to ground training and flight training of students by instructors.
- AV 402 Flight Instructor Flight Training** *2 semester hours*
Teaches the theories of instruction and seek to develop the skills of the pilot to become a qualified flight instructor. All instructor maneuvers are performed from the right seat. (20 hours flying including min. of 10 dual).
- AV 403 Multi-Engine Theory** *2 semester hours*
Reviews instrument flight rules, weather and other IFR procedures. It covers the theory of engine-out procedure, engine-out best rate-of-climb speed and other engine-out performances. It reviews good pilot techniques in pre-flight and in-flight situations. It reviews the full use of the airplane manual.
- AV 404 Multi-Engine Flight** *2 semester hours*
Emphasizes the flight procedures of engine-out performance of a multi-engine aircraft and will refresh the student in IFR procedures. New and different emergency procedures associated with multi-engine aircraft are required. (10 hours of flying, all dual).
- AV 405 Mountain Flight Ground** *1 semester hour*
Designed to introduce the student to the unique situation of mountain flying. Density altitude, aircraft performance, unique meteorological circumstances, wind-shear, mountain drafts, turbulence, canyon closure, and flight planning are discussed. Emergencies and survival techniques are also discussed. (Offered in combination with AV 405a Mountain Flight).
- AV 405a Mountain Flight** *1 semester hour*
Designed to give the student actual flight experience in mountainous areas. Canyon turns, ridge crossings, safety precautions, wind prognoses, recognition of drafts, sheers, and turbulence, flight planning, and aircraft performance are all part of the flight experiences. (10 hours of dual flight. Must be taken in conjunction with AV 405 Mountain Flight Ground).
- AV 406 Tail-Dragger Ground** *1 semester hour*
The theory of swivel wheel ground control, the theory of cross-winds, the theory of wheel landings, and the matters of taxi, durability, and other differences between the tricycle and the tail-dragger craft and their care and operation will be discussed. (Offered in combination with AV 406a, Tail-Dragger Flight).
- AV 406a Tail-Dragger Flight** *1 semester hour*
Designed to provide the student with dual flight instruction in a conventional gear aircraft (tail-dragger) with instruction in taxi, take-off, and landings emphasized. Rudder control, differential braking, ground-loop avoidance, cross-wind techniques, wheel landings, three-point landings, porpoise avoidance, soft and rough field techniques, and the actual differences in flight in tail-dragger craft will be experienced. (10 hours of dual flight in a tail-dragger craft. Course must be taken in conjunction with AV 406).

Camping

(These courses are offered at Camp Forest Springs and meet the requirements of the Christian Camping Concentration. They normally require two semesters to complete.)

- CA 300 Camp Management** *3 semester hours*
Overview of the managerial responsibilities of a camp administrator, showing God's plan for Christian leadership vs. the secular. Site selection and development, facilities and equipment.

- CA 310 Camp Maintenance** *3 semester hours*
Theoretical and practical approach to maintenance of grounds, equipment, and facilities. Maintenance schedules, priority of the program, service and public image, record systems, inventory, special projects, and standards of excellence.
- CA 320 Promotion and Public Relations** *3 semester hours*
Methods and techniques of publicity used to gather a constituency or keep it informed. Publications, types of printing, layout and design, media presentations, public image, personal contact, and mailings.
- CA 330 Food Service Management** *3 semester hours*
Experiential and classroom exposure to menu planning, nutrition, food purchasing, preparation of food, systems of serving, sanitation, budgeting, cost controls, standards, and supervision of personnel.
- CA 340 Camp Counseling** *2 or 3 semester hours*
Introduction to counseling, preparing the counselor to counsel, counseling skills and techniques, Scriptural support, how to counsel, areas of counseling need, spiritual perspectives, camper characteristics, role playing, and individual conferences.
- CA 341 Camp Organization** *6 semester hours*
Growth, significance, and current status of camping — relationship to American Camping Association and Christian Camping International. Developing an operating philosophy and an organizational system. Relationship of camper/staff organization and program supervisory techniques to the philosophy, developing a comprehensive paper/project which presents the model of camp organization.
- CA 342 Camp Administration** *3 semester hours*
Administrative structure and principles for camping leadership from a Biblical perspective — the servant leader, are outlined. Issues such as finance and business procedure, legislation, and legal matters, insurance, and personnel relations are discussed.
- CA 350 Camp Programming** *4 or 5 semester hours*
Programming experience and theory for the year-round camp—youth camps, family camps, retreats, trip and travel camps, outdoor education, and special events. Thorough exposure to all recreational and leadership opportunities available at Camp Forest Springs; instructor level skills are pursued. Training and instructing campers in a variety of program instruction areas including Bible teaching, archery, air rifles, waterfront, crafts, camping skills and winter sports.
- CA 360 Camp Teaching** *1 semester hour*
Principles of becoming an effective life-style and organized teacher are presented. Methods of teaching Biblical concepts through a total program perspective—making use of teachable moments, incorporating relevancy of Scripture to day-by-day living, as well as more formal situations.
- CA 370 Camp Safety** *1 semester hour*
Importance of a continual attitude of safety consciousness in all areas of work or program planning and implementation. Multimedia first aid course.

Christian Education

- CE 210 Coaching I** *3 semester hours*
A course that gives focus to coaching theory, sports physiology, medicine, and psychology.
- CE 301 Christian Education of Youth** *3 semester hours*
Taught from the standpoint of the youth worker in the local church. It is designed to acquaint the student with the nature and needs of early, middle and later adolescence. Specific attention is given to developing a philosophy of youth ministry and to correlating the total youth ministry of the local church. Prerequisite: LC 200.

- CE 302 Christian Education Programming** *3 semester hours*
Considers those programs of Christian Education which have been developed to work with the ministry of the local church. Effective support of educational ministries, the education cycle, and various programming opportunities are considered. Prerequisite: LC 200. (Alternates with CE 312).
- CE 310 Leadership and Discipleship in Youth Ministry** *3 semester hours*
Designed to develop a philosophy and methodology for discipleship in youth ministries. Helping others develop cognitively, emotionally and spiritually is the thrust as the life of Christ and New Testament guidelines are applied to contemporary youth leadership. Prerequisite: CE 301 or Permission.
- CE 312 Christian Education of Children** *3 semester hours*
A study of the child's characteristics and needs in order to develop a philosophy of ministry to children. Included in this study is the development of methods and materials to implement this philosophy. Prerequisite: LC 200. (Alternates with CE 302).
- CE 321 Instructional/Technology in Christian Education** *3 semester hours*
A study of instructional/technology and its use with all age groups in the teaching program of the church. It includes: a Scriptural foundation for the use of visual aids; an examination of basic principles involved in their preparation and use; the actual preparation, evaluation, and demonstration of various types of visual aids; training in the use of various types of visual aids; training in the use of audio-visual equipment such as the slide, filmstrip, and motion picture projectors, tape recorder, and overhead projector. Prerequisite: LC 200. Lab fee.
- CE 322 Camping** *3 semester hours*
Taken during the summer in an approved situation. The student is given practical experience while under the supervision of qualified camp directors.
- CE 341-342 Christian Education Field Experience 1,2** *1 hour each semester*
A practical learning experience in the education program of the local church or parachurch organization. Students participate in activities such as teaching, planning, organizing and developing programs in preparation for the summer field work.
- CE 400 Ministry Skills Development** *3 semester hours*
Focuses on developing confidence in relationship building, communication, and ministry skills. The emphasis is upon educational ministries within the church youth ministry, but examples from intercultural, business, and other church ministries are given. This training is done in conjunction with **Tentmakers Youth Ministry**.
- CE 401 Christian Education of Adults** *3 semester hours*
Designed to help students understand and appreciate the basic characteristics and needs of adults and develop a philosophy of adult ministry. Students engage in research and discussion of various phases of adult responsibility, ministry and problems in the local church, society and home. Prerequisite: LC 200. (Alternates with CE 321).
- CE 402 History & Philosophy of Christian Education** *3 semester hours*
Designed to expose students to the worldview underpinnings of the educational process. By analyzing various philosophies of education and comparing them with Biblical principles, the students develop a philosophy of Christian education which is essential to working effectively with people in the local church or school.
- CE 430 Christian Education Research/Practicum** *2 or 3 semester hours*
Designed to permit the senior Christian Education student to do either research or practical work in a particular area of interest. Time is spent in the classroom as well as on individual work in the selected area. Both research and practical work must be approved by the instructor. The student develops a written and an oral presentation of the work.

CE 442 Christian Education Field Work 3 semester hours
Designed to provide the student with direct leadership experience under supervision of a qualified minister of Christian Education in a local church or a qualified Camp Director in a Christian camp and the Chair. Eight weeks of field work are required. This experience comes during the summer between junior and senior years. Students must carry a 2.0 GPA to be eligible for this course.

CE 499 Special Studies
See Biblical Studies for description. Human Development & Family Studies

Communications Core Courses

CO 202 Introduction to Journalism 3 semester hours
This course focuses on writing and reporting techniques used in print, broadcasting and public relations. It also deals with ethical and legal issues which face journalists.

CO 302 Sociology of Mass Communications 3 semester hours
A sociological approach to the study of mass communications systems. The course focuses on the political and cultural factors which have shaped the mass communications system of a country. While the major focus is on the U.S. mass communications system, application is made to other countries throughout the course. (Alternates with CO 412).

CO 402 Mass Communications Strategy 2 semester hours
Focuses on the development and implementation of research-based communication strategies for reaching a specified target audience. Prerequisite: MA 211.

CO 412 Human Communication 3 semester hours
An overview of theories of human communication with an emphasis of how each is related to evangelism and the process of spiritual decision. (Alternates with CO 302).

Journalism/Writing

CO 201 Creative Writing 3 semester hours
Covers research and writing techniques needed to produce short creative essays. The course also outlines the procedures used to submit work for publication Prerequisites: English Comp. 1 and 2.

CO 241-342 Journalism/Writing Practicum 1 hour each semester
Practical experience in journalism/writing by working on the Charis staff under the supervision of the faculty advisor for Charis. A report of the student's progress becomes part of the student's portfolio.

CO 311 Feature Writing 3 semester hours
Covers the techniques needed to write features for newspapers and magazines. The students are encouraged to submit work for publication.

CO 312 Writing For Children/Youth 3 semester hours
The focus of this course is on the writing techniques needed to produce materials for the children and youth markets. This course stresses both fiction and non-fiction work.

CO 340 Journalism/Writing Field Work 3 semester hours
Supervised professional experience with a media organization. The student is required to work a minimum of 240 hours and complete a journal and an Applied Learning Paper outlining the experience. This course is normally taken during the summer between the junior and senior years. The field experience is either in the U.S. or abroad and must be approved by the Department Chair. Prerequisite: 3 hours of Journalism/Writing Practicum. Students must carry a 2.0 GPA to be eligible.

CO 411 Layout and Production 3 semester hours
Centers on layout techniques used in newspapers and magazines. Where possible, the student works with the Publications Director. Prerequisites: NS 130 and 132. Lab fee.

Broadcast

CO 211 Communication Technology 1 semester hour
An overview of the terminology associated with the U.S. radio and television system. The course includes discussions on frequency allocation, radio and television standards, Cable standards, and digital broadcasting. The course also touches on future technological developments.

CO 221 Broadcast Announcing 3 semester hours
An introductory course in preparing broadcast copy. The students have practice in preparing news and spots for broadcast. Prerequisite: SP 120. Lab fee. (Alternates with CO 331).

CO 251-352 Broadcast Practicum 1 hour each semester
Practical experience in broadcasting. Students have practical experience in broadcasting skills under the supervision of Communications faculty. Students are required to work on the staff of KGSR, the campus carrier current radio station, in the areas of management, staff announcer, production, and music. Staff positions are assigned by the student manager. A report of the student's progress becomes part of the student's portfolio. Lab fee.

CO 321 Programming Strategies 2 semester hours
An overview of common programming strategies used in television and radio. The course emphasizes how ratings and other audience data are used to plan strategy.

CO 331 Audio Production 3 semester hours
Covers the production techniques needed to produce radio spots, PSA's, news features and music programs. Students produce projects using the production lab. Lab fee. (Alternates with CO 221).

CO 332 Multi-Track Production 3 semester hours
Focuses on the use of the multi-track recorder in spot, music and drama production. During the class, students have the opportunity to work on both group and individual projects. Prerequisite: CO 331 or experience. Lab fee.

CO 350 Broadcast Field Work 3 semester hours
Supervised professional experience with a media organization. The student is required to work a minimum of 240 hours and complete a journal and an Applied Learning Paper outlining the experience. This course is normally taken during the summer between the junior and senior years. The field experience may either be in the U.S. or abroad and must be approved by the Department Chair. Prerequisite: 3 hours of Radio Practicum. Students must carry a 2.0 GPA to be eligible.

CO 421 Radio/Television Writing 2 semester hours
Focuses on the techniques needed for writing material for the broadcast medium. It reviews script format and introduce techniques for writing radio spots, music programs, news features, and drama. Prerequisite: Co 202.

Communication Electives

Communication modules are one hour electives dealing with communication issues or technology. Course offerings reflect current trends in mass communications and technology.

CO 260 Professional Seminars 1 semester hour
Held at Moody Bible Institute in Chicago, this yearly workshop gives the student the opportunity to learn writing techniques from published authors and the procedure of how to get a work published.

CO 261 Economics of U.S. Broadcasting 1 semester hour
Covers the relationship between television ratings and advertising dollars. The course stresses the economic decisions station managers must make.

CO 262 The History of U.S. Broadcasting 1 semester hour
An overview of the development of radio and television in the U.S. including programming and technology.

- CO 264 Issues of Press Freedom** *1 semester hour*
Focuses on constitutional issues of freedom of the press. The course includes such issues as freedom of the press, objectivity in news, and the right of privacy vs. the right to know. The students must read material prior to class and give evidence of such reading.
- CO 265 Global Issues in Mass Communications** *1 semester hour*
Focuses on global issues in mass communications including press freedom, development journalism, international news flow, and the New World Information Order. Application is made where possible to global Christian broadcasting. Students must give evidence of outside reading prior to class.
- CO 266 Drama Techniques for Worship** *1 semester hour*
An overview of the resources and techniques needed to produce drama for use in the local church. The students have an opportunity to work on a short production.
- CO 267 Communication and the Fine Arts** *1 semester hours*
An overview of the role of the arts in the ministry of the church. The course will examine the manner in which the arts can be used to communicate Biblical truth to both Christian and non-Christian audiences of various age groups. While the primary focus will be on the drama, other traditional forms will be considered such as music and painting as well as media arts such as music video and radio and television drama.
- CO 268 Audio-Visual Presentations** *1 semester hour*
An overview of how to plan, script and produce slide-tape presentation. The course reviews techniques for shooting slides, writing the scripts, and selecting music for the presentation.
- CO 269 Digital Audio** *1 semester hour*
An overview of the technology and terminology of digital audio. Students have the opportunity to observe the use of a digital audio workstation.
- CO 499 Special Studies**
See Biblical Studies for description.

Elementary Education

- EE 204 Elementary Education Field Experience 1** *1 semester hour*
A practical learning experience as an instructional assistant required of all elementary education students in their sophomore year. The prospective teacher observes student behavior, teacher responsibility, and the execution of activities and methods in an elementary school to assist the student in deciding upon teaching as a career. Prerequisite: Sophomore standing.
- EE 211 Educational Psychology** *3 semester hours*
A study of psychological principles applied to the problems of education with emphasis upon individual differences and the psychology of learning. Prerequisite: SS 100.
- EE 300 Philosophy of Christian School Education** *2 semester hours*
Designed to introduce the education student to private, elementary and secondary schools that prescribe to a Christian worldview and an educational philosophy that is consistent with that worldview. In addition to philosophy of education and its historical roots, the following concepts are also addressed: teaching as a ministry profession, classroom management from a Christian perspective, using Scripture and prayer within the classroom, educational models within democracies, special issues for residential private schools and for private schools in international settings. This course is designed to meet the ACSI philosophy of Christian School Education certification requirements. (2 academic credits or appropriate CEUs)
- EE 305 Elementary Education Field Experiences, Level Two** *2 semester hours*
Guided participation and/or observation in schools and/or agencies offering programs for children/youth.

- EE 402 History and Philosophy of Education** *3 semester hours*
Designed to introduce students to the exciting field of education as it relates to the Christian school movement. By analyzing various philosophies of education, eras of historical development, and Biblical principles, the student develops a philosophy of education that is effectively used in the Christian school movement.

Elementary Education - Peru State College Offerings

- Art 308 Art Exploration** *3 semester hours*
A study of the purpose of art education in the elementary school program. The student is presented with a survey of the history and philosophy of art in the elementary school and becomes actively involved in art activities designed for the elementary school classroom.
- Eng 203 Literature for Children through Adolescence** *3 semester hours*
A survey of literature for children through adolescence with an emphasis on applying the principles of evaluation to selected books from both traditional and modern picture books, poems, and stories.
- Mu 251 Elementary Music Methods** *2 semester hours*
A study of modern teaching techniques for children's music literature.
- Psy 255 Human Relations** *3 semester hours*
Students study issues of sensitivity to biases, perpetuation of biases in the use of language, critical examination of text books and other printed material for biases; contributions to our culture which have accompanied changes in demographic composition of the nation and leadership issues related to multi-cultural issues and appreciation of diversity in values, customs and styles, and personal interaction.
- SpEd 200 Introduction to Special Education** *3 semester hours*
This course is designed to provide a historical, political and sociological survey of the areas of exceptionality in the field of special education. The course will identify significant changes which have occurred in the education of exceptional populations and provide an introductory experience concerning the various disability groupings.
- Ed 301 Practicum - Social Studies and Language Arts** *1 semester hour*
Prerequisite: Concurrent enrollment in Educ 325 & 326.
This course provides field experiences in elementary or middle schools for students enrolled in Social Studies and Language Arts Methods courses.
- Ed 325 Teaching Language Arts in the Elementary/Middle School** *3 semester hours*
Prerequisite: Admission to Teacher Education, completion of Level I courses and concurrent enrollment in Educ 326, 301. This course investigates goals, methods, materials, and evaluation techniques in the area of elementary/middle grades language arts.
- Ed 326 Teaching Social Studies in the Elementary/Middle School** *2 semester hours*
Prerequisite: Admission to Teacher Education, completion of Level I courses and concurrent enrollment in Educ 301, 325. This course is designed to make the prospective elementary/middle school teacher aware of the methods, materials, resources, and techniques used to teach Social Studies in an elementary/middle school. Students also discuss the importance of Social Studies and the make-up of an elementary/middle grades Social Studies curriculum.
- Ed 302 Practicum - Math & Science** *1 semester hour*
Prerequisite: Concurrent enrollment in Educ 327 & 328. This course provides field experiences in elementary or middle schools for students enrolled in Math and Science Methods courses.

- Ed 327 Teaching Math in the Elementary/Middle School** 2 semester hours
Prerequisites: Admission to Teacher Education, completion of Level I courses and concurrent enrollment in Educ 302, 328; General Studies Math and Science requirements. This course introduces and gives practice to students in the philosophical basis, techniques, instructional methods, organization, and learning activities of teaching elementary/middle grades mathematics.
- Ed 328 Teaching Science in the Elementary/Middle School** 2 semester hours
Prerequisites: Admission to Teacher Education, completion of Level I courses and concurrent enrollment in Educ 302, 327; General Studies Math and Science requirements. The purposes of the course are to: (1) give direction to prospective teachers on how to organize and conduct meaningful science learning experiences in the elementary/middle school, (2) to provide simple and easy to understand outlines of science concepts and conceptual schemes for each area of science, and (3) to present appropriate learning experiences.
- Ed 317 Tests and Measurements** 3 semester hours
Prerequisites: Admission to Teacher Education and completion of Level I courses. The course emphasizes the procedures for constructing tests, analyzing teacher made tests, and applying the results of testing to grading and reporting of pupil progress. The course also presents the basic statistics which are used in the analysis, interpretation, and use of test results.
- Ed 334 Teaching Reading in the Elementary School** 3 semester hours
Prerequisites: Admission to Teacher Education, completion of Level I. This course is a study of current methods, approaches, types and availability of reading materials, and their uses in the elementary school. Emphasis is placed on facilitating instruction in the classroom and the skills of reading.
- Ed 403 Diagnostic and Remedial Reading** 3 semester hours
Prerequisites: Admission to Teacher Education, Educ 334 and completion of Level I courses. This course is designed for students and practicing teachers who want to broaden their knowledge and skill in diagnostic and remedial reading techniques. The course includes the administration and interpretation of diagnostic instruments, the causes of reading problems, remedial techniques, and administrative procedures with which reading teachers should become familiar. A continuation course of Educ 334 or 434.
- Ed 410 Elementary Student Teaching** 8-16 semester hours
Prerequisites: Admission to Student Teaching. A practical application of the principles of learning in the classroom with a progressive induction into full teaching responsibilities at the elementary level. Students teach full-time for eight-sixteen weeks.

Human Development & Family Studies Core Courses

- HDFS 300 Introduction to Biblical Counseling** 3 semester hours
Designed to integrate Scripture, psychology and introductory counseling, the course focuses on the issues and problems of being a people helper.
- HDFS 301 Interpersonal Communication** 3 semester hours
A focus on the theories and development of interpersonal relationship and counseling skills. Principles of communication, relationship building and interpersonal growth within various contexts are covered.
- HDFS 302 Theories of Personality** 3 semester hours
A study of the major theories of personality. Emphasis is given to understanding the development, structure and dynamics of the various theories and evaluating them from within a Biblical context.
- HDFS 311 Abnormal Behavior** 3 semester hours
A study of the etiology, diagnosis and treatment of abnormal behavior. The student is introduced to the DSM IV.

CONCENTRATION Child Development Concentration

- HDFS 4201-4219 Child Development Modules** 1-3 semester hours
Each seminar module focuses on a specific, contemporary issue impacting today's development of children.

Family Life Concentration

- HDFS 311 Marriage and Family** 3 semester hours
A study of courtship, marriage and family in our contemporary society. Emphasis is given to the understanding of social and psychological forces which impact marriage and family life.
- HDFS 342 Systems Theory** 3 semester hours
An introduction to systems theory and its application to marriage and family life. Major system theorists are examined and critically evaluated.
- HDFS 4301-4319 Contemporary Family Issues Modules** 1-3 semester hours
Each seminar module focuses on a specific, contemporary issue impacting today's marriage and family.

ELECTIVES

- HDFS 100 Seminar in Resident Life** 1 semester hour
A focus on preparing students for the role of RA. Students are trained in listening skills, crisis intervention and general student services functions.
- HDFS 312 Assessment** 2 semester hours
An introduction to the field of personality, vocational, educational and spiritual assessment. Appropriate utilization and limitation of testing are stressed. (Prerequisite: MA 211 Statistics). Lab fee.
- HDFS 322 Multicultural Issues** 3 semester hours
Focus on cultural, social, ethnic and religious differences of people and how they effect the helping relationship.
- HDFS 411 Physiological Psychology** 2 semester hours
A study of the human physiology with special emphasis on the primary mechanisms that control emotional, cognitive and behavior functions.
- HDFS 421 Group Dynamics** 3 semester hours
An overview of the principles of group theory, dynamics and process, as applied to various therapeutic settings and problems. There is an experiential component of group exercises and interaction in the class. (Prerequisite: HDF 201).
- HDFS 422 Theories of Counseling and Psychotherapy** 3 semester hours
An introduction to the major theories of behavior change and counseling. Critical evaluation of theory and techniques are stressed.
- HDFS 432 Practicum** 1-2 semester hours
Students are introduced to practical skills in human development issues and interpersonal relationships.
- HDFS 4101-4119 Senior Seminars** 1-3 semester hours
A focused study on an area of human development and family life. (Prerequisite: senior standing).
- HDFS 499 Special Studies**
See Biblical Studies for description.

Intercultural Ministry

- IM 311 Missionary Relationships** *2 semester hours*
A study of missionary life and responsibility beginning from the time the Holy Spirit leads a person to consider intercultural ministry. Subjects covered include missionary call, spiritual and academic preparation, purposes and goals, relationships with the mission board, the church at home, the church overseas, the family and other missionaries. Prerequisite: LC 101.
- IM 312 Strategies for Evangelism and Church Planting** *3 semester hours*
A study of problems and principles involved in the development of strategy for the communication of the gospel and the planting and development of churches in the various cultures of the world. Case studies are used to demonstrate the application of principles. Prerequisite: LC 101. (Alternates with IM 412).
- IM 321 World's Living Religions** *3 semester hours*
Background description of the world's religions as to classification, history and doctrines, comparing them with Biblical Christianity. The study includes the origin of the concept of religion; its universality, philosophy and principal characteristics. (Alternates with IM 401).
- IM 401 World Missions Survey** *3 semester hours*
A study of the history of the missionary movement from apostolic days to the present. Emphasis is given to modern missions and mission societies with a presentation of specific opportunities for service in the various fields. Prerequisite: LC 101. (Alternates with IM 321).
- IM 402-403 Missions Research Seminar 1,2** *2 or 3 hours each semester*
Permits the student to do independent research on some subject within the scope of the total missionary endeavor. The instructor provides guidance to the students in the process of their research projects. Students present the findings of their research to the class. Prerequisites: LC 101 and senior standing or Permission. (Alternates with IM 404).
- IM 405 Cross-Cultural Communications** *2 or 3 semester hours*
Focuses on the local church as the primary agent of world evangelization. The role of the pastor and missions/evangelism committee is emphasized in the promotion and implementation of the missions program in the church. Special consideration is given to the practical aspects of becoming more informed, better equipped and more responsible as a local church in the total program of world missions. Prerequisites: LC 101 and senior standing or Permission. (Alternates with IM 402).
- IM 412 The Contemporary World and Missions** *3 semester hours*
A critical evaluation of the concepts and programs of significant movements effecting contemporary missions. Emphasis is placed on partnership, ecumenism, liberation theology, contextualization, urbanization, church growth, spiritual warfare and the second coming of Christ. Careful consideration is given to the responsibility of the church and the missionary in the light of these trends. Prerequisite: LC 101. (Alternates with IM 312).
- IM 420 Intercultural Ministry Field Work** *3 semester hours*
Before graduation, and preferably between the junior and senior years, each student majoring in intercultural ministry is required to spend a minimum of eight weeks ministering cross-culturally in some area in or near the continental United States in conditions approximating those found in overseas countries. The student is under the supervision of a missionary leader and the Chair. Prerequisites: LC 101, 214, 312, or by permission of the Chair. Students must carry a 2.0 GPA to be eligible for this course.
- IM 499 Special Studies**
See Biblical Studies for description.

Leadership Core

- LC 101 World Christian** *2 semester hours*
A study of the Scriptural basis of world missions with emphasis on key Biblical questions. The role of the individual and the local church in world evangelism is given consideration. The course highlights contemporary challenges and opportunities in world evangelization.
- LC 102 Evangelism and Apologetics** *3 semester hours*
A study of the evangelistic methods, motives and strategy of the early church, with a consideration of the present-day approach to different age groups in various circumstances. Attention is given to the meeting of various arguments and cultic problems with Apologetic arguments. Emphasis is placed on Scripture memory and a practical knowledge of the Word.
- LC 104 Practicum in Evangelism** *3 semester hours*
Provides practical training in personal evangelism and is offered in cooperation with churches providing "Evangelism Explosion" training. The training extends over 13-16 weeks and includes (1) class time with lectures, demonstrations, practice sessions, and prayer time; (2) on-the-job training in teams of three (a leader and two trainees); and (3) reports and evaluations after visitation has been completed. Attention is given to meeting various arguments and cultic problems with apologetic arguments. Trainees who meet requirements for certification become team leaders who, in turn, train others in personal evangelism.
- LC 200 Principles and Methods of Teaching** *3 semester hours*
Designed to acquaint the student with the dynamics and principles of the teaching-learning process and with basic methods of teaching. The student is given the opportunity to develop lesson plans, evaluate curriculum materials and engage in practice teaching. It is oriented from the perspective of the teacher in the local church.
- LC 201 Local Church Ministry** *3 semester hours*
An examination of the church as an organism and as an organization. Emphasis is given to the believer's role in and responsibility to the church. Using the book of Acts, students also analyze the relationship of the gospel and the church to culture.
- LC 301 Principles of Leadership and Management** *3 semester hours*
A study of leadership styles and skills. Emphasis is placed on motivational techniques and their effectiveness. Simulation activities assist in learning about management by objectives and dealing with conflict.
- LC 402 Senior Integration** *1 semester hour*
Designed to assess student integration of Biblical studies, general studies and professional studies, this course serves as a capping course in the student's program of study.

Management

- BU 101 Introduction to Business** *3 semester hours*
An overview of the functions and environment of business organizations.
- BU 201 Financial Accounting** *3 semester hours*
The fundamentals of financial accounting are explored with an emphasis on creating and understanding financial statements.
- BU 202 Managerial Accounting** *3 semester hours*
The place of accounting in the manager's decision-making process is the essence of this course. Emphasis is on the development and use of accounting information for managerial decisions.
- BU 301 Corporate Finance** *3 semester hours*
An introduction to business financial policies regarding the allocation, acquisition and flow of funds.

- BU 302 Organizational Behavior** *3 semester hours*
This course covers the interactions of business organizations within the frame work of applied social science. Communications, culture, motivation, perception formation, leadership, change processes, and learning theory will be included in the course of study.
- BU 312 Principles of Marketing** *3 semester hours*
The basic considerations affecting the domestic and international marketing of goods and services: the nature of marketing activities and marketing institutions, the functions and responsibilities of an effective marketing system as well as its role in the economy.
- BU 401 Business Law** *3 semester hours*
Topics covered include business organization, torts, contracts, negotiable instruments, and bankruptcy.
- BU 402 Administrative Policy** *3 semester hours*
This course analyzes various policy and strategy considerations in a business environment using a case methodology.
- BU 411 Management Information Systems** *3 semester hours*
An introductory course in the needs analysis, development and operation of an information system in an organization.
- BU 412 Entrepreneurship and Small Business** *3 semester hours*
A seminar course utilizing the case method to study the operation of small businesses and the nature of entrepreneurial activity in beginning a business.
- BU 422 Production and Operations Management** *3 semester hours*
The management of operations variables and their part in the overall business strategy. Topics include: allocation of resources, inventory control, cost control, quality control, operations layout and standards development.
- BU499 Special Studies**
See Biblical Studies for description.

Music General

- MU 210 Fundamentals of Music** *3 semester hours*
An introduction to the fundamentals of music theory, to song leading, to selected masterworks of musical art, and to the major musical genre. Equivalent ensemble hours (Band, Chorale, Handbell Choir) may substitute for the general education requirement in Music (MU 210 or MU 220) for those students who receive approval from Music Department Chair. Approval is granted to students who demonstrate sufficient background in music to qualify to be a member of Chorale, Band, or Handbell Choir. Students enrolled in the Elementary Ed. Program are advised to take MU 210.
- MU 499 Special Studies**
See Biblical Studies for description.

Theory

- MU 121-122 Comprehensive Musicianship 1,2** *4 semester hours*
A comprehensive study of basic music theory, score analysis, sight reading, eartraining, and historical aspects of music. Provides a foundation for the integration of the following skills: analysis, historical knowledge, composition, sight reading, eartraining, performance.
- MU 221-222 Comprehensive Musicianship 3,4** *4 semester hours*
A comprehensive study of advanced theory, harmony, analysis. Includes a continuation of development of sight singing and eartraining skills. Prerequisite: MU 121-122.

- MU 421 Contemporary Christian Music Arranging and Directing** *3 semester hours*
The student learns to write arrangements for, and to direct a contemporary music ensemble (piano, synthesizer, bass, guitars, drums, and vocalists). This involves adapting lead sheets or other sources for full rhythm section and singers. In addition, the students learn about available technologies, i.e., sequencing and sound systems. Instructors approval required.
- MU 422 Choral and Instrumental Arranging** *3 semester hours*
A three-unit course in music arranging. Unit 1: Using "Finale" music writing software. Unit 2: Composition in the various styles of arrangement for typical choral ensemble combinations as well as arrangements of accompaniments for these harmonizations. Unit 3: The study of ranges, timbre, and transpositions of orchestral and band instruments, and the completion of orchestration exercises and projects. Prerequisites: MU 121-122, 221-222.

History and Literature

- MU 335-336 Survey of Music History & Literature 1,2** *3 hours each semester*
A historical approach to music literature from the ancient Greek and Roman period to the present. Students are tested in the following areas: general knowledge, score analysis, essay and listening analysis. Prerequisites: MU 121, 122. (Alternates with MU 313, 314.)
- MU 430 Introduction to World Music** *3 semester hours*
Serves as an introduction to the musical styles and forms of non-Western cultures.
- MU 450 Vocal Literature** *1 semester hour*
Guides the student through the vast amount of vocal literature according to the needs and requirements of the teaching studio, the voice recital, and Christian ministry and worship.
- MU 460 Keyboard Literature** *1 semester hour*
A study of significant solo piano literature including representative repertoire from Baroque, Classical, Romantic and Modern Eras. Required for keyboard majors.
- MU 470 Choral Literature** *1 semester hour*
Guides the student through the vast amount of choral music available for school choirs--public and Christian--and for church choirs. Examples of choral music of all styles are studied.
- MU 480 Instrumental Literature** *1 semester hour*
Designed to cover the major material for orchestras and bands with the primary focus being on the materials for school ensembles.

Conducting

- MU 313 Conducting 1** *2 semester hours*
Focuses on developing basic conducting techniques--posture, beat patterns, and expressive and stylistic techniques. Emphasis is on instrumental music. (Alternates with MU 335).
- MU 314 Conducting 2** *2 semester hours*
Techniques are taught for developing and training groups in matters of tone quality, pitch and ensemble. Emphasis on chorale music. Prerequisite: MU 313. (Alternates with MU 336).
- MU 411 Conducting 3** *2 semester hours*
Designed to teach advanced conducting techniques, score study and preparation and to develop the students' ability to communicate and lead in group rehearsal situations. Prerequisite: MU 313, 314.

Studies in Christian Music

- MU 220 Philosophy of Christian Music** *3 semester hours*
Designed to help the student develop a Christian philosophy of music for life and ministry and worship.

MU 420 Christian Worship: Principles of Design & Organization 2 semester hours
A study of Biblical principles of worship and of the Biblical/historical patterns of worship. The course is designed to give students guiding principles for designing and organizing corporate worship.

MU 424 History of Church Music 3 semester hours
A study of the development and use of sacred music through the Old and New Testaments and throughout church history including a study of hymnody as it relates to various periods of church history.

MU 440 Accompanying & Service Playing 2 semester hours
Practical experience in studio, ensemble, recital, and church service accompanying. Includes a study of the elements of recitals, concerts and services that produce effective, polished performances as accompanist or soloist. Also, the following topics are covered: modulation, improvisation, transposition, rehearsal techniques, sight reading, open score reading, chord symbols, and use of the synthesizer as accompaniment.

Music Education

MU 312 Piano Pedagogy 2 semester hours
Principles, procedures and materials for teaching piano. Required for all music majors specializing in piano or organ.

MU 410 Music Field Experience 3 semester hours
Music students gain practical experience by working at a church with a music director or in a music education setting with a music teacher.

Applied Music

Applied music instruction is open to all students; it is required for music majors.

Students who take applied will study one-on-one with the instructor. A semester hour of credit is earned by satisfactorily completing 14 half-hour lessons. Two hours of credit are earned by completing 28 half-hour lessons or 14 one-hour lessons. All applied students need to satisfactorily perform a jury at the end of the semester.

Jury performances are used to assess the student's achievement in his/her applied area. Music faculty sit on the jury. The applied level is determined through jury performances. There are four applied levels: 100, 200, 300, and 400. Students are advanced on the recommendation of the jury.

Intermediate and advanced music majors are required to practice 1 hour daily 5 days a week. Beginning music students are required to practice 30 minutes daily 5 days a week.

Music majors are required to take ten (10) hours in their major applied instrument (e.g., voice, piano, trumpet, etc.).

Students must receive instructor's consent before enrolling in applied organ.

Music majors who need to pass the piano proficiency requirement must take applied piano.

MU 010-080 Performance Hour 0 hours each semester
Performance hour is a twice monthly venue in which music majors perform for each other and hear performances by faculty and guest artists. The purpose of performance hour is to develop the student's artistry and musicianship. All music majors are required to enroll in performance hour.

MU V101-402 Voice 1 or 2 hours each semester

MU P101-402 Piano 1 or 2 hours each semester

MU B101-402 Brass Instrumental 1 or 2 hours each semester

MU Q101-402 Percussion Instrumental 1 or 2 hours each semester

MU S101-402 Strings Instrumental 1 or 2 hours each semester

MU W101-402 Woodwinds Instrumental 1 or 2 hours each semester

MU G101-402 Guitar Instrumental 1 or 2 hours each semester

MU O101-402 Organ 1 or 2 hours each semester

MU Senior Recital 1 semester hour
Students enroll concurrently with 1 semester hour of applied music in major instrument.

MU 100 Voice class 1 semester hour
Voice class is offered each semester. It is a course in singing for the beginning singer or for the singer who has never taken private lessons. Group instruction. Not for music majors specializing in voice.

Methods and Materials

MU 223 Brass Methods & Materials, alternates with MU 325 1 semester hour

MU 224 Woodwind Methods & Materials, alternates with MU 326 1 semester hour

MU 325 String Methods & Materials, alternates with MU 223 1 semester hour

MU 326 Percussion Methods & Materials, alternates with MU 224 1 semester hour
Methods and Materials courses are designed to give basic instruction in proper tone production and technique.

Music Ensembles

MU University Singers 1/2 semester hour
Enrollment is open to anyone. University Singers prepare and perform in major concerts during the fall semester.

MU 141-442 Grace Chorale 1 semester hour
Designed to teach excellence in choral singing. Many styles of sacred choral literature are used to teach good singing technique, musicianship, and aspects of Christian ministry and music. The Chorale performs 15 to 20 concerts each year. Students are admitted following a satisfactory audition with the director. Generally, the student is expected to make a year-long commitment to the Chorale.

MU 151-452 Oratorio Chorus 1/2 semester hour
Enrollment is open to anyone. Those who enroll in Oratorio Chorus join with the Chorale to prepare and perform a major choral work. The performance is generally the last week of the spring semester. Rehearsals are held once a week for 2 hours.

MU 161-462 Concert Band 1 semester hour
An ensemble open to all students who play band instruments. Instruction and experience in ensemble playing is provided through rehearsals and performance opportunities. Graded on a pass-fail basis.

MU 181-482 Handbell Choir 1 semester hour
An ensemble open to all students desiring participation in handbell ringing. Members are selected by audition. Performances include school and church concerts, public concert series, annual tour. Graded on a pass-fail basis. Music students are required to enroll in an ensemble each semester they are registered as a full-time student. Students may also choose to enroll in an ensemble for 0 hours credit at 25% of the tuition.

Pastoral Ministry

- PM 401 Pastoral Responsibilities** 3 semester hours
A study of the pastor's call and personal responsibilities to God, family, community, and ministry. It deals with such issues as personal devotions, finances, priorities and use of time, planning, administration, and individual ministry.
- PM 402 Pastoral Care and Polity** 3 semester hours
A study of the pastor's ministry responsibilities as it relates to leading a local congregation. Special emphasis is placed on weddings, funerals, and administering the ordinances of the church. Additionally it covers such areas as small group ministry, conflict resolution, leading boards/committees, setting goals and objectives, doctrinal statements and bylaws, developing missions programs, and other similar activities of the pastor.
- PM 411 Introduction to Preaching** 3 semester hours
A study and practice of the principles of sermonic preparation and delivery. It develops issues such as sermon preparation, audience analysis, personal style, arranging material, plot development, illustrations, and transitions. Additionally the student presents sermons in class to be evaluated by class members and the instructor. Lab fee.
- PM 412 Pastoral Counseling** 3 semester hours
A study of the basic issues of counseling with special emphasis placed on the unique position presented by a pastor who counsels. Special attention is placed on such issues as Family-Marital Counseling and legal issues facing the Pastor-Counselor.
- PM 414 Pastoral Internship** 3 semester hours
Practical experience in the pastoral field under the direct mentoring of a qualified local pastor and the program director. The student must participate in actual hands-on ministry as the local pastor involves him in such activities as preaching, visitation, board meetings, teaching, and administration. Normally this course is completed during the summer between the junior and senior years.
- PM 421 Rural/Small Church Ministry** 2 semester hours
A study of the unique features of rural and small church ministry. It deals with such issues as special problems faced by pastors in rural and small churches, character traits of rural and small churches, understanding the rural and small church mentality, and dedication to such ministries.
- PM 422 Church Planting Principles** 2 semester hours
A study of the principles and methods used to start and grow churches in various settings. It involves both practical elements employed by churches actually involved in church planting and growth as well as the theories utilized in developing new churches.
- PM 432 Preaching 2** 3 semester hours
A practical development of additional skills in Biblical preaching. Various methods and means of presenting sermons will be developed and practiced. Additionally the student demonstrates creativity in sermonic delivery by utilizing different means of structure and types of Biblical material. Lab fee.
- PM 499 Special Studies**
See Biblical Studies for description.

Rescue Ministry

- RM 301 Introduction to Rescue Ministry** 1 semester hour
An overview of the Biblical and historical perspective of rescue ministry, with a survey of services, types and trends in the rescue ministry movement.

(The following courses are offered at The Rescue Ministry and meet the requirements of the Rescue Ministry Major. They normally require two semesters to complete.)

- RM 300 History and Philosophy of the Rescue Ministry Movement** 3 semester hours
Surveys the historical perspective of rescue ministries, the role of the International Union of Gospel Mission, and the different philosophies of ministry within the IUGM. The student develops his/her philosophy of ministry and defend it both orally and in a term paper.
- RM 310 Administration and Organization** 3 semester hours
Incorporation, Constitution, and By-laws. Organizing and working with a Board of Directors, staff and volunteers. Administration from the view of the Executive Function. Administrative structure and principles for RESCUE leaders from a Biblical perspective.
- RM 320 Principles of Rescue Ministry Management** 3 semester hours
Overview of the managerial responsibilities of a rescue mission executive director, showing God's plan for Christian leadership vs. the secular. Facility design and development, equipment, finance and business procedures, office procedures, government and legal matters, and insurance issues. Staff relations including recruiting, training, motivating, supervising and firing.
- RM 330 Programming and Teaching in the Rescue Ministry Setting** 3 semester hours
Programming theory and experience for the multi-faceted rescue ministry. Design, type, activities, scheduling, evaluation. Programming by objectives. Making use of the total program of the rescue ministry to teach spiritual truths.
- RM 340 Food Service** 3 semester hours
Experiential and classroom exposure to menu planning, nutrition, food procurement and purchase, preparation, systems of serving, sanitation, budgeting, cost controls, standards and supervision of food service personnel.
- RM 350 Legal, Health and Safety Standards for Rescue Ministry** 3 semester hours
An overview of laws, codes and standards. Certification by the IUGM, and others. Risk management for rescue ministries. Use of the public health care system.
- RM 360 Rescue Ministry Development and Public Relations** 3 semester hours
Methods and techniques of publicity and fund raising (current, capital and long range), with practical experience in relating the rescue ministry to clients, staff, community, churches and donor. Publication design, writing, newsletters, brochures. Using media—television, radio, newspapers, magazines, slides, movies, video.
- RM 370 Maintenance and Facilities Management** 3 semester hours
Theoretical and practical approaches to maintenance of facilities and equipment. Preventative maintenance and housekeeping schedules, public image, record systems, inventory, working with volunteers and clients to build, remodel, and maintain rescue ministry facilities.
- RM 380 Special Research in an Area of Rescue Ministry** 3 semester hours
Designed to give the student an opportunity to use all he/she has learned about rescue ministry operations and management in the previous courses to evaluate a specific rescue ministry or develop a proposed new program. Specific types of ministry programs may include: Alcohol/drug rehabilitation, Youth and camping, Transient shelters, Ministry to women, children, and families, Literacy and vocational programs, and outreaches to the elderly, the urban poor, prison and jail inmates, etc.
- RM 390 Annual International Union of Gospel Missions Convention** 1 semester hour
Students attend this convention as part of their internship.
- RM 391 District or Regional Training School** 1 semester hour
Students attend this special school as part of their internship.
- RM 499 Special Studies**
See Biblical Studies for description

EXCEL Course Descriptions

COURSEWORK IN THE EXCEL BIBLICAL STUDIES AND MANAGEMENT and ORGANIZATIONAL LEADERSHIP PROGRAM

FIRST SEMESTER

- MOL 461E Interpersonal/Group Communication** *3 semester hours*
A study of how people communicate and relate both interpersonally and in group context. Emphasis is placed on principles of communication, personal relationships, and resolving conflict. (This course is cross-listed with HDF 461E.)
- MOL 462E Life Assessment** *3 semester hours*
A study of adult development with emphasis on one's personal life and preparing for the future. In-class exercises serve to elicit vocational goals among students and help to realistically plan for the future. The course includes preparation of a portfolio which may be used to gain credit for experiential learning. (This course is cross-listed with HDF 462E.)
- BI 463E Practical Application Of Biblical Hermeneutics** *3 semester hours*
Principles of biblical hermeneutics are applied to various genre, styles and types of biblical writing. Particular emphasis is given to critical analysis, interpretation, and application of selected passages.
- TH 464E The Church: Organization and Function** *3 semester hours*
An examination of the church as an organism and as an organization. The course highlights biblical principles of church structure and function and provides an opportunity to examine the believer's role in and responsibility to the church.

SECOND SEMESTER

- BI 465E Progress of Redemption I (O.T.)** *4 semester hours*
A study of God's plan of redemption as it progressively unfolds in the Bible. This basic, historical revelation is traced through the Old Testament to discover God's purpose and methods. God's revelations, as centered in the biblical covenants, form the basis of the study.
- MOL 466E Leading and Managing** *4 semester hours*
A study of leadership styles and skills. Emphasis is placed on motivational techniques and their effectiveness. Simulation activities assist in learning about management, leadership, and dealing with conflict.
- MOL 467E Principles of Human Resources Management** *4 semester hours*
This course addresses issues pertinent to personnel management, recruitment, selection, training, evaluation, discipline, and dismissal. The subject of volunteerism is also included.
- BI 468E Progress of Redemption II (N.T.)** *3 semester hours*
A continuation of God's plan of redemption as it progressively unfolds in the New Testament record. How God acts in human history is seen in the Life of Christ and how God speaks is observed through the epistolary records. Finally, the progress of redemption and process of revelation are brought together in climax of history.

THIRD SEMESTER

- BI 469E Acts from a Sociological and Cross: Cultural Communications Perspective** *3 semester hours*
This course examines the book of Acts with special emphasis on the Apostle Paul's missionary journeys. Paul's journeys are used as a basis for the study of different cultures and world views. Students analyze the relationship of the Gospel and the Church to culture, for the consideration of the issues involved in communicating the Gospel in today's multi-ethnic and world class society.

- MOL 470E Ethics: Integration of Faith and Work** *4 semester hours*
An examination of values and ethics, especially in business, with an emphasis upon the integration of belief and lifestyle. The analysis of situations calling for moral thinking and reflection on one's own life are key elements of this course.
- MOL 471E Organizational Behavior** *3 semester hours*
This course seeks to bring together the fields of organizational psychology and counseling, communication, and personnel management, and vocational functioning within a Christian world view.
- TH 472E Theological Issues** *3 semester hours*
An examination of theology within selected categories of systematic theology with emphasis on the key doctrines in each category as viewed from differing theological perspectives.

COURSEWORK IN THE EXCEL BIBLICAL STUDIES AND HUMAN DEVELOPMENT AND FAMILY STUDIES PROGRAM

FIRST SEMESTER

- HDFS 461E Interpersonal/Group Communication** *3 semester hours*
A study of how people communicate and relate both interpersonally and in group context. Emphasis is placed on principles of communication, personal relationships, and resolving conflict. (This course is cross-listed with MOL 461E.)
- HDFS 462E Life Assessment** *3 semester hours*
A study of adult development with emphasis on one's personal life and preparing for the future. In-class exercises serve to elicit vocational goals among students and help to realistically plan for the future. The course includes preparation of a portfolio which may be used to gain credit for experiential learning. (This course is cross-listed with MOL 462E.)
- BI 463E Practical Application of Biblical Hermeneutics** *3 semester hours*
Principles of Biblical hermeneutics are applied to various genre, styles and types of Biblical writing. Particular emphasis is given to critical analysis, interpretation, and application of selected passages.
- TH 464E The Church: Organization and Function** *3 semester hours*
An examination of the church as an organism and as an organization. The course highlights Biblical principles of church structure and function and provides an opportunity to examine the believer's role in and responsibility to the church.

SECOND SEMESTER

- BI 465E Progress Of Redemption I (O.T.)** *4 semester hours*
A study of God's plan of redemption as it progressively unfolds in the Bible. This basic, historical revelation is traced through the Old Testament to discover God's purpose and methods. God's "continuing" revelation, as centered in the Biblical covenants, form the basis of the study.
- HDFS 473E Child Development** *4 semester hours*
This course will focus on the physical, cognitive, psychological and spiritual development of a child from birth to adolescence.
- HDFS 474E Marriage** *4 semester hours*
This course will focus on courtship and marriage in our society. Focus will be given to building a Biblical model of marriage and what factors make for a healthy marriage.

BI 468E Progress Of Redemption II (N.T.) 3 semester hours

A continuation of God's plan of redemption as it progressively unfolds in the New Testament record. How God acts in human history is seen in the Life of Christ and how God speaks is observed through the epistolary records. Finally, the progress of redemption and process of revelation are brought together in the climax of history.

THIRD SEMESTER

BI 469E Acts from a Sociological and Cross-Cultural Communications Perspective 3 semester hours

This course examines the Book of Acts with special emphasis on the Apostle Paul's missionary journeys. Paul's journeys are used as a basis for the study of different cultures and world views. Students analyze the relationship of the Gospel and the Church to culture, for the consideration of the issues included in communicating the Gospel in today's multi-ethnic and world class society.

HDFS 475E Issues In Contemporary Family Life and Ethics 4 semester hours

This course will focus on the major factor effecting contemporary family life. Special focus will be given to unique family structures; i.e., single parenting, blended families, non-traditional marriages, etc.

HDFS 476E Adult Development 3 semester hours

This course will focus on the physical, cognitive, psychological and spiritual development of an adult from young adulthood to old age.

TH 472E Theological Issues 3 semester hours

An examination of the theology within selected categories of systematic theology with emphasis on the key doctrines in each category as viewed from differing theological perspectives.

GRACE COLLEGE OF GRADUATE STUDIES

Dr. Gregory Carlson, Dean

Purpose

Grace College of Graduate Studies exists to serve the Church by educating Christians in graduate academic and professional fields of study from a biblical perspective; inspiring, nurturing, and equipping them to live, lead and serve.

Accreditation

Grace University is accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools and the Accrediting Association of Bible Colleges, the nationally recognized accrediting association for Bible colleges. AABC does not accredit graduate education.

With the knowledge of the North Central Association and the approval of Accrediting Association of Bible Colleges, Grace College of Graduate Studies is offering graduate courses. The courses are offered pending final approval from the NCA Commission.

Admission Requirements

Applicants must possess a baccalaureate degree from a recognized or accredited college or university with a minimum grade point average of 2.5 (on a 4.0 scale). Exceptions are considered on an individual basis.

The application procedure includes the following steps:

1. Submit a completed application form to the College of Graduate Studies.
2. Three references. One must be a letter from the applicant's church, either the pastor or a member of the leadership team who knows the applicant well.
3. Official transcripts from all colleges and universities previously attended.
4. Evidence of English proficiency is required for those whose language of nurture is not English. A score of 550 on the Test of English as Foreign Language (TOEFL) or the equivalent is required.

Qualified individuals desiring to take graduate classes, but not planning to work toward a graduate degree, may apply for admission as a "non-degree student." Permission to register as a non-degree student is granted by the Admissions Committee and is conditioned on available space.

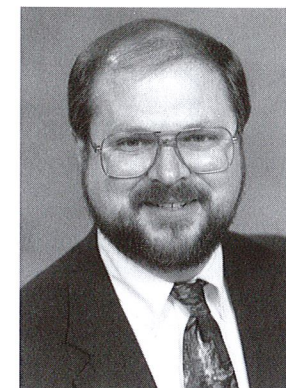
Specific program acceptance may be sought by applying with the Graduate Studies Office.

Program Delivery

Courses are offered in block (courses during a convenient time frame) and module (concentrated weekend, week long, or longer) format. Please refer to the current bulletin available from the Dean regarding course offerings and schedule.

Community-Lifestyle Standards for Graduate Students

Grace College of Graduate Studies recognizes the diversity of perspectives that Evangelical Christians may have in relation to lifestyle standards. Where the Bible clearly states a standard, the College seeks to adhere and discipline in keeping with Scriptural guidelines and cooperation with the individual's local church. Instances of such matters include (but are not limited to): Immorality (I Thes. 4:3); Drunkenness (Eph. 5:18); Lying (Prov. 6:16-19); and other Biblical mandates.



Dr. Greg Carlson
Dean, Grace College
of Graduate Studies

In other areas where the Scriptures do not seem to speak directly, we apply these principles:

- **Christian Liberty.** GCGS appeals to a sanctified conscience in areas of “questionable things.” It avoids legalism, and allows grace and deference in matters of choice (Rom. 14:10-12).
- **Christian Testimony.** Certain community standards should be courteously observed as a matter of witness to unbelievers and care for other believers (2 Cor. 6:3,4a). Examples include smoking, modest dress, positive speech, and media usage.
- **Christian Lack of Offense.** GCGS treats brothers and sisters in Christ with grace and wisdom. Individual differences and offenses are to be handled according to Matt. 18:15-17. Care is urged on the part of all graduate students and staff to not cause another to stumble (Rom. 14:13-19).

Class Attendance Policy

The University regards the activities of the classroom as the focal point of academic work. The insights, perspectives and content gained, as well as the overall contribution of the student to the class, are all products of the student’s presence. While some absences may be necessary and are provided for, the faculty members expect students to attend all classes.

Attendance Requirements.

1. All students are expected to attend class.
2. A student is permitted, without jeopardy to one’s grade, as many absences per semester in each course as the class meets per week. When a student exceeds a week’s worth of absences, however, the student’s grade will be dropped by one letter grade. (This means that for more than a week of absences, the best a student could earn in that class is a “B.”) When a student exceeds two week’s worth of absences, the student’s grade will be dropped by two letter grades. And so on. Exceptions will be granted at the discretion of the instructor.

Financial Information

Tuition and Fees

Application fee (non-refundable)	\$50
General Fee*	\$75
M.A. tuition per semester credit hour	\$295

*A \$75 discount is available to students who preregister.

Refund Schedule

Various expenses, such as payments for faculty, support staff, equipment, and materials, are incurred in anticipation of students who will attend the University. Refund policies are meant to conform with those stated in Section 668.22 of Title 34 of the Code of Federal Regulations (34 CFR) and are subject to revision, without notice, to maintain compliance. Therefore, the following refund schedule of institutional charges is applicable to withdrawals or class drops:

Before the first day of classes	100%
On the first day of classes	100%
Second day of classes through the end of the first 10% of enrollment period	90%
After the end of the first 10% through the end of the first 25% of enrollment period ..	50%
After the end of the first 25% through the end of the first 50% of enrollment period ..	25%
After the end of the first 50% of the enrollment period	0%

Institutional charges are tuition, fees, housing, dining, and other charges assessed the student by the institution. Noninstitutional costs may include, but are not limited to, books, supplies, and transportation.

First-time students who receive Title IV funds are eligible for special consideration under the *federal pro rata refund* policy if they withdraw from the University during the first 60% of their first semester. The refund will not be less than the equally prorated portion of institutional charges for the time remaining in the enrollment period on the date of withdrawal, rounded down to the nearest 10 percent, less any unpaid cash obligation for the period of enrollment.

All refunds are subject to an administrative fee of the lesser of 5 percent of the total institutional charges assessed the student or one hundred dollars.

For more details or a copy of the federal refund policies, contact the Financial Aid Office.

Deferred Payment Plan. The deferred payment plan assists students by providing a convenient method to meet student obligations. Students choosing to utilize the deferred payment plan should be prepared to pay one quarter (1/4) of the total amount due and a \$50 administrative fee before the first day of classes followed by 3 equal payments on dates stipulated by the University. Further financial payment questions may be handled by the Business Office at (402) 449-2822.

GRACE COLLEGE OF GRADUATE STUDIES

Master of Arts, Biblical Studies

Program Purpose and Description

The Master of Arts (M.A.) in Biblical Studies is designed to provide students with graduate level education in biblical studies, theology, and select ministry skills. Graduates are prepared to skillfully interpret and apply the Bible, utilize specific ministry skills, and address contemporary issues in our culture and the world.

Program Objectives

- The student should comprehend the meaning of Scripture through a knowledge of Biblical facts, interpretive principles, and theological teachings as presented from a dispensational framework.
- The student should give evidence of the ability to think logically and critically through a Biblical worldview.
- The student should show proficiency in the personal study of Scripture by developing research skills and incorporating various methods and tools.
- The student should integrate Scripture as a foundation for life by accurately applying it to personal growth and ministry.
- The student should demonstrate the ability to effectively communicate the Bible.
- The student should develop the ability to use computer technology in the study of Biblical languages.

Program Admission

1. A student must make application for acceptance into the Biblical Studies program. Notification of acceptance comes through the Graduate Studies office.
2. Students may take up to 12 hours of graduate study before formally applying to the M.A. program. A 2.5 GPA must be maintained in such graduate work.

Graduation Requirements

1. The Master of Arts in Biblical Studies candidate must satisfactorily complete 60 semester hours from the curriculum outlined below.
2. At least 30 hours necessary for graduation must be taken at Grace University. Transfer hours are only accepted with a grade of 3.0 or above (on a 4.0 scale).
3. Complete the entire program in no more than seven years.
4. Maintain a 2.5 GPA.
5. Demonstrate evidence of strong Christian character and soundness of doctrine.

Program Requirements

The MA in Biblical Studies may be completed in one or two years, including 60 hours of course work with an option of a thesis, depending upon career goals. No Biblical foreign language hours are required, beyond Biblical Language Foundations.

Students graduating from Grace or another recognized evangelical accredited institution may reduce their program requirements by up to 24 hours. An evaluation is made following established guidelines to determine competency within the following parameters:

1. Undergraduate Biblical Studies which are parallel in content with required or elective courses.
2. Based on the evaluation of the Registrar, previous graduate study may also reduce program requirements. To qualify for such reductions, the student must have earned a 3.0 grade in the specific course(s).

Professional Track

Total Credits 60

Biblical Studies	Total 30 Credits
¹ BS 501 Biblical Language Foundations	3
¹ BS 503 Advanced Hermeneutics	3
BS 511 Genesis	3
BS 512 Romans	3
BS 533 Hebrews	3
BS 514 Backgrounds in Cultures of the Bible	3
BS 500 Electives	12

Theological Studies	Total 21 required credits
¹ TS 502 Found. of Bib. & Theo. Thought	3
TS 521 Trinitarianism	3
TS 522 Angels, Man and Sin	3
TS 523 The Church and Last Things	3
TS 524 Contemporary Theo. Issues	3
TS 525 Issues in Theology & Psychology	3
TS 526 Theology of Leadership	3
² TS 527 Thesis	3 (Optional)

Ministry Studies	Total 9 required credits
¹ MS 504 Spiritual Formation	3
MS 505 Ministry Foundations	3
MS 521 Conflict Management for Ministry	3
MS 522 Rural/Small Church Ministry	3

¹Required Course

²A 3-hour thesis may substitute for TS 525 or TS 526.

GRACE COLLEGE OF GRADUATE STUDIES

Master of Arts, Counseling

Program Purpose and Description

The Master of Arts in Counseling is designed to meet the standards of the National Board of Certified Counselors (NBCC) and prepare the student for the state licensure exam. The degree enables the graduate to work in church, parachurch, institutional and clinic settings helping people gain healing and wholeness.

Program Objectives

- The student should demonstrate knowledge and skills in further developing their counseling abilities.
- The student should adopt a Biblical world and life view which integrates their theological framework and counseling philosophy and methodology.
- The student should be exposed to personal knowledge, attitudinal perspectives, and practical experiences needed for growth as a person and the nurturing of love for people.
- The student should acquire a knowledge base and the skills necessary for entry-level positions as counselors in professional and ministry settings.
- The student should be able to understand and utilize research for competent and contemporary counseling.
- The student should be prepared with an academic foundation to eventually pursue licensure and/or certification as professional counselors.
- The student should have an adequate knowledge and experience base from which to continue their education for a doctoral degree.

Program Admission

1. Program admission procedures include:
 - a. Counseling program application
 - b. Psychological testing
 - c. possible personal interview with Counseling Department faculty.
2. Recommendation of the Counseling Department to the Graduate Studies office.
3. Students may take up to 12 hours of graduate study before formally applying to the Counseling program. A 3.0 GPA must be maintained in such graduate work.

Graduation Requirements

1. The Master of Arts in Counseling candidate must satisfactorily complete 60 semester hours from the curriculum outlined below.
2. At least 30 hours necessary for graduation must be taken at Grace University. Transfer hours are only accepted with a grade of 3.0 or above (on a 4.0 scale). The Program Chair of each specific degree program declares what course work is eligible for transfer (based on GCGS standards).
3. Complete the entire program in no more than seven years.
4. Maintain a 3.0 GPA (on a 4.0 scale).
5. Demonstrate evidence of strong Christian character and soundness of doctrine.

Program Requirements

The MA in Counseling consists of 44 hours of required counseling course work and 16 hours of Biblical studies coursework.

Students graduating from Grace or another recognized evangelical accredited institution may reduce their program requirements by up to 7 hours. An evaluation is made following established guidelines to determine competency within the following parameters:

1. Undergraduate Biblical Studies which are parallel in content with required or elective courses.
2. Based on the evaluation of the Registrar, previous graduate study may also reduce program requirements.
To qualify for such reductions, the student must have earned a 3.0 grade in the specific course(s).

Required Courses

Total Credits 60

Counseling Studies	Total 44 Credits
CS 501 Personal Evaluation	1
CS 502 Helping Relationships	3
CS 503 Human Growth & Development	3
CS 504 Counseling Theory & Techniques	3
CS 505 Psychopathology	3
CS 506 Professional Orientation & Ethics	3
CS 511 Marriage Counseling	3
CS 512 Research Design	3
CS 513 Group Dynamics	3
CS 514 Career Development	3
CS 515 Integrative Issues	2
CS 516 Social/Cultural Foundations	3
CS 521 Assessment	3
CS 522 Counseling Seminars	2
CS 523 Practicum	3
CS 524 Internship	3

A 3-hour thesis may substitute for TS 525 or TS 526.

Biblical Studies	Total 16 Credits
Core Courses:	
BS 503 Advanced Hermeneutics	3
BS 501 Biblical Language Foundations	3
TS 502 Intro. to Theological Studies	3
Electives	7

This program is designed to meet the standards of the National Board of Certified Counselors (NBCC) and prepare the student for the state licensure exam.

GRADUATE COURSE DESCRIPTIONS

COUNSELING COURSES

- CS 501 Personal Evaluation** *1 semester hour*
This course focuses on helping the student understand personal characteristics and how these affect relationships with others.
- CS 502 Helping Relationships** *3 semester hours*
This course covers the theory and process of interpersonal communication. Emphasis is given to acquiring basic counseling skills.
- CS 503 Human Growth and Development** *3 semester hours*
This course covers human development throughout the life span, including biological, psychological, sociological and cognitive development. Emphasis is given to early childhood development.
- CS 504 Counseling Theory and Techniques** *3 semester hours*
This course covers the application and development of treatment strategies and interventions. Focus is given to cognitive-behavioral and short-term/brief therapy models.
Prerequisite: CS 502
- CS 505 Psychopathology** *3 semester hours*
This course focuses on diagnosis and treatment of the major psychopathologies. Focus is given to knowing and using the DSM-IV (Diagnostic and Statistical Manual of Mental Disorders).
- CS 506 Professional Orientation and Ethics** *3 semester hours*
This course includes an overview of the field of professional counseling. Emphasis is given to professional ethics, licensure and practice issues.
- CS 511 Marriage and Family Counseling** *3 semester hours*
This course covers the issues involved with premarital, marital and family counseling. Focus is given to the contemporary marriage and family and the resulting problems.
- CS 512 Research Design** *3 semester hours*
This course is an introduction to statistics and research. The student learns how to critically evaluate research methodologies and conclusions.
- CS 513 Group Dynamics** *3 semester hours*
This course provides an overview of the principles of group theory, dynamics and process as applied to various therapeutic settings and problems.
- CS 514 Career Development** *3 semester hours*
This course introduces the student to career development theories.
- CS 515 Integrative Issues** *2 semester hours*
This course provides an overview of the issues of faith and psychology. Models of integrative thought and practice are explored.
- CS 516 Social/Cultural Foundations** *3 semester hours*
This course focuses on the issues involved in working with culturally diverse populations. Emphasis is given to Black, Hispanic and Asian cultures
- CS 521 Assessment** *3 semester hours*
This course provides an introduction to testing theory and testing instruments. Focus is given to those instruments available to counselors for diagnostic and therapeutic interventions within a counseling setting.
- CS 522 Seminars** *1-2 semester hours*
Select seminars provide the student with in-depth study of various aspects of counseling.

- CS 523 Practicum** *3 semester hours*
The student will work in a mental health setting gaining "hands on" experience in working with a variety of clients and mental health problems. Individual and group supervision provided.
- CS 524 Internship** *3 semester hours*
Focus is given to further development of diagnosis, treatment planning and counseling skills in a practice setting. Individual and group supervision continues.
- CS 599 Special Studies** *1-4 semester hours*
The special area of investigation is selected with the guidance and supervision of the Department Chair, and the instructor who directs the study. Students are expected to collect, analyze and present the findings of their research in a scholarly way. Regular written reports, complete bibliography, and critical paper are required. Attendance at regular seminars may also be required.

BIBLICAL STUDIES COURSES

- BS 501 Biblical Language Foundations** *3 semester hours*
A survey of computer applications to the use of Biblical languages. An exegetical component applies these tools in direct Biblical usage. Two tracks: Hebrew Tools and Language; Greek Tools and Language.
- BS 503 Advanced Hermeneutics** *3 semester hours*
A detailed study of the principles of interpretation using applied Bible study methodology. Literal, historical, and grammatical foundations are utilized in equipping the student to be a self-feeding disciple.
- BS 511 Genesis: A Study of Beginnings** *3 semester hours*
An exegetical study of the Book of Genesis in its cultural and historical setting, with attention to its critical problems, theological content, literary features, and modern exposition. As part of this course, each student is expected to exegete and teach one passage.
- BS 512 Romans: From Sin to Glory** *3 semester hours*
An exegetical study of Romans emphasizing the theological content and development of the books argument. It seeks to understand the message in light of its first century audience and significance for today's audience. Special emphasis is placed on exegetical skills. As part of this course, each student is expected to exegete and teach one passage.
- BS 533 Hebrews: The Complete Sacrifice** *3 semester hours*
A rigorous study of the text with special consideration of the relationship between the Old and New Testaments. Study will be conducted concerning the books historical background. Additionally, students are challenged to apply lessons to present day situations. As part of this course, each student is expected to exegete and teach one passage.
- BS 514 Backgrounds: Cultures of the Bible** *3 semester hours*
A study of the religious institutions, cultural practices, natural beliefs, geographical distinctives and chronological dimensions as it interplays with the Bible. Emphasis is placed on understanding background as it develops significance to the meaning.
- BS 599 Special Studies** *1-4 semester hours*
The special area of investigation is selected with the guidance and supervision of the Department Chair, and the instructor who directs the study. Students are expected to collect, analyze and present the findings of their research in a scholarly way. Regular written reports, complete bibliography, and critical paper are required. Attendance at regular seminars may also be required.
- TS 502 Foundations of Biblical and Theological Thought** *3 semester hours*
A study of prolegomena, the nature, method, and sources of theology and bibliography-the nature, origin, and transmission of the Bible. It covers such areas as inspiration, inerrancy, illumination, preservation of the text, and the dispensational approach to interpretation.

- TS 521 Trinitarianism** *3 semester hours*
A study of the unity and diversity of the Persons and functions of the Trinity with special attention given to the Person and work of Jesus Christ and the Holy Spirit's present work in ministry.
- TS 522 Angels, Man and Sin** *3 semester hours*
A study of the nature and doctrine of unfallen and fallen angels including Satan. Additionally it studies the creation of man, the fall of man, the nature and origin of sin (personal and original).
- TS 523 The Church and Last Things** *3 semester hours*
A study of the development and distinctions of dispensational theology. Special emphasis is paid to the nature and function of the church and the dispensational approach to future events including the rapture, the tribulation, and the millennium.
- TS 524 Contemporary Theological Issues** *3 semester hours*
A study of contemporary issues, thinkers, and trends in theology.
- TS 525 Issues in Theology and Psychology** *3 semester hours*
A study of themes in biblical and systematic theology as they relate to concerns of counseling and contemporary theology. Of special consideration will be the issues of sanctification.
- TS 526 Theology of Leadership** *3 semester hours*
An analysis of the qualities and practices of the effective Christian leader based on principles in Scripture and related literature. Emphasis is upon devising a personal philosophy of spirit and leadership and a leadership development plan.
- TS 527 Thesis** *3 semester hours (Optional)*
A written research project may be substituted for TS 524, TS 525 or TS 526. This thesis must be approved by the Graduate School Dean and be written in conjunction with an assigned supervisor. The thesis must evidence detailed bibliographical research and a thorough examination of the topic. The minimum length of the thesis should be 10,000 words plus bibliography.
- MS 504 Spiritual Formation** *3 semester hours*
A course essentially seeking applied sanctification. The elements of study are to develop the value of community and accountability; own the vision of spiritual formation; assess and appreciate God's unique investment in the Christian; and grow in understanding of the hindrances of the flesh in spiritual growth and relationships. Counseling majors may take this course as an elective.
- MS 505 Ministry Foundations** *3 semester hours*
The development of a ministry philosophy which is Biblically consistent and sociologically sound will be the primary focus of this course. Emphasis will be upon developing practical relationships with volunteer and ministry staff, leadership process and organization and development of the Christian education cycle.
- MS 521 Conflict Management for Ministry** *3 semester hours*
A study of the process of change, power, and conflict management particularly as pertaining to a Christian context of ministry. Guest instructors, case studies, and a development of personal conflict and church conflict management plans will enhance this course.
- MS 522 Rural/Small Church Ministry** *3 semester hours*
A study of the unique features of rural and small church ministry. It deals with such issues as special problems faced by pastors in rural and small churches, character traits of rural and small churches, understanding the rural and small church mentality, and dedication to such ministries.

GRACE COLLEGE OF CONTINUING EDUCATION

Dr. Patrick Blewett, Dean

Grace University maintains a College of Continuing Education to offer education, training, and edification opportunities. The threefold purpose of this college is:

- (1) To help Christians and their churches grow in understanding God's Word and ministry competencies so that one's walk with God will mature and their individual and corporate effectiveness in carrying out the Great Commission will increase.
- (2) To provide community leaders and professionals with relevant continuing education opportunities via Continuing Education Units (C.E.U.), certificate level training programs, and distance learning programs.
- (3) To serve the University constituency by offering various life-long learning opportunities including academic courses for the non-traditional college student, personal enrichment courses, and/or community service classes.

College Offerings:

Continuing education courses, certificate programs, seminars, workshops, conferences, retreats, lectureships, career fairs, and support groups are designed from a Christian perspective. Programs are specifically targeted for adults and youth based on developmental, academic, and/or professional needs. Programs are also tailored for specific church and/or ministry-related needs such as leadership development, counseling, worship, youth ministry, and children's ministry.

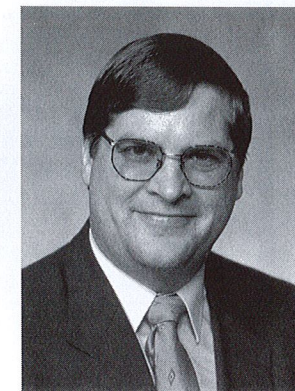
Some seminars and workshops may be jointly sponsored by the University and other organizations; in those instances, the College of Continuing Education maintains academic control over the presentation.

Because our programs are designed to be "relevant for today" and are "market-sensitive," specific offerings will change regularly. Individuals should contact the Continuing Education office for the current list of offerings available. The College also invites inquiries about developing specific training opportunities to meet personal or professional learning objectives.

Admission and Registration:

Admission and registration requirements vary by program. Requirements are clearly specified on publicity materials regarding each program, course, or workshop. Academic requirements for programs offering academic credit and/or Continuing Education Units (C.E.U.) are consistent with University standards and comply with the standards of the North Central Association of Colleges and Schools, the Accrediting Association of Bible Colleges, Association of Christian Continuing Education Schools and Seminars (ACCESS) and the Learning Resources Network (LERN).

Individuals receiving academic credit, Continuing Education Units (C.E.U.), and/or some form of certificate through the College of Continuing Education have a permanent transcript record established with the University Registrar's Office.



Patrick Blewett
Dean of Grace College
of Continuing Education

Cost:

Costs vary by program. Tuition costs, material fees, and refund policies are clearly specified on program brochures and publicity materials regarding each program.

Continuing Education students must pay the total enrollment invoice at the time of registration. For financial assistance, please contact the financial aid office.

Continuing Education Schedule:

Courses, seminars, workshops, retreats, and lectures are offered throughout the calendar year. Course schedules are clearly specified on publicity materials and registration brochures; contact the Continuing Education office for the current semester listing of courses, seminars, workshops, lectures, and retreats.

The College requires a minimum enrollment for each offering in order to maintain quality interaction among participants and to guarantee financial stability.

Faculty:

Courses, seminars, workshops, and retreats are taught by the regular faculty of the University, guest lecturers and artists, recognized authorities within disciplines, adjunct instructors, and/or qualified resource people approved by the College's advisory board. Information regarding the instructor of each course is clearly specified within the program brochure.

For More Information:

For information about current program offerings and/or having your name placed on the continuing education mailing list, please call the Continuing Education office at (402) 449-2903 or send correspondence to:

**Grace College of Continuing Education
Grace University
1311 South 9th Street
Omaha, NE 68108-3629**

University Personnel Information



Board of Trustees	142
Administration	142
Faculty	143
Staff Management	147
Alumni Association	147
Advisory Council	148
Enrollment Analysis	151

Board of Trustees

Executive Committee: Dr. Charles Hamm, Chairman
 Robert Corn, 1st Vice-Chairman
 Jerry Franz, 2nd Vice-Chairman
 Jim Jacoby, Secretary
 Jim Jensen, Treasurer

Term Expires 2000

Herbert Entz, farmer Whitewater, Kansas
 Don Swanson, attorney Omaha, Nebraska
 Jim O'Donnell, businessman Omaha, NE
 Dr. Tony Lambert, pastor Omaha, NE

Term Expires 2001

Robert Gerhart, pastor Bally, Pennsylvania
 Jim Jacoby, businessman Omaha, Nebraska
 Nathaniel Perry, pastor Chippewa Falls, Wisconsin

Term Expires 1997

Dr. Charles Hamm, physician Kingsley, Iowa

Term Expires 1998

Lee Isaac, businessman Hugoton, Kansas

Term Expires 1999

Dr. Scott McPherson, physician Lincoln, Nebraska
 Randy Oswald, businessman Omaha, Nebraska
 Jerry Franz, pastor Dallas, Oregon
 Marvin Wall, pastor Winkler, Manitoba

Honorary Members

John R. Barkman, home missions Henderson, Nebraska
 Harold Burkholder, minister Elbing, Kansas
 Paul Kuhlmann, educator Santa Paula, California

University Administration

Dr. Neal F. McBride President
 Dr. James Eckman Academic Vice-President and Dean, Grace College of the Bible
 Jared Burkholder Dean of Students
 Marvin Epp Vice-President for Business and Finance
 Mel Friesen Vice-President for University Advancement
 Dr. Pat Blewett Dean, Grace College of Continuing Education
 John J. Burdic Director, EXCEL Program
 Dr. Gregory Carlson Dean, Grace College of Graduate Studies
 Chair, Department of Christian Education
 Dr. Martin Dahlquist Chair, Department of Pastoral Ministry
 Cindy Johnson Associate Dean of Students
 Greg Koehn Director, Servant Leadership Training and Field Education
 Dr. Ronald Rushing Chair, Division of Biblical Studies
 Larry Schweinsburg Director, Enrollment Management and Marketing
 Dr. Ronald Shope Chair, Department of Communications
 Dr. Norman Thiesen Chair, Department of Counseling
 Terri Thomas Director of Admissions

Lydia Thompson Financial Aid Administrator
 Donald J. Tschetter Registrar
 Dr. Stanley Udd Librarian
 Bill Watson Assistant Dean of Students
 Dr. Gregory Zielke Chair, Department of Music

University Faculty

NEAL F. McBRIDE, *President; Professor of Adult Christian Education and Research/Statistics*
 Mt. San Antonio Junior College; B.A., Biola University; M.A., Talbot Theological Seminary; M.S., Ed.D., Indiana University; Ph.D., Oregon State University; Grace College of the Bible, 1993.

PATRICK A. BLEWETT, *Assistant Professor of Continuing Education; Dean, Grace College of Continuing Education*
 B.A., Montana Institute of the Bible; M.A., M.Div., D.Min., Western Conservative Baptist Seminary; Ph.D., University of Idaho. Grace University, 1996.

JOHN J. BURDIC, *EXCEL Director; Associate Professor of Management*
 B.S., Eastern New Mexico University; M.B.A., University of Nebraska at Lincoln; M.A., Denver Theological Seminary; Grace University, 1995.

JARED T. BURKHOLDER, *Dean of Students, Assistant Professor of Intercultural Ministry*
 B.A., Grace College of the Bible; M.A., St. Francis College; M. Div., Th.M., Grace Theological Seminary; Graduate Study, Trinity Evangelical Divinity School; Grace College of the Bible, 1989.

GREGORY C. CARLSON, *Chair, Department of Christian Education; Dean, Grace College of Graduate Studies; Associate Professor of Christian Education*
 B.A., Grace College of the Bible; M.A., Talbot Theological Seminary; Ph.D., University of Nebraska at Lincoln; Grace College of the Bible, 1987.

JIM W. CLASSEN, *Coach; Associate Professor of Physical Education*
 Grace College of the Bible; B.A., Oregon College of Education; M.S., University of Nebraska at Omaha; Grace College of the Bible, 1972.

RICHARD M. DAHLQUIST, *Chair and Associate Professor, Pastoral Ministries*
 B.R.E., Grand Rapids Baptist College; Th.M., D.Min., Dallas Theological Seminary; M.A., Grace Theological Seminary; Grace University, 1996.

EDWARD R. DALE, *Assistant Professor of Human Development and Family Studies*
 B.S., University of Maryland; M.A. and Psy.D., Rosemead School of Psychology, Biola University; Grace University, 1996.

JAMES P. ECKMAN, *Academic Vice-President and Dean, Grace College of the Bible; Professor of History*
 B.S., Millersville University, M.A., Lehigh University; Th.M., Dallas Theological Seminary; Ph.D., University of Nebraska at Lincoln; Grace College of the Bible, 1983.

MARVIN R. EPP, *Vice President for Business and Finance*
 B.A., Grace College of the Bible; University of Nebraska at Omaha; Mgmt. positions in Human Resources and Administrative Services with John Deere Company, 1958-1987; Consulting, 1987-1992; Grace College of the Bible, 1992.

MELVIN R. FRIESEN, *Vice President of University Advancement*
 B.A., Grace Bible Institute; M.Div., Grace Theological Seminary. Grace College of the Bible, 1982.

JOHN D. HOLMES, Bible

B.A., Grace College of the Bible; Th.M., Dallas Theological Seminary; Graduate Study, University of Nebraska - Lincoln; Grace College of the Bible, 1993.

JEFFREY R. JAMES, Assistant Professor of Music

B.M.E., M.M., University of Nebraska-Lincoln; University of Nebraska-Omaha; Kearney State College; Arizona State University; Vandercook College of Music; Grace College of the Bible, 1994.

CINDY L. JOHNSON, Associate Dean of Students

B.A., M.A., University of Nebraska-Kearney; Grace College of the Bible, 1994.

LEONARD R. JOHNSON, Associate Professor of English

B.A., Grace College of the Bible; B.S., University of Nebraska at Lincoln; M.A., University of Oklahoma; Post-graduate Study, Creighton University, University of Nebraska at Lincoln, and University of Oklahoma; Grace College of the Bible, 1973.

RONALD L. RUSHING, Chair, Division of Biblical Studies; Associate Professor of Bible

B.S., University of Arkansas; Th.M., Th.D., Dallas Theological Seminary; Grace College of the Bible, 1993.

RONALD J. SHOPE, Chair, Department of Communications; Assistant Professor of Communications

Diploma, B.A., Moody Bible Institute; Penn State University; M.A. Wheaton College; Ph.D., Penn State University; Grace College of the Bible, 1987.

DAVID SHRADER, Director of Aviation

B.S., Grace College of the Bible; Graduate Study, Embry-Riddle Aeronautical University; Grace University, 1996.

NORMAN L. THIESEN, Chair, Department of Counseling; Associate Professor of Counseling

B.A., Biola College; M.A., Pepperdine University; M.A., Talbot Theological Seminary; M.A., Ph.D., Rosemead Graduate School of Psychology; Grace College of the Bible, 1994.

DONALD J. TSCHETTER, Registrar

B.A., D.D., Grace College of the Bible; M.Div., D.D., Grace Theological Seminary; B.A., Huron College; Graduate Study, University of Wichita; M.S., University of Nebraska at Omaha; University of Nebraska at Lincoln. Grace College of the Bible, Instructor, 1958-; Academic Dean, 1960-83; Vice-President of Education and Student Life, 1984-91; Assist. Vice-President of Education and Student Life, 1992-93; Registrar, 1992.

STANLEY V. UDD, Librarian; Professor of Bible

Diploma, Grace College of the Bible; B.S., University of Nebraska at Lincoln; M.A., Northeast Missouri State University; M. Div., Th.M., Th.D., Grace Theological Seminary; Post-graduate Study, Institute of Holy Land Studies; Central Baptist Theological Seminary; M.L.S., Emporia State University; Grace College of the Bible, 1991.

BILL WATSON, Assistant Dean of Students

B.A., Moody Bible Institute; M.A., Christian Bible College and Seminary; Grace University, 1995.

GREGORY D. ZIELKE, Chair, Department of Music; Assistant Professor of Music

B.A., Tabor College; M.M.E., Wichita State University; D.M.A., University of Missouri-Kansas City; Grace College of the Bible, 1991.

Graduate Faculty**GREGORY C. CARLSON, Chair, Department of Christian Education; Dean, Grace College of Graduate Studies; Associate Professor of Christian Education**

B.A., Grace College of the Bible; M.A., Talbot Theological Seminary; Ph.D., University of Nebraska at Lincoln; Grace College of the Bible, 1987.

RONALD L. RUSHING, Chair, Division of Biblical Studies; Associate Professor of Bible

B.S., University of Arkansas; Th.M., Th.D., Dallas Theological Seminary; Grace College of the Bible, 1993.

NORMAN L. THIESEN, Chair, Department of Counseling; Associate Professor of Counseling

B.A., Biola College; M.A., Pepperdine University; M.A., Talbot Theological Seminary; M.A., Ph.D., Rosemead Graduate School of Psychology; Grace College of the Bible, 1994.

Adjunct Faculty**SUSAN F. ALFORD, Christian Education**

B.S., Wheaton College; M.S., University of Nebraska at Omaha. Grace College of the Bible, 1994.

MARY BIRCHER, Music-Harp

B.S., Peabody Institute of Music; Grace University, 1996.

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B.A., Trinity College; M.A., Psy.D., Illinois School of Professional Psychology; Grace University, 1996.

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Iowa State University; B.A., University of Northern Iowa; M.B.A., Kent State University. Grace College of the Bible, 1993.

SHELDON N. CRAPO, Bible

B.S., Taylor University; Diploma, Western Michigan University; M.Div., Trinity Evangelical Divinity School. Pastor, 1987-1990. Grace College of the Bible, 1993.

ANNE DEVRIES, Music-Voice

B.S., M.S., University of Michigan, Ann Arbor; Grace University, 1996.

DORIS M. FYFE, Elementary Education

York College; Assoc. E.E., Scottsbluff Junior College; B.S., Peru State Teachers College; M.S., University of Nebraska at Omaha; Grace College of the Bible, 1984.

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A.A., Trinity Western College; B.S., University of Nebraska at Lincoln; Th.M., Dallas Theological Seminary. Grace University, 1995.

DARRYL W. KEENEY, Management

S.D. School of Mines & Technology; B.A., Grace College of the Bible; M.Div., Western Conservative Baptist Seminary. Grace College of the Bible, 1994.

GINA KRUGER, Music-Piano

B.S., Pittsburgh State University; M.A., University of Iowa; Grace University, 1996.

MARTIN P. McANDREW, *Management*
Creighton University; University of Nebraska at Omaha; M.A. University of Nebraska at Lincoln. Grace College of the Bible, 1994.

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B.A., Central College; M.A., State University of South Dakota; University of Nebraska at Omaha. Instructor, Nebraska College of Business, 1973-1994. Grace University, 1995.

JOSEPH C. MORAVEC, *Bible*
B.A., Taylor University; Dallas Theological Seminary; M.A., Trinity Evangelical Divinity School; M.Div., Northern Baptist Theological Seminary; D.Min., Trinity Evangelical Divinity School. Grace University, 1995.

JON L. NOVAK, *Music*
University of Nebraska-Omaha; Grace College of the Bible, 1993.

BONNIE L. PASCHOLD, *Management*
B.S., University of Nebraska at Lincoln; M.A., University of Nebraska at Lincoln. Grace College of the Bible, 1994.

RUSS F. RAPIER, *Management*
B.A., Wheaton College; M.A., Conservative Baptist Seminary-Denver; M.S., University of Nebraska at Omaha; University of Nebraska at Lincoln. Grace College of the Bible, 1994.

JOYCE L. REIMER, *Applied Organ; Handbells*
B.S.M., Grace College of the Bible; M.M., University of Nebraska-Lincoln; Grace College of the Bible, 1994.

SAMUEL D. RIMA, *Bible*
Western Washington University; B.A., Eastern Washington University; M.Div., D. Min., Talbot School of Theology; Pastor, 1985-1994. Grace College of the Bible, 1994.

DAVID SCHULTZ, *Philosophy*
B.A., Grace College of the Bible; M.A., Doctoral Study, University of Nebraska-Lincoln; Grace University, 1996.

GEORGE T. SOMMERVILLE, *Communications; Management*
B.A., San Francisco State University; M.A., Wheaton College; Grace College of the Bible, 1992.

RENÉ J. SPRUNGER, *Computer Science*
Diploma, Grace College of the Bible; B.S., University of Nebraska at Omaha; M.Ed., Lesley College; Grace College of the Bible, 1992.

ALAN T. WIBBELS, *Management; Bible*
B.S., University of Nebraska at Lincoln; Graduate Study, University of Nebraska at Lincoln; M.A., University of Northern Colorado; Graduate Study, Kearney State College. Grace College of the Bible, 1993.

JOAN M. WORDEN, *Human Development and Family Studies*
B.S.W., University of Nebraska at Omaha; M.S.W., University of Nebraska at Omaha; L.M.H.P., State of Nebraska. Grace University, 1995.

TAMARA L. ZIELKE, *Music*
B.M.E., Wichita State University; Grace College of the Bible, 1992.

Camp Forest Springs

RICHARD L. ANGELO, *Associate Professor of Camping*
Northwestern College; Diploma, Minneapolis Technical Institute; B.S., Grace College; M.S., George Williams College. Grace College of the Bible, 1979.

PAUL E. BARTLETT, *Director of Educational Ministries*
B.S., Michigan State University; Th.M., Dallas Theological Seminary; Grace College of the Bible, 1991.

PATRICK PETKAU, *Camping*
B.R.E., B.B.S., Prairie Bible Institute; M.A., Wheaton College; Grace College of the Bible, 1989.

Staff Management

- Everett Greathouse Bookstore Manager
- Terry Edstrom Accountant, Systems Manager
- Jonathan Almblad Food Service Manager
- Steve Wiemeyer Director of Facilities and Grounds
- Tom Sommerville KGBI Station Manager
- Gordon Wheeler KROA Station Manager

Alumni Association

Purpose

The purpose of the Grace Alumni Association is to maintain and promote the fellowship which began at the University, to foster a spirit of prayer on behalf of one another and the University and to encourage each other to uphold the spiritual and evangelistic emphasis of the University.

Membership

Section 1 *Active Members*--All graduates of the University shall be active members having the privilege to vote and to hold office within the Association.

Section 2 *Associate Members*--All non-graduates who have accumulated at least twelve (12) credits with passing grades officially recorded in the Registrar's Office, shall be associate members having the privilege to vote and to hold office within the Association but not within the Executive Committee.

Section 3 *Honorary Members*--All current as well as all former faculty (not adjunct) and full-time staff who do not qualify as active or associate members shall be honorary members. Honorary members do not have the privilege to vote or to hold office.

Program

Alumni serve as a main source for prayer and financial support, and recruitment. The Alumni Office serves the University and the alumni in various capacities: an information channel to and from alumni, information on placement opportunities, a natural medium for financial support, public relations and recruitment, directory services, Alumni Banquet, special projects, and Alumnews.

Advisory Council

Officers: Dr. Paul F. Goossen, President
 Mr. Philip Hilty, President-Elect
 Mr. Daryl Lind, Secretary
 Mr. Glen Jones, Representative

Members:

Anderson, William S. Williamsburg, KS	Busenitz, Walter Whitewater, KS	Gerhart Jr., James and Shirley Pottstown, PA
Andres, Irvin R. Elbing, KS	Carlson, Harold Laurel, NE	Glover, Paul Spencer, IA
Arduser, Don and Ruby Coleridge, NE	Cole, Jay Fayetteville, AR	Goertz, Wilbur E. Hesston, KS
Bartel, Leland Warrington, MO	Coleman, Dean Arnold, NE	Goossen, Alvin L. Moundridge, KS
Bartsch, Greg and Joy Lincoln, NE	Dalke, Dan Omaha, NE	Goossen, Dwight Toledo, OH
Bartsch, James Newell, IA	Decker, Robert L. Sioux City, IA	Goossen, Paul Homestead, IA
Bartsch Sr., John Hesston, KS	Edgar, Franklin Lee's Summit, MO	Graber, Bradley Grand Blanc, MI
Benton, Steve and Barbara Cedar Rapids, IA	Ensz, Elmer Inman, KS	Gunther, Curtis and Rogene Hector, MN
Birky, Howard and Anna Newton, KS	Entz, Samuel and Leona Newton, KS	Gurney, Phillip S. Fort Calhoun, NE
Bishop, Jack Valley, NE	Ewert, Leonard Bellevue, NE	Gustafson, James R. Kiron, IA
Boeker, Paul Meade, KS	Ferster, Earl W. Selingsgrove, PA	Habegger, Charles and Waneta Berne, IN
Boettcher, Richard and Ruth Plattsmouth, NE	Frey, Robert Omaha, NE	Hanson, Charles Omaha, NE
Bonds, Charles and Martha Gering, NE	Friesen, Clarence and Gladys Henderson, NE	Harms, Alvin and Esther Newton, KS
Breese, David and Carol Hillsboro, KS	Friesen, Cornelius and Anna Meade, KS	Hauge, Daniel George, IA
Broberg, Clinton and Verna Newman Grove, NE	Friesen, Jake Meade, KS	Hayden, Robert and Denise Auburn, NE
Brown, Robert and May Omaha, NE	Friesen, Vernon and Jeanette Lincoln, NE	Hazuka, Daniel J. Omaha, NE
Busenitz, Clarence Peabody, KS	Friesen, Wesley and Nancy North Newton, KS	Hearing, Russell Sioux City, IA
Busenitz, Eldon and Marliss Huron, SD	George, Theodore Colorado Springs, CO	Heppner, Kenneth Winnipeg, Canada

Hilkemann, Robert Omaha, NE	Loewen, Peter C. Meade, KS	Reimer, David E. Newton, KS
Hilty, Philip and Brenda Versailles, MO	Longuevan, Clair and Mayann Grand Junction, CO	Reimer, Elmer and Catharina Newton, KS
Hofer, Herb and Laura Omaha, NE	Magness, Jack and Suzanne Beatrice, NE	Reimer, Ray and Gertrude Lincoln, NE
Hofer, Rodney Carpenter, SD	Moltumyr, Steven Omaha, NE	Rempel, J.T. Henderson, NE
Huxman, Melvin and Wanetta Moundridge, KS	Moser, Larry Columbus Grove, OH	Remple, Marline E. Henderson, NE
Isaac, Frank Whitewater, KS	Myer, Donald and Gala Glenwood, MN	Robinson, Manford Bluffton, OH
Janz, Arthur Elkhart, IN	Nickel, Ted D. Fort Wayne, IN	Rowse, Floyd Burwell, NE
Janzen, Dale and Susan Whitewater, KS	Oldberg, Paul Missouri Valley, IA	Russell, Duane Lexington, NE
Janzen, Marven Weatherford, OK	Pahl, Don L. Manhattan, KS	Sanders, Hazel Upsala, MN
Jones, Glen Greenfield, IA	Pelphrey, Stephen and Lecia Fort Smith, AR	Schmidt, Marvin and Tillie Hutchinson, KS
Jones, John L. Colby, KS	Penner, Joel Butterfield, MN	Schuerer, Neal Amana, IA
Jones, Russell and Ruth Lincoln, NE	Peters, Larry and Betty Lincoln, NE	Schulz, Hal Vista, CA
Klassen, Donald A. Hillsboro, KS	Plett, Don Springdale, AR	Scott, Fred Omaha, NE
Kliwer, John Henderson, NE	Prichard, George and June Normal, IL	Shearer, Jeff Hamburg, IA
Koehn, Mr. Innes Salina, KS	Rahn, Ben North Newton, KS	Smith, Aaron Burrton, KS
Koehn, Kenneth Fayetteville, AR	Ranney Jr., Joe Council Bluffs, IA	Spent, Earl Langdon, ND
Landis, Clarence Atlantic, IA	Rasmusson, Dennis Omaha, NE	Squier, Garry and Carol Anselmo, NE
Lang, Dale and Janice Rockford, IL	Ratzlaff, Orval Fresno, CA	Steinert, Leonard Bismarck, ND
Larsen, Gilbert and Anne Central City, NE	Regier, Charles Corn, OK	Swanson, Don A. Arnold, NE
Larson, Leslie C. Pierson, IA	Regier, Daniel and Goldie Newton, KS	Swanstrom, Donald and Loretta Yankton, SD
Lind, Darrell R. Omaha, NE	Regier, Melvin and Lydia Mountain Lake, MN	Tarp, Jes Johnston, IA

Thiessen, Floyd Follett, TX	Tschetter, Peter Mountain Lake, MN	Weller, Ledean Newton, KS
Thiessen, James and Gladys Elbing, KS	Tschetter, Richard Pandora, OH	Wiebe, Allan and Selma Salem, OR
Threeton, Abel Great Falls, MT	Unruh, Raymond Protection, KS	Wiebe, Henry and Eldora Omaha, NE
Thurman, George and Norma Stuart, IA	Veer, Ted and Malinda Newton, KS	Wiebe, Willie, C. Okeene, OK
Toavs, Louis Wolf Point, MT	Vesely, Don and Willa Omaha, NE	Wissink, Cecil R. Garden City, KS
Tschetter, Carlon Yukon, OK	Walker, Thomas and Virginia Bedford Heights, OH	Wohlgemuth, Eldon and Janice Whitewater, KS
Tschetter, Charles Omaha, NE	Wedel, Ruben Cordell, OK	Young, Stan Oakland, NE
Tschetter, Henry Huron, SD	Weicht, Todd La Crosse, KS	Zook, Lester and Grace Flanagan, IL

University Enrollment Analysis By States and Countries

California	6
Colorado	7
Iowa	57
Kansas	23
Minnesota	8
Missouri	5
Nebraska	321
South Dakota	11
Wisconsin	6
13 other states	26
4 other countries	5

By Class

	Men	Women	Total
Freshman	52	72	124
Sophomore	43	33	76
Junior	68	60	128
Senior	31	28	59
Special	18	23	41
Graduate	27	20	47
Total	239	236	475

By Church Affiliation

American Baptist	4
Assembly of God	23
Baptist General Conference	22
Berean Fundamental	8
Christian & Missionary Alliance	40
Conservative Baptist	6
Evangelical Free	57
Fellowship of Evangelical Bible Churches	25
General Conference Mennonite	6
Independent	91
Independent Baptist	15
Mennonite Brethren	10
Southern Baptist	33
Unaffiliated	9
Unidentified Baptist	32
Other	94

Index

Academic Information	33	Grading System	34
Academic Load	38	Graduation Fee	22
Accreditation and Academic Standing	12	Graduation Requirements	36
Administration	142	Grants	25
Admissions and Registration	15	Independent Study Courses	38
Admissions Procedures	17	Laboratory Fees	22
Admissions Requirements	16	Leadership Core	48
Advanced Placement Program	18	Library	38
Advanced Standing	18	Management Department	66
Advisory Council	148	Music Department	73
Alumni Association	147	Nursing Program	90
Applied Music	122	Pastoral Ministry Department	76
Associate Degree Programs	43, 81	Prayer Meetings	28
Athletics	30	Pre-Entrance Examinations	16
Auditing	37	Private Tutorship	37
Automobiles	31	Professional Studies Division	48
Aviation Program	84	Proficiency Examination Program	19
Bible Conference	28	Refund Schedule	24
Biblical Studies Division	42	Registration	19
Biblical Studies Programs	43	Residence Requirements	30, 36
Board of Trustees	142	Scholarships	25
Bookstore	30	Scholastic Honors	35
Buildings	7	Scholastic Probation	35
Calendar	2	Servant Leadership Training	12
Camping	50	Spiritual Activities	28
Chapel	28	Staff Management	147
Charis	29	Standards of Conduct	31
Christian Education Department	49	Student Body Association	29
Christian Philosophy of Education	8	Student Deposits	24
Class Attendance	37	The Grace University Story	6
Classification of Students	35	Transcript of Credits	23
College Level Examination Program	19	Transfer Students	17
Communications Department	53	Tuition Fees	22
Cooperative Programs	80	University Goals & Objectives	8
Correspondence Directory	3	World Christian Conference	28
Counseling	30	Youth Fest	28
Counseling Department	57		
Course Descriptions	97, 136		
Course Numbering	98		
Cross-Cultural Ministry Department	60		
Day of Prayer	28		
Devotional Life	28		
Dining and Housing Fees	22		
Distinctives of the University	9		
Doctrinal Statement	11		
Early Registration	19		
Early Registration Fee	19, 22		
Elementary Education Cooperative Program	92		
Employment	30		
Enrollment Analysis	151		
E.T.A. Diploma	37		
Extension Teams	29		
Faculty Personnel	142		
Financial Information	22		
General Education Development Tests	18		
General Education Division	48		
Grace College of Continuing Education	139		
Grace College of Graduate Studies	129		
Grace College of the Bible	15		
Grace World Outreach	29		

TELL ME MORE!

PLEASE RETURN THE ATTACHED POSTAGE-PAID CARD FOR FREE INFORMATION ABOUT GRACE UNIVERSITY.
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 E-Mail: admissions@graceu.edu
 Internet: http://www.graceu.edu

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 Address _____
 City _____ State _____ Zip _____
 (_____) _____
 Phone _____ E-Mail Address _____

Please send me more details about the programs of study offered at Grace University. **I would especially like to receive the following:**
 Application forms Catalog Financial Aid Information Scholarship Information
 Other: _____
 I have a VCR! Please send me a copy of the latest Grace University video.
 I have a computer! Please send me free software for America OnLine. IBM Macintosh
 I'd like to schedule a FREE campus visit.

I'm thinking of attending college in _____ (year). Year of high school graduation: _____

Name _____
 Address _____
 City _____ State _____ Zip _____
 (_____) _____
 Phone _____ E-Mail Address _____

I'd like to visit the Grace University campus. The best day(s) for me to visit is:
1st choice _____
 Day _____ Date _____
2nd choice _____
 Day _____ Date _____

I'm thinking of attending college in _____ (year). Year of high school graduation: _____

Name _____
 Address _____
 City _____ State _____ Zip _____
 (_____) _____
 Phone _____ E-Mail Address _____

Please send my friend the following information:
 A Grace University Information Packet
 A Grace University Video
 My friend is thinking of attending college in _____ (year).
 My friend graduates from high school in _____ (year).
 My name is _____

1997?

EXCEL

Degree Completion Program

STUDENT HANDBOOK



1311 South 9th Street
Omaha, NE 68108-3629
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Internet: <http://www.graceu.edu>

Ruth Schrey

EXCEL is . . .
Degree Completion Program
*a non-traditional
education program
which equips
Christian adult learners
for life, ministry, and leadership
by providing challenging
and convenient academic
opportunities
from a Biblical perspective.*

Grace University's
EXCEL Degree Completion Program
 with a double major in
Biblical Studies and Management &
Organizational Leadership
 or
Biblical Studies and Human Development &
Family Studies

PREFACE

This handbook is designed for Grace University EXCEL students and serves to introduce the program and provide you with information about curriculum, faculty, policies and procedures, student life and finances relating to the program. Additional information about institutional policies is available in the Grace University catalog.

**WELCOME TO
Grace University!**

The Grace University faculty, staff, and students welcome you to our team. You are about to embark on a life-changing study of God's Word, the Bible, and Management and Organizational Leadership (MOL) or Human Development & Family Studies (HDFS). At Grace University, we believe in life-long learning. The biblical education you receive at Grace teaches you to think about the world you live in through the grid of God's Word. In addition to helping you reach your educational goals, it is our desire to equip you to become an effective Christian at work, church, and home.

Read this handbook carefully. It answers most of your questions and maybe even some you didn't know to ask. In addition, the EXCEL staff and faculty are eager to answer any questions you may have. Specific telephone numbers are listed on the final page of this handbook to assist you in contacting the correct department. We look forward to serving you.

TABLE OF CONTENTS

	Page
Grace University	5
University Statement of Faith	6
Program Structure	8
Portfolio	11
EXCEL MOL Degree Completion Program Objectives	12
Coursework in the EXCEL Biblical Studies and Management & Organizational Leadership Program	13
EXCEL HDFS Degree Completion Program Objectives	16
Coursework in the EXCEL Biblical Studies and Human Development & Family Studies Program	17
Credit Distribution for Degree Completion	20
Admission	22
Payment Information	24
Financial Aid	26
Grades and Transcripts	27
Servant Leadership Training	28
Graduation and Degree Requirements	29
Telephone Directory	30

New handbooks are published at Grace University's discretion. Each EXCEL class entering the EXCEL core courses is governed by the handbook policies applicable at the time of its enrollment.

GRACE UNIVERSITY

STATUS:

A private four-year, co-educational Bible university.

ACCREDITATION:

Grace University is fully accredited by the Accrediting Association of Bible Colleges (AABC) and the North Central Association of Colleges and Schools (NCA).

MISSION:

Grace University, an interdenominational university, exists to educate men and women for vocational church/church-related ministries and for non-vocational Christian service through a curriculum consisting of biblical/theological, professional and general studies, as well as co-curricular experiences. The University also serves the Christian community through such auxiliary enterprises as radio stations, bookstore, and counseling center. All the activities of the University are carried out with the conviction that the Bible is the frame of reference and basis for integrating life and knowledge.

GRACE'S COMMITMENT:

Grace University is committed to serving the Christian community's educational needs. Our educational programs are designed to serve adults of all varieties and ages.

Grace University grants qualified students of all races all the rights, privileges, programs and activities generally accorded or made available to students by the University. Grace University does not discriminate against applicants or students on the basis of age, race, color, national or ethnic origin, or handicap in the administration of its admissions policies, educational policies, scholarships and loan programs, and athletic and other school administered programs.

STUDENT'S COMMITMENT:

Grace University wants your time as a student to be the most productive learning experience possible. Since a wide variety of students enter the EXCEL Degree Completion Program, we find it helpful to establish some common ground as a foundation for the educational experience. The *University Statement of Faith* is printed for you on the next two pages. Please read this statement carefully.

By enrolling at Grace University, students are committing themselves to fully comply with the principles outlined in our Statement of Faith, the policies in this handbook, and to cooperate completely with university faculty, staff, and administration. In addition to acceptance of the statement of faith, Grace University expects all of its students to live a life that is pleasing to God and edifying to the community. The University prohibits smoking, dancing, gambling, and the use of illicit drugs and alcoholic beverages.

A person who persistently disregards the standards of the University will be asked to withdraw. The University reserves the right to dismiss any student whose attitude or behavior is not in harmony with the ideals of the school. Please refer to the Grace University catalog for more information regarding standards of conduct.

UNIVERSITY STATEMENT OF FAITH

1. We believe that the Scriptures of the Old and New Testaments are the infallible Word of God, a divine revelation, the original autographs of which were verbally inspired by the Holy Spirit and therefore wholly without error, and that they are the supreme and final authority of faith and conduct. II Tim. 3:16, 17; II Pet. 1:21.
2. We believe in one God, eternally existing in three persons: Father, Son, and Holy Spirit. Matt. 3:16, 17; 28:19, 20; II Cor. 13:14.
3. We believe that Jesus Christ was begotten by the Holy Spirit, was born of a virgin, and is truly God and truly Man. Gen. 3:15; Matt. 1:18; Phil 2:5-8.
4. We believe in the resurrection of the crucified body of our Lord, in His ascension into heaven in that body, glorified, in His present life there for us as High Priest, in that "blessed hope," the personal, premillennial, and imminent

return of our Lord and Savior Jesus Christ for the Church, and in His "glorious appearing" with the Church to set up His earthly kingdom. Jn. 20:20; Acts 1:9-11; Heb. 4:14-16; Tit. 2:12; I Thess. 4:13-18; Acts 15:16.

5. We believe that the Holy Spirit is a person, is co-equal with God in all His attributes, and is sent by the Lord Jesus Christ from the Father, to convict the world of sin, to regenerate, indwell, guide, and teach the believer, and to empower him to live in victory over sin. Jn. 15:26; 16:7, 8, 13.

6. We believe that man was created in the image of God, but in the sin of the first Adam the whole human race fell and, apart from Christ, is spiritually dead and lost. Gen. 1:26; Rom. 5:12; Rom. 3:23, 7.

7. We believe that Jesus Christ died a substitutionary death upon the Cross, by grace providing salvation for all who believe on Him, justifying them on the ground of His shed blood. Eph. 1:7; 2:8; I Pet. 2:24.

8. We believe that all who by faith receive the Lord Jesus Christ as their personal Savior become the children of God, that eternal life is a present possession, that at death their spirits depart to be with Christ in conscious blessedness, and that at Christ's coming for the Church their bodies shall be raised, and together with the believers then living on the earth, transformed into the likeness of the body of His Glory. Jn. 1:12, 13; 5:24; I Cor. 15:51.

9. We believe that all who persistently reject Jesus Christ in the present life will, after the thousand years, be raised from the dead and throughout eternity exist in a state of conscious and endless torment. Rev. 20:11-15.

10. We believe that the Church consists of all those who, in this dispensation, truly believe on Jesus Christ, that it is the body and bride of Christ, and that its mission is to witness for Christ among all nations. Acts 1:8; 15:14.

11. We believe in the reality and personality of Satan, a subtle being who will be ultimately cast into the lake of fire. Rev. 20:10.

12. We believe in a consistent Christian life and in abstaining from worldly practices such as swearing of the oath, affiliation with secret societies, using courts for settling disputes among believers, taking personal vengeance and participating in carnal strife, and divorce as forbidden by the Lord. I Jn. 2:15-17; Rom. 12:2; James 5:12; II Cor. 6:14; I Cor. 6:7, 8; Rom. 12:17-21; Rom. 13:9; Matt. 19:9.

PROGRAM STRUCTURE

CLASS STRUCTURE

The Management & Organizational Leadership (MOL) and the Human Development & Family Studies (HDFS) Programs offered in the EXCEL format are designed specifically for non-traditional adult students. They offer adults with 62 semester hours of credit the opportunity to complete a Bachelor of Science (B.S.) degree with a double major in Biblical Studies and Management & Organizational Leadership or Biblical Studies and Human Development & Family Studies.

Classes meet for four hours one evening each week, for a total of 56 weekly sessions over a 14-month period. The EXCEL core consists of 40 semester hours. 124 semester hours are needed to graduate. Please see sections entitled, "Portfolio" and "Credit Distribution for Degree Completion" for an explanation of how transfer credits and life experience elective credits fit into the degree requirements. Classes are taught in a manner that is conducive to adult learning. A team atmosphere focused on working together to reach common goals usually develops among the adult students. To facilitate this camaraderie, EXCEL students commit themselves to remaining in the program for its duration.

ACADEMIC CALENDAR

EXCEL operates on a year-round basis. Several groups of students start the program each year, typically in January, May and September. Each group consists of 10 to 15 students and is called a "cohort." Each cohort is numbered according to its starting sequence. Furthermore, each cohort is given a specific schedule which indicates the exact dates the group meets during the 14-month core period. Included in the schedule is a two-week break for summer plus occasional one-week breaks for other major holidays.

COURSEWORK

Twelve courses make up the MOL/Bible or HDFS/Bible "core" programs. Each course runs for four to six weeks in length and carries three or four credit hours. All students take the twelve courses consecutively with their cohort.

There are four courses in each semester and three semesters in the core (EXCEL semesters do not necessarily correlate with the traditional Grace University Fall and Spring semesters).

The core courses are practical and applicable to the lives of Christian adult students. They cover areas such as communication, group dynamics, the church, Bible/theology, leadership and values.

Since less time is spent in the classroom, EXCEL students are expected to complete assignments before coming to class. Classes are taught using a seminar method, with each student sharing experiences and ideas. Class participation is expected and is a significant component in the program. Text books for each semester are distributed at the last class session of the prior semester.

ATTENDANCE

Attendance at all class sessions is mandatory because a significant portion of learning and interaction takes place in class. If a student misses a class, he or she is responsible for making arrangements to have the class videotaped. The student must view the videotape and submit a short review (2-3 pages) along with an Absence Report Form to the EXCEL professor. The professor will turn in the Absence Report Form to the EXCEL office verifying that the class was made up. In the case of emergency absences (sickness, car breakdown, etc.), an absence may be made up by attendance of that same class at another EXCEL cohort. For the student to receive credit, the class time must be made up.

Unless special permission is granted by the EXCEL Director, any student missing two class meetings during one course is given a "W" for that course and is expected to retake the course with another cohort. The student will be charged a \$100 fee to retake the course. With special permission, the student may complete the course, but must make up the missed class prior to graduation. **Students who miss three consecutive classes must withdraw from the program and need to apply for re-admission.**

CLASS CANCELLATION

The Academic Vice President may elect to postpone classes due to dangerous weather conditions. Should this happen, announcements are made on

KGBI-FM or KROA-FM as appropriate. For classes outside the radio listening areas, class members are notified by the local professor.

Each class has one snow day scheduled to allow the class to make up any postponements. If the class is canceled more than once, the class members and professor must vote on a make-up date. All classes must adhere to their given schedules.

FACULTY

Each cohort has either one or two instructors during the 14 months. Instructors in the MOL and HDFS Programs are professionals chosen for their teaching expertise and practical knowledge. All instructors hold master's or doctoral degrees. Some are full-time faculty members at Grace University, while others are professionals living in the community in which a class is located. All instructors attend regular EXCEL Faculty Conferences, held on the Grace University campus, which are designed to sharpen their skills in teaching adult students within our EXCEL format.

CLASS LOCATIONS

Classes are currently held on the Grace University campus near downtown Omaha and at convenient locations in Bellevue and West Omaha. Classes are also held at extension sites in Lincoln, Grand Island, and Kearney, NE; as well as Des Moines and Sioux City, IA.

PORTFOLIO

During the MOL and HDFS programs' first nine weeks, all students are required to submit a notebook called, "Portfolio," summarizing their formal educational (academic) and professional (work and life) experiences. The student will find detailed instructions for compiling the portfolio in the Portfolio Manual located in the *EXCEL Student Notebook*.

Regardless of the number of life experience elective credits needed, each student is required to write an essay as part of the requirements for the second course, Life Assessment. This essay, a Documented Experiential Learning Analysis (DELA), may be submitted later for evaluation to earn additional academic credit provided any necessary additional work has been done.

Life Experience Credits -- 22 of the 124 total semester hours may be generated from writing DELA's and providing documentation of professional schools and training not already transcribed. The number of life experience elective credits needed, not to exceed the maximum of 22 semester hours, varies with each student and is listed on the student's transfer credit evaluation. Three credit hours must be in Management & Organizational Leadership or Human Development & Family Studies.

Credit hours earned through portfolio assessment are recorded on the student's transcript at the end of the MOL and HDFS programs. The instructor and the Assessment Officer will advise the student in completing this phase of the program.

EXCEL MOL DEGREE COMPLETION PROGRAM OBJECTIVES

Depending on the student's background, it is possible to complete a bachelor's degree in the EXCEL Degree Completion Program in approximately 14 months. A student's life experience may be converted into academic credit by documenting past training, work-related projects and prior learning. The MOL degree is an accredited degree (B.S.) with a double major in Biblical Studies and Management & Organizational Leadership. Upon completing the MOL program, a student should be able to:

1. Demonstrate proficiency in interpersonal and group communication skills and principles;
2. Practice leadership styles and skills, including motivational techniques and conflict resolution;
3. Explain human resource management principles (e.g., recruitment, selection, training, evaluation, discipline and dismissal of employees);
4. Defend the centrality of ethics in business and organizational decision-making;
5. Demonstrate proficiency in the principles of organizational behavior;
6. Fulfill the Biblical Studies Division objectives (see page 44 in the current university catalog); and
7. Fulfill the General Studies Division objectives (see page 62 in the current university catalog).

**COURSEWORK IN THE EXCEL
BIBLICAL STUDIES AND
MANAGEMENT & ORGANIZATIONAL
LEADERSHIP PROGRAM**

FIRST SEMESTER

<i>COURSE</i>	<i>COURSE TITLE</i>	<i>CREDIT HOURS</i>
Course 1 MOL 461E	Interpersonal/Group Communication A study of how people communicate and relate both interpersonally and in group context. Emphasis is placed on principles of communication, personal relationships, and resolving conflict. (This course is cross-listed with HDF 461E.)	3 Semester Hours
Course 2 MOL 462E	Life Assessment A study of adult development with emphasis on one's personal life and preparing for the future. In-class exercises serve to elicit vocational goals among students and help to realistically plan for the future. This course includes preparation of a portfolio which may be used to gain credit for experiential learning. (This course is cross-listed with HDFS 462E.)	3 Semester Hours
Course #4 BI 467E 4 New BI 463	Practical Application of Biblical Hermeneutics Principles of biblical hermeneutics are applied to various genre, styles and types of biblical writing. Particular emphasis is given to critical analysis, interpretation, and application of selected passages.	3 Semester Hours
Course #3 TH 464E 3 New BI 464	The Church: Organization & Function An examination of the church as an organism and as an organization. The course highlights biblical principles of church structure and function and provides an opportunity to examine the believer's role in and responsibility to the church.	3 Semester Hours
	<i>The Law & History of Israel</i>	3

SECOND SEMESTER

<i>COURSE</i>	<i>COURSE TITLE</i>	<i>CREDIT HOURS</i>
Course 5 BI 465E	<i>The Sages & Prophets of Israel</i> Progress of Redemption I (O.T.)	4 4 Semester Hours
Course 6 MOL 466E	Leading & Managing A study of leadership styles and skills. Emphasis is placed on motivational techniques and their effectiveness. Simulation activities assist in learning about management, leadership, and dealing with conflict.	4 Semester Hours
Course 7 MOL 467E	Principles of Human Resource Management This course addresses issues pertinent to personnel management, recruitment, selection, training, evaluation, discipline, and dismissal. The subject of volunteerism is also included.	4 Semester Hours
Course 8 BI 468E	Progress of Redemption II (N.T.) A continuation of God's plan of redemption as it progressively unfolds in the New Testament record. How God acts in human history is seen in the Life of Christ and how He speaks is observed through the epistolary records. Finally, the progress of redemption and process of revelation are brought together in climax of history.	3 Semester Hours
	<i>Jesus Christ is our Lord</i>	3

BI 468

THIRD SEMESTER

COURSE	COURSE TITLE	CREDIT HOURS
BI 469EE Course 9 BI 469EE	<i>The Church Unhindered</i> Acts from a Sociological & Cross Cultural Communications Perspective	3 Semester Hours
	This course examines the book of Acts with special emphasis on the Apostle Paul's missionary journeys. Paul's journeys are used as a basis for the study of different cultures and world views. Students analyze the relationship of the Gospel and the Church to culture, for the consideration of the issues involved in communicating the Gospel in today's multi-ethnic and world class society.	
Course 10 MOL 470E	Ethics: Integration of Faith & Work	4 Semester Hours
	An examination of values and ethics, especially in business, with an emphasis upon the integration of belief and lifestyle. The analysis of situations calling for moral thinking and reflection on one's own life are key elements of this course.	
Course 11 MOL 471E	Organizational Behavior	3 Semester Hours
	This course seeks to bring together the fields of organizational psychology and counseling, communication, and personnel management, and vocational functioning within a Christian world view.	
Course 12 TH 472E	Theological Issues	3 Semester Hours
	An examination of theology within selected categories of systematic theology with emphasis on the key doctrines in each category as viewed from differing theological perspectives.	

New BI 472EE ~~The Law & History of Israel~~ 3
The Church Triumphant

EXCEL HDFS DEGREE COMPLETION
PROGRAM OBJECTIVES

Depending on the student's background, it is possible to complete a bachelor's degree in the EXCEL Degree Completion Program in approximately 14 months. A student's life experience may be converted into academic credit by documenting past training, work-related projects and prior learning. The HDFS degree is an accredited degree (B.S.) with a double major in Biblical Studies and Human Development & Family Studies. Upon completing the HDFS program, a student should be able to:

1. Demonstrate proficiency in interpersonal and group communication skills and principles;
2. Practice leadership styles and skills, including motivational techniques and conflict resolution, especially as they apply to the counseling setting;
3. Express an understanding of marriage and family topics from a biblical perspective;
4. Defend the centrality of ethics in family and counseling issues;
5. Demonstrate proficiency in the principles of adult and child development;
6. Fulfill the Biblical Studies Division objectives (see page 44 in the current university catalog); and
7. Fulfill the General Studies Division objectives (see page 62 in the current university catalog).

**COURSEWORK IN THE EXCEL
BIBLICAL STUDIES AND
HUMAN DEVELOPMENT & FAMILY
STUDIES PROGRAM**

FIRST SEMESTER

<i>COURSE</i>	<i>COURSE TITLE</i>	<i>CREDIT HOURS</i>
Course 1 HDF 461EE	Interpersonal/Group Communication A study of how people communicate and relate both interpersonally and in group context. Emphasis is placed on principles of communication, personal relationships, and resolving conflict. (This course is cross-listed with MOL 461E.)	3 Semester Hours
Course 2 HDF 462E	Life Assessment A study of adult development with emphasis on one's personal life and preparing for the future. In-class exercises serve to elicit vocational goals among students and help to realistically plan for the future. This course includes preparation of a portfolio which may be used to gain credit for experiential learning. (This course is cross-listed with MOL 462E.)	3 Semester Hours
Course 3 4 BI 463E 4 New 463	Practical Application of Biblical Hermeneutics Principles of biblical hermeneutics are applied to various genre, styles and types of biblical writing. Particular emphasis is given to critical analysis, interpretation, and application of selected passages.	3 Semester Hours
Course 3 4 TH 464E 3 4 New BI 464	The Church: Organization & Function An examination of the church as an organism and as an organization. The course highlights biblical principles of church structure and function and provides an opportunity to examine the believer's role in and responsibility to the church.	3 Semester Hours
	<i>The Law & History of Israel</i>	<i>3 hours</i>

SECOND SEMESTER

<i>COURSE</i>	<i>COURSE TITLE</i>	<i>CREDIT HOURS</i>
Course 5 BI 465EE	<i>The Sages & Prophets of Israel</i> Progress of Redemption I (O.T.) A study of God's plan of redemption as it progressively unfolds in the Bible. This basic, historical revelation is traced through the Old Testament to discover God's purpose and methods. God's revelations, as centered in the biblical covenants, form the basis of the study.	4 Semester Hours
Course 6 HDF 473E	Child Development This course will focus on the physical, cognitive, psychological and spiritual development of a child from birth to adolescence.	4 Semester Hours
Course 7 HDF 474E	Marriage This course will focus on courtship and marriage in our society. Focus will be given to building a biblical model of marriage and what factors make for a healthy marriage.	4 Semester Hours
Course 8 BI 468E	Progress of Redemption II (N.T.) A continuation of God's plan of redemption as it progressively unfolds in the New Testament record. How God acts in human history is seen in the Life of Christ and how He speaks is observed through the epistolary records. Finally, the progress of redemption and process of revelation are brought together in climax of history. <i>Jesus Christ, Our Lord</i>	3 Semester Hours

THIRD SEMESTER

<i>COURSE</i>	<i>COURSE TITLE</i>	<i>CREDIT HOURS</i>
BI 469 Course 9 BI 469EE	The Unhindered Church Unhindered Acts from a Sociological & Cross Cultural Communications Perspective	3 Semester Hours
	This course examines the book of Acts with special emphasis on the Apostle Paul's missionary journeys. Paul's journeys are used as a basis for the study of different cultures and world views. Students analyze the relationship of the Gospel and the Church to culture, for the consideration of the issues involved in communicating the Gospel in today's multi-ethnic and world class society.	
Course 10 HDF 475E	Issues in Contemporary Family Life & Ethics	4 Semester Hours
	This course will focus on the major factors affecting contemporary family life. Special focus will be given to unique family structures; i.e., single parenting, blended families, non-traditional marriages, etc.	
Course 11 HDF 476E	Adult Development	3 Semester Hours
	This course will focus on the physical, cognitive, psychological and spiritual development of an adult from young adulthood to old age.	
Course 12 TH 472E	Theological Issues	3 Semester Hours
	An examination of theology within selected categories of systematic theology with emphasis on the key doctrines in each category as viewed from differing theological perspectives.	
BI 472E	<i>The Church Triumphant</i>	

CREDIT DISTRIBUTION FOR DEGREE COMPLETION

I. FRESHMAN and SOPHOMORE YEARS

Transferred university credit = 62 semester hours minimum, with 75 lower division semester hours maximum

▶ 11 semester hours in Biblical Studies (may be completed while enrolled in EXCEL core) **11 hours**

▶ 36 semester hours in general education:
 - 6 semester hours in Natural Science (one course may be Mathematics)
 - 3 semester hours in Humanities
 - 6 semesters in Social Science (General Psychology required for HDFS)
 - 3 semester hours in English Composition
 - 18 semester hours in elective courses **36 hours**

▶ 15 semester hours in elective courses **15 hours**

Total hours required to begin EXCEL core courses **62 hours**

Note -- Freshman/Sophomore deficiencies may be made up by:

- (1) CLEP / Dante tests
- (2) Challenge exams in Bible
- (3) IBSE's (Independent Bible Study Essays; EXCEL core students ONLY)
- (4) Accredited correspondence courses
- (5) Traditional and non-traditional courses

II. JUNIOR and SENIOR YEARS

- ▶ Life Experience Electives
22 semester hours maximum 22 hours
Credit can be earned by:
 - (1) Writing DELA's (Documented Experiential Learning Analysis)
 - (2) Documented professional schools and training
 - (3) Independent Bible study courses

- ▶ EXCEL Coursework -- 40 required semester hours 40 hours
 - (1) Interpersonal/Group Communication
 - (2) Life Assessment
 - (3) Practical Application of Biblical Hermeneutics
 - (4) The Church: Organization and Function
 - (5) Progress of Redemption I (O.T.)
 - (6) Leading & Managing (MOL)
Child Development (HDFS)
 - (7) Principles of Human Resource Management (MOL)
Marriage (HDFS)
 - (8) Progress of Redemption II (N.T.)
 - (9) Acts from a Sociological and Cross Cultural
Communications Perspective
 - (10) Ethics: Integration of Faith & Work (MOL)
Issues in Contemporary Family Life & Ethics (HDFS)
 - (11) Organizational Behavior (MOL)
Adult Development (HDFS)
 - (12) Theological Issues

TOTAL HOURS REQUIRED FOR GRADUATION 124 hours

NOTE -- All EXCEL students must complete all EXCEL coursework. Students transferring over 62 semester hours may require fewer life experience elective hours.

ADMISSION

PROCEDURE

Admission to Grace University's MOL and HDFS programs are contingent upon completing the following items:

1. **Application for Admission:** Submit a completed application form including a non-refundable application fee payable to Grace University. Applicants must be Christians and articulate a clear personal commitment to Jesus Christ.

2. **Transcripts:** Have official transcripts sent from all institutions/universities attended, including a military DD214, if applicable, to the EXCEL office. Student copies are not official transcripts. When ordering your official copies, order additional student copies to include in your portfolio. The Registrar completes an official transcript assessment for each student.

3. **Pastor's Recommendation:** A recommendation from your pastor is required. Please give your pastor the appropriate form along with a postage paid envelope addressed to the EXCEL office. If you cannot obtain your pastor's recommendation, the form may be completed by a church officer.

4. **Character Recommendations:** Two recommendations from employers or other people qualified to assess your academic or professional traits must be sent to the EXCEL office. Please give each person the appropriate form along with a postage paid envelope addressed to the EXCEL office.

5. **Writing Sample:** This one-to-two page letter is used to assess your ability to communicate effectively in written form. Admission to the program is contingent upon the successful completion of this assignment, as determined by an Associate Professor of English. Any student who wishes to challenge the essay evaluation is given the opportunity to write another paper using a different topic or to complete the English CLEP Exam (at the student's expense) to demonstrate writing competency.

6. **Tuition Deposit:** A non-refundable fee completes registration requirements for the EXCEL core.

TYPES OF ADMISSION

Each application is reviewed by the EXCEL Admissions Committee. The EXCEL program admits students on two levels:

1. **Regular Admission:** Students who meet all admission requirements are considered for admission into the MOL or HDFFS Programs. Upon acceptance into the program, students are eligible to take traditional and non-traditional courses offered by Grace University.
2. **Core Admission:** For admission into the EXCEL core courses, students must complete at Grace University or transfer from accredited colleges or universities a minimum of 62 semesters of credit ("C" level or above) including 29 semesters in the following areas:
 - ▶ 11 hours in Biblical Studies (may be completed while enrolled in the EXCEL core through independent study, correspondence courses, Bible challenge exams, or accredited Bible classes)
 - ▶ 6 hours in Natural Science, one course may be Mathematics
 - ▶ 3 hours in Humanities
 - ▶ 6 hours in Social Science (General Psychology required for HDFFS)
 - ▶ 3 hours in English Composition

Subjects commonly included in Biblical Studies, Natural Science, Social Science, and Humanities are listed below:

Biblical Studies: Bible book studies, theology.

Natural Science: Biology, Chemistry, Botany, Physics, Zoology, Anatomy, Physiology, Physical Geography, Geology, Astronomy, Mathematics (3 hours only).

Social Science: Anthropology, Economics, Business Education, Political Science, Psychology (General Psychology required for HDFFS), Sociology, History, Geography, Human Growth & Development. (Recommended for HDFFS degree -- Abnormal Psychology and Theories of Personality.)

Humanities: Art, Sculpture, Painting, Literature, Foreign Language, Music, Philosophy, Drama, World's Living Religions.

A "Credit-in-Escrow" policy permits students from non-accredited universities to enter the EXCEL program with the possibility of having some transfer credits accepted in the future if they are successful in the EXCEL core. A minimum grade of "B" in the first three EXCEL core courses is required. Upon satisfactory completion of this criteria, students are eligible to transfer applicable credits, with some limitations, from a non-accredited university, provided that (1) they received a grade of "C" or better in the course(s) in question, (2) the course(s) fit into academic requirements, and (3) no existing university policies are violated.

PAYMENT INFORMATION

Please refer to the payment insert for current cost information. Charges may be paid in full at the beginning of the EXCEL core, or divided in one of three payment plans: (1) semester, (2) monthly, or (3) an additional plan for people who receive tuition assistance from their employer. Whichever plan you choose, all semester charges must be paid in full, or alternate arrangements made, prior to starting the next semester. Pell Grant and/or Stafford Loan funds used to pay any portion of the EXCEL charges are taken into consideration, if approved in advance, when calculating the balance due in monthly or semester payment plans.

BUSINESS OFFICE HOURS

Payments may be made by check or money order payable to Grace University or by MasterCard / VISA. Business office hours are 8:00 a.m. to 3:30 p.m., Monday through Wednesday and Friday; 8:00 a.m. to 6:00 p.m. on Tuesday.

WITHDRAWAL

Students who find it necessary to withdraw from the EXCEL core courses must send a letter stating reasons for withdrawal to the EXCEL Administrative Director. In addition, the student must complete a short Exit Interview with the Administrative Director or Academic Director of the EXCEL program. A student is not eligible for refunds unless the withdrawal letter is received and

the interview is completed. The student will receive a "W" for the courses not completed in the semester in which they withdraw.

In special circumstances, a student may withdraw from a course but complete the rest of the core courses with his/her cohort. The student must make up the course with another cohort. In addition to the tuition which was charged at the beginning of the semester in which this course falls, the student will be charged a fee to make up the course. Each student's situation is subject to review by the EXCEL Director.

EXCEL REFUND POLICY

Subject to the date of official withdrawal, tuition will be refunded as follows by semester:

Through the first week of the semester	100%
Through the first 10% of the semester	90%
Through the first 25% of the semester	50%
Through the first 50% of the semester	25%
After the first 50% of the semester	0%

First-time students who receive Title IV funds are eligible for special consideration under the federal pro rata refund policy if they withdraw from the University during the first 60% of their first semester. To determine the enrollment period, the remaining weeks are divided by the total weeks in the period. This number is rounded down to the nearest 10%. If this figure is 40% or more, the student is under the pro rata refund policy. To determine the student refund, the following formula is used: total direct charges are multiplied by the enrollment period percentage, minus unpaid charges, minus administrative fee (the lesser of \$100 or 5% of total direct charges).

FINANCIAL AID

ELIGIBILITY

The U. S. Department of Education provides funding to needy students who attend post-secondary institutions. Eligibility for federal aid is based on financial need and is determined through a confidential financial aid application. Financial aid applications may be obtained from the Financial Aid or EXCEL Offices. Please note: **students enrolled in the EXCEL core are considered full-time students.**

FEDERAL FUNDS

All Grace University students, including EXCEL students, may be eligible to participate in the following programs:

Federal Pell Grants -- The original application must be sent directly to the Financial Aid Office at Grace University. Also send copies of your tax returns (if the 1040 long form was used, only send a copy of the front and back of the first page). The Financial Aid Office processes the student's application and sends the Student Aid Report (SAR) to the student to complete. Eligible students may receive Federal Pell Grants ranging from \$400 to \$2,300 per academic year.

Federal Stafford Loans, Federal Supplemental Student Loans and Federal PLUS Loans -- Students may apply for low interest loans with special repayment terms based on a continued financial need as shown on the SAR and subsequent awards. Loans can be need-based and/or non-need based. Loan application forms may be acquired from a lender of the student's choice or from Grace's Financial Aid Office. For further information, please contact the Financial Aid Office.

DETERMINING SATISFACTORY PROGRESS

In order to remain eligible for financial aid from federal (Title IV) programs, a student must make satisfactory progress toward completing a certificate or degree. Full details on the University's satisfactory progress statement appear in the University Catalog.

GRADES AND TRANSCRIPTS

Each student receives a grade report after each semester. Grade reports are available after completing each course -- from the EXCEL Office -- for students who receive tuition assistance from their employers and need to verify successful course completion. If the grade reports are sent to a third party, a signed release form (available in the EXCEL Office) is required. Final grades appear on the student's transcript, which is available upon the student's request.

INCOMPLETES

Grace University utilizes the letter grades "A, B, C, D, F." If the student does not complete the required work before the course ends, he/she may petition to receive a grade of "I" (Incomplete). If permission is granted, the student has four weeks to complete the coursework. If four weeks elapse and the work is not completed, the incomplete grade becomes an "F" and the student is required to retake that particular course. **Students must pay the current tuition rate to retake a course due to receiving an "F" grade.**

GRADE POINT AVERAGE

Academic grade point averages are computed using the following scale:

A	=	94 - 100%	=	4 grade points per semester hour credit
B	=	87 - 93%	=	3 grade points per semester hour credit
C	=	78 - 86%	=	2 grade points per semester hour credit
D	=	70 - 77%	=	1 grade point per semester hour credit
F	=	below 70%	=	0 grade points per semester hour credit

TRANSCRIPTS

Official transcripts may be requested from the Registrar's Office one month after completing the last course. Both student and official transcripts must be requested in writing. Official transcripts are sent directly to schools, employers, and agencies and forms are available in the Registrar's Office.

SERVANT LEADERSHIP TRAINING

At Grace University, we recognize that it takes more than academic excellence to prepare students for life, ministry, and service. Students need to develop and sharpen other necessary skills. Regular ministry involvement provides students with the opportunity to put into practice principles learned in the EXCEL Bible/MOL or Bible/HDFS programs.

Servant Leadership Training (SLT) is an integral part of the total educational experience at Grace. Students enrolled in the EXCEL core courses are expected to complete an SLT assignment each semester.

SLT requirements are set forth in the *Student Notebook* which you receive in your first EXCEL core course. Questions concerning the SLT requirements may be directed to the EXCEL Administrative Director or to the SLT Office located on the Grace campus.

OBJECTIVES FOR SERVANT LEADERSHIP TRAINING

As a result of participating in the SLT program, a student should be able to:

1. Accept personal responsibility for participating in the "Great Commission";
2. Witness to non-Christians and nurture new believers;
3. Complete a variety of supervised, practical Christian service experiences;
4. Discover, develop, and use his/her Spiritual Gifts;
5. Demonstrate personal accountability by completing a weekly ministry;
6. Develop character traits and ministry skills essential for effective Christian service.

GRADUATION AND DEGREE REQUIREMENTS

Students who graduate from the EXCEL program are encouraged to participate in the University's regular commencement ceremony. If the student desires to participate, he/she must submit his/her application for graduation to the EXCEL Office no later than January 30 (graduation regalia measurements must be taken at that time). Those participating must complete all required work two weeks before the commencement ceremonies.

All students completing the EXCEL program are assessed a graduation fee, which is charged at the time application for graduation is made. If a student finds he/she is unable to complete requirements in time to graduate as originally planned, he/she must defer graduation. The graduation fee is applied to the later graduation date if the decision is made before regalia is ordered.

STUDENT REQUIREMENTS FOR GRADUATION

Students qualify to graduate with a Bachelor of Science (B.S.) degree in Biblical Studies/MOL or Biblical Studies/HDFS by meeting the following criteria:

1. **Complete a minimum of 124 semester hours no later than two weeks prior to graduation ceremonies.** Included in the required 124 semester hours are: (1) a minimum of 62 semesters in foundational studies required to enter the EXCEL program, (2) 40 semester hours in EXCEL courses, and (3) life experience elective credit accounting for up to 22 semester hours.
2. **Earn a minimum 2.0 overall grade point average.**
3. **Satisfactorily complete three semesters of Servant Leadership Training.**
4. **Evidence strong Christian character and sound doctrine.** A student whose conduct does not display appropriate Christian character may be deemed ineligible to graduate even though academic requirements are met. Grace University graduates are expected to write their own doctrinal statement.

5. **Complete fifteen of the last forty semester hours of credit at Grace University.** Grace University's residency requirement states that in order for a student to graduate, he/she must take 15 of the last 40 semester hours of credit at Grace University. EXCEL core courses meet this residency requirement.
6. **All monies owed are paid in full to the Business Office.**

GRACE PERIOD AFTER CORE COURSES

Grace University desires to help each EXCEL student succeed in completing his/her bachelor's degree and, therefore, all graduation requirements **MUST** be completed within one year following the student's last class session (week 56). After one year, a \$300 activation fee is charged to the student's account. (An exception is made for students who enter the core courses with less than the required 62 hours; for every 12 hours less than the required 62 the grace period is extended by one year.) During this time, the student is encouraged to stay in communication with the Assessment Officer for guidance in completing all graduation requirements.

GRADUATION CEREMONIES

Graduating students are encouraged to participate in the commencement ceremonies held each May. Diplomas are distributed at that time and are dated, providing the student does not have an outstanding financial obligation to the university. Diplomas are mailed to students who were unable to attend the commencement ceremony.

ACADEMIC HONORS

The Grace University academic policy states that "transfer students must have completed at least 62 hours at Grace University" in order to qualify for academic honors. The EXCEL core courses only equal 40 hour. The University does not consider life experience elective credits as eligible for honors because the actual learning did not take place at Grace or under a Grace professor's supervision. However, an EXCEL student who completes at least 22 hours, in addition to the EXCEL core courses, may qualify for academic honors.

TELEPHONE DIRECTORY

Grace University (402) 449-2800
 Long distance toll-free number (Admissions only) (800) 383-1422
 Long distance toll-free number (EXCEL only) (800) 697-1808

EXCEL Offices

Ms. Sandy Styles, Administrative Director (402) 449-2807
 Mr. John Holmes, Assessment Officer (402) 449-2838
 Miss Keri Friesen, Staff Assistant (402) 449-2950
 Dr. Donald Tschetter - Evaluator (402) 449-2843

Admissions Office

Miss Terri Thomas, Director (402) 449-2832
 Mrs. Jewel Most, Enroll. Mgmt. Counselor (402) 449-2833
 Mr. Mike Fager, Admissions Counselor (402) 449-2916

Financial Aid Office (402) 449-2810
 Mrs. Lydia Thompson

Academic Vice President and Dean of Grace College of the Bible

Dr. Jim Eckman (402) 449-2844

Registrar's Office (402) 449-2811

Mr. John Holmes Dr. Don Tschetter, Registrar (402) 449-3828
 Miss Ruth Schrag, Assistant Registrar " " 2811

Business Office

Mr. Marvin Epp, Vice President, Business & Finance . (402) 449-2819
 Mrs. Jane Brandes, Student Accounts (402) 449-2822

Servant Leadership Training Office (402) 449-2874
 Mr. Greg Koehn

Library (402) 449-2893
 Dr. Stan Udd, Librarian (402) 449-2892

Bookstore (402) 449-2880
 Mr. Everett Greathouse, Manager

President's Office (402) 449-2809
 Dr. Neal F. McBride, President

❖ NOTES ❖