



*Academic Excellence*

*Life Change*

*World Impact*

**2006-2007**  
*Undergraduate Catalog*



# School Calendar 2006-2007

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## FALL SEMESTER 2006

Aug.1, Tues.	Faculty/Staff Conference
Aug. 19, Sat.	Residence Halls open for New Students
Aug. 21 – 22	Spiritual Life Orientation
Aug. 23, Wed.	Convocation Ceremony* 10:20 a.m., Suckau Chapel
Aug. 23, Wed.	Traditional Undergrad/Grad Classes Begin
Aug. 30, Wed.	Last Day to ADD Courses
Sept. 4, Mon.	Labor Day: Admin. Offices Closed/No Classes
Sept. 8, Fri.	SLT Fair (10:30-11:30 am)
Sept.16, Sat.	Alumni Day
Sept. 20, Wed.	Last Day to DROP Courses (Without academic penalty)
Sept. 21-22	College Preview
Sept. 29, Fri.	Fall Enrollment Closes
Oct. 3, Tue.	Day of Prayer (No Traditional Undergrad Classes)
Oct. 16 - 19	Mid-Term Exams (Classes Meet)
Oct. 23 - 25	Bible Conference* (No Traditional Undergrad Classes)
Oct. 26 - 27	Fall Break (No Traditional Undergrad Classes)
Nov. 4, Sat.	CPCE Exam (For Grad Students)
Nov. 13–Dec. 1	Registration for Winter and Spring, 2007
Nov. 23, Thur.	Thanksgiving Day: Admin. Offices Closed/No Classes
Nov. 24, Fri.	Admin. Offices Closed/No Classes
Dec. 11, Mon.	Reading Day
Dec. 12 - 15	Final Exams (Undergrad/Grad)
Dec. 15, Fri.	Residence Halls Close at Noon
Dec. 23 - Jan. 1	Administrative Offices Closed
Dec.25, Mon.	Christmas Day
Jan. 1, Mon.	New Year's Day

## WINTER SESSION 2007

Jan. 2 – 12	Winter Sessions +
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## SPRING SEMESTER 2007

Jan 15, Mon.	Graduate Classes Begin
Jan. 16, Tue.	Traditional Undergrad Classes Begin
Jan. 16, Tue.	Convocation Ceremony* 10:20 a.m., Suckau Chapel
Jan. 23, Tue.	Last Day to ADD Courses
Jan. 24, Wed.	Spring Enrollment Closes
Feb. 5 - 8	World Christian Conference* (No Traditional Undergrad Classes)
Feb. 6-7	Camp Fair
Feb. 13, Tue.	Last Day to DROP Courses (Without academic penalty)
Feb 24, Sat.	CPCE Exam (For Grad Students)
Mar. 6, Tue.	Day of Prayer (No Traditional Undergrad Classes)
Mar. 12 - 16	Mid-Term Exams (Classes meet)
Mar. 19 - 23	Spring Break (Undergrad/Grad)
Apr . 6 - 9	Good Friday, Easter, Easter Monday (No Traditional Undergrad Classes)
Apr. 10 – 21	Early Registration for Summer and Fall 2007
Apr. 12-13	Grace Days
Apr. 30 – May 3	Finals for graduating Seniors/Grad Students
May 4, Fri.	Honors Convocation/Baccalaureate* 10:30 AM (Suckau Chapel)
May 5, Sat.	Commencement 2:00 PM (Westside Church)
May 7, Mon.	Reading Day
May 8-10	Finals Week, All students not graduating
May 11, Fri.	Residence Halls Close at Noon

## SUMMER SESSION 2007

May 14 - 25	First Session+
May 28, Mon.	Memorial Day (Offices Closed)
May 29-June 1 (Tue. – Fri.)	Assessment Week
June 4 - 15	Second Session+
June 18 – 29	Third Session+

*\*Required attendance*

*+Last Day to ADD a course is the first Monday of the session; the last Day to DROP a course without academic penalty is the first Thursday of the first week.*

## **Catalog Limitations**

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This catalog describes policies, programs, and procedures of Grace University that are in effect at the time of its preparation, February 2006.

Grace University reserves the right to change any of its rules and regulations at any time, including those relating to admissions, instruction and graduation. The right to withdraw curricula and specific courses, alter course content, change the calendar and to impose or increase tuition or other fees similarly is reserved. All changes are effective at such time as the proper authorities determine and may apply not only to prospective students but also to those who are already enrolled in the University.

The provisions of the catalog are not, and should not be construed to be a binding contract between students and the University.



## **A Personal Note from the President**

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The Grace University catalog reflects Grace University's commitment to strong, Christ-centered education. As you review the catalog, please remember that Grace seeks to add value to your life in at least three areas: (1) Grace adds value to your life by enabling you to develop a well-integrated Christian worldview. You will study God's revelation and integrate it with all the disciplines of human knowledge. (2) Grace adds value to your life by helping you develop key skills for living—e.g., time management, stress management, interpersonal relationship skills and honing your reading and communication skills. (3) Grace adds value to your life in character development. The core values of honesty, integrity and personal responsibility are central to our student development office. Internalizing these values is what Grace is all about.

May God guide you as you seek to do His will and prepare for a life of serving Him and His people.

In His mighty grasp,

A handwritten signature in black ink that reads "James P. Eckman". The signature is written in a cursive style.

James P. Eckman, Ph.D.  
President

# **Correspondence Directory**

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

## **Admissions and General Information**

Diane V. Lee • Director of Admissions

## **Business, Finances & Facilities**

Kevin R. Shultz • Vice President for Finance and Operations

## **Career Development and Placement Center**

C. James Santoro • Director

## **Library & Learning Resources**

Dr. Stanley V. Udd • Library Director

## **Educational Policy, Procedures, & Faculty**

Dr. Karl E. Pagenkemper • Academic Vice President

## **General University Policy**

Dr. James P. Eckman • President

## **Grace College of the Bible**

Dr. John D. Holmes • Dean

## **Grace College of Graduate Studies**

Dr. M. Richard “Dick” Dahlquist • Dean, Adult Education

## **Grace College of Continuing Education**

Dr. M. Richard “Dick” Dahlquist • Dean, Adult Education

## **Servant Leadership Training & Field Education**

John G. Costello • Director

## **Stewardship, Gifts, Grants and Donor Relations**

Kathy J. Larsen • Vice President for University Development

Melvin R. Friesen • Director of Gift Planning

## **Alumni and Church Relations**

Douglas B. Russell • Director of Alumni and Church Ministries

## **Scholarships & Financial Aid**

Dale E. Brown • Director of Financial Aid

## **Student Life**

Dr. Jared T. Burkholder • Vice President for Student Services

## **Women’s Housing, Learning Needs, Special Accommodations**

Beth C. Sanchez • Dean of Women

## **Men’s Housing and Student Activities**

Jon T. McNeel • Dean of Men

## **Transcripts, Academic Records**

Kris J. Udd • Registrar

## **Founders Bookstore at Grace University**

Everett F. Greathouse • Manager



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# General Information

## Our Mission

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Grace University exists to develop servant leaders for the home, the church and the world through excellence in biblically-integrated education and through life change in a personal, disciplining environment, all for the glory of God.

## Our Past

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### 63 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 became increasingly apparent to these evangelical pastors. A number of them shared this common concern with each other during the commencement activities at the Oklahoma Bible Academy in Meno, Oklahoma, in 1942. 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.

From June 1 through 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 from 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. Location—the Lord definitely led the original group of men to Omaha on June 1 and opened doors for them.
2. Temporary Facility—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 facility—the Lord preserved Stuntz Hall for Grace Bible Institute, so that on the afternoon of September 8, the Board of Directors signed a purchase contract for the building in the amount of \$25,000.

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 University'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 Trustees, Advisory Council, administrators, faculty and staff provide a rich spiritual heritage for the University.

Academic programs have been expanded and upgraded to reach each generation; the administrative structure has been revised and faculty has grown in size. Most significantly, the University has remained vigilant in upholding the fundamentals of the faith maintaining, without reservation, that the Bible is the inspired Word of God. In 1976, when a change of name was considered, "Grace Bible Institute" became "Grace College of the Bible."

The physical plant has been expanded through the construction and purchase of additional facilities. The expansions include Suckau Chapel (basement, 1949; main floor, 1957); Schmidt Hall (1962); Harold D. Burkholder Center (1967) which includes the Jim Classen Gymnasium (2003); and the Donald J. Tschetter Academic Building (1975).

In 1977, the University 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, Rieger Hall, and Waldo Harder Hall—have been utilized as dormitory facilities. A fourth wing houses administrative offices, conference rooms, classrooms, music rooms and a fifth wing houses the faculty



offices. Additional facilities in the complex will be renovated, as needed, for student housing, classrooms, and offices. Each facility expansion was an adventure of faith and a distinct answer to prayer.

In 1993, President Neal McBride proposed that Grace consider a new identity as “Grace University.” During the 1993-94 academic year, a feasibility study for restructuring was accomplished. In May 1994, the Trustees formally adopted restructuring as Grace University, which consists of three colleges: Grace College of the Bible, Grace College of Graduate Studies, and Grace College of Continuing Education.

On July 1, 1995, the institution’s new corporate identity as Grace University became official. Today, President James P. Eckman leads Grace University.

In 2003, the Jim Classen Gymnasium was dedicated providing physical fitness and athletic opportunities to the campus community. With this construction, the Duerksen Center was renamed the Harold D. Burkholder Center, and the dining commons was named in honor of Vernon Duerksen.

## **Our Present**

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*The core values of academic excellence, life change, and world impact continue to shape the vision of Grace. These foundational values stimulate the Power of Grace!*

During the past 63 years, more than 8,000 students have studied at Grace University. Many of our alumni are actively involved in full-time vocational ministries. Many are serving in cross cultural and international missions, in pastoral ministry, in Christian education, in music, and in Christian radio and telecommunications. Others impact the marketplace for Christ serving as lay leaders in local churches and church-related organizations. Many are educators, business people, farmers and ranchers, and public servants in governmental settings.

The oversight of Grace University is vested in a strong, spiritually minded Board of Trustees, representing various denominations. A variety of advisory teams assist in guiding various operations within the University. Each academic program has a professional advisory team evaluating and guiding faculty in program improvement. The Grace University Foundation 14 member Board of Directors works closely with the University Development Department in friend building, fund raising, and investment management. The Parents Association (GUPA) works in association with the President’s Office regarding institutional and student support. The Alumni Association, a vital advisory group, connects our strong heritage with our ongoing mission of

preparing men and women as servant leaders for the home, the church and the world.

Throughout its history, Grace University leadership has been marked by vision and faith. The following have served as presidents: Paul Kuhlmann (Acting, 1943), Dr. C.H. Suckau (1944-1950), 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), Dr. Neal F. McBride (1993-1997), and Dr. James P. Eckman (1997-).

## **What Makes Our Education Different**

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*The education offered at Grace University differs from a secular liberal arts education or even a Christian liberal arts education in a number of ways. Students should note the following differences that make us distinctive:*

### **Academic Focus**

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 the humanities and sciences serving as a supportive role. With our focus on the Bible and life application, Grace University emphasizes basic life skills development for the home and family, active involvement in a local church as an expression of commitment to community, and Christian character development with a critically thinking, ethical mind for the work place.

### **Integration of Knowledge and Skills**

At Grace University, the Bible is the integrating dynamic of our curriculum. Each bachelor level student at Grace University pursues a double major — the first in Biblical Studies and the second in a professional or vocation field of his/her choice. All students at the bachelor level are required to complete a minimum of 30 hours in textual Bible and theology; many programs require approximately 40 hours. All students at the associate level are required to complete a minimum of 30 hours in Bible and theology. General Education requirements in all bachelor level programs require a minimum of 36 hours; many programs require approximately 40 hours. Students are required to integrate their thinking about the world (General Education) and their understanding of the Word (Scripture and Theology). This core helps students form a unified Christian worldview and philosophical perspective on life.

On this integrated foundation of Biblical Studies and General Education, professional studies are added in order to round out the entry-level professional for his or her work place. These professional studies also provide leadership development skills and life-long learning skills whereby the student will not simply be limited to his initial vocational responsibilities. With time and maturity, we believe our graduates become ideal first level supervisors and managers, and some mature into key leadership roles within their vocational fields. At Grace University, most professional programs at the bachelor level require 40 to 50 hours of professional studies to fully train the individual for his/her stated vocation calling and for leadership capacities for the home, the church and the world.

### **Servant Leadership Training**

Practical field experience and community volunteerism are integral parts of the education process at Grace University; thus, all certificate, associate, and bachelor degree students are required to participate in Servant Leadership Training. This two-semester program coordinates the activities of students throughout their education at Grace.

Throughout each semester of full-time enrollment, each student volunteers in a ministry or community agency whereby they impact the lives of other people. These settings may include jail visitation, tutoring at-risk youth, ministering to children and youth in church settings, assisting in disaster relief, YMCA youth programs, or senior citizen and hospice visitation programs. Each student's SLT assignment must be approved each semester, and students receive formal evaluation from our SLT Director as well as the agency or ministry supervisor. During the 2005-2006 school year, students volunteered almost 40,000 clock hours of community service in the greater Omaha community. The University's student body was honored to receive the 2002 "Making It Happen Award" presented by the United Way of the Midlands on behalf of the community.

### **Personal Spiritual Life**

Grace University places heavy emphasis upon spiritual formation and ministry skill development regardless of the vocational direction a student has chosen. Spiritual formation includes a lifestyle of daily quiet time to read Scripture, meditation, prayer, and the pursuit of a worshipful focus on God. Spiritual formation also includes development of a Christ-honoring lifestyle including self-discipline, ethical decision-making, and abstaining from behavior and attitudes that Scripture calls "sin." Ministry skill development includes development of one's ability to share one's faith with others, to speak about and teach

Scripture publicly in a variety of ministry settings, and to engage in Christian worship with sensitivity to various traditions and styles. Grace University offers a complement of weekly chapels, called Grace L.I.F.E. (Life Integration For Excellence), a Fall Bible Conference, a Spring World Christian Conference, a Day of Prayer each semester, lectureships & forums, campus mentoring programs, and support of church ministries throughout the local area to help facilitate the development of the student's spiritual life and ministry skills.

### **Faculty Commitments**

Like other institutions of higher education, Grace University prides itself in its faculty and the academic freedom each has in accomplishing his/her duties in the classroom, in research, and in community service. What distinguish our faculty is not their academic achievements, but their desire to devote these achievements to Christ, to their local churches and global missions, and to the theological position of Grace University. Many private colleges are Christian in name, but their faculty promotes a worldview that is anything but Christian. At Grace University, faculty views their teaching responsibilities as being supportive of the values of the home and of the church. Faculty see themselves as key role models for students of godliness as well as scholarship. Our faculty does not see it as their role to undermine a student's confidence in Scripture or personal faith, or to challenge the values of their parents; rather, our individual and collective role is to encourage students and help integrate faith, the Word, and values into all aspects of life.

*In summary, this means that the students who complete certificate, associate, and bachelor level programs at Grace University should be Christ-like, maturing, responsible individuals who have basic knowledge of Scripture and the world, and have skill in integration of this knowledge. They are equipped, motivated, and dedicated to serve God as servant-leaders with the skills to accomplish the entry-level tasks in the vocational or professional field chosen, yet willing to go anywhere and do anything challenged by the Lord. Ultimately, they will become servant leaders for the home, the church, and the world.*

## **Our Doctrinal Statement**

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The following is the unabridged doctrinal statement of the University and provides the basis for doctrinal agreement. Each member of the Board of Trustees, Administration, and Faculty is required to subscribe annually to the doctrinal statement. Copies of this document are available from the President's Office.

## **MOTTO:**

“Other foundations can no man lay than that is laid, which is JESUS CHRIST.” (1 Cor. 3:11)

## **DOCTRINAL STATEMENT**

Every member of the Board of Trustees, the Advisory Council, and the Faculty is to be in whole-hearted accord with the Unabridged Doctrinal Statement, and is required to subscribe annually in writing to this unabridged Doctrinal Statement. No one shall ever preach or teach at Grace University any doctrine contrary to it. When teaching contrary to this Doctrinal Statement is discovered, the Board of Trustees is required to take action.

## **ARTICLE I**

### **The Scriptures**

We believe... That “all Scripture is given by inspiration of God” (2 Tim. 3:16), accepting unreservedly the writings of the Old and the New Testaments as the infallible Word of God (Jn. 17:17; 1 Thess. 2:13; Ps. 119:89).

...That it is divine revelation, given by the Holy Spirit to holy men of God (2 Pet. 1:21; Acts 1:16; Jn. 16:3; 1 Cor. 2:13); verbally inspired in all its parts (Ex. 4:15) and therefore wholly without error as originally given of God (Matt. 5:18; Jn. 10:35); altogether sufficient in itself as our only infallible rule of faith and practice (2 Tim. 3:16, 17; Rom. 15:4; 1 Cor. 10:11) and everywhere centering in, and pointing to, the Person and work of our Lord Jesus Christ of Whom all Scripture testifies (Lk. 24:27, 44; Jn. 5:39; Acts 17:2-3; 18:28).

## **ARTICLE II**

### **The Godhead**

We believe...That God is spirit (Jn. 4:24), eternally existing in three Persons, the Father, the Son and the Holy Spirit (Matt. 28:19; 2 Cor. 13:14).

...That these three are one God (Mk. 12:29), Who is perfect, infinite and eternal in His being, holiness, love, wisdom and power (Ps. 18:30; 147:5; Deut. 33:27; Ps. 135:6); absolutely separate from and above the world as its Creator (Gen. 1:1), yet everywhere present in the world as the Upholder of all things (Ps. 139:1-10; Ps. 104); self-existent and self-revealing (Jn. 5:26; Matt. 11:27).

...That each of the three Persons is worthy of equal honor, obedience and worship (Jn. 1:1-3; Acts 5:3-4; Jn. 5:23).

## **Article III**

### **God The Father**

We believe...That, although God is the Creator of the universe and of the human race (Gen. 1:1, 26, 27; 2:7, 21, 22; Acts 17:28, 29), He is the Father only of those who accept the Lord Jesus Christ as their personal Savior (Jn. 1:12, 13; Gal. 3:26; 1 Jn. 3:2).

We do not believe in the universal Fatherhood of God, nor the universal Brotherhood of man (Jn. 8:42-44; 1 Jn. 5:12).

## **ARTICLE IV**

### **Jesus Christ**

We believe...That the Lord Jesus Christ, the Second Person of the Triune God (Matt. 28:19), the Eternal and Only-begotten Son of God (Ps. 2:7; Jn. 1:18; 8:58), came into the world, as provided and purposed by God, and as pre-announced in the prophecies of the Scriptures (1 Pet. 1:10; Acts 2:23; Gen. 3:15), that he might become the Redeemer of a lost world (Lk. 19:10).

...That without any essential change in His divine Person (Heb. 13:8), He was conceived by the Holy Spirit (Matt. 1:18; Lk. 1:35), became a man through the miracle of the Virgin Birth (Matt. 1:23), received a human body and a sinless human nature (Jn. 1:14; 2 Cor. 5:21; 1 Pet. 2:22; 1 Tim. 3:16; Heb. 2:14, 17; 1 Jn. 3:5) and thus continues forever as both true God and true Man (Col. 2:9; Rev. 22:16), one Person with two natures (Rom. 1:3-4; 1 Tim. 2:5).

...That as a Man He was in all points tempted as we are, yet without sin (Heb. 4:15; Jn. 8:46).

...That as the perfect Lamb of God (Jn. 1:29) He gave Himself in death upon the Cross (Matt. 20:28; Phil. 2:8), shedding His own precious Blood (1 Pet. 1:18-19), bearing there our sin (1 Pet. 2:24) and suffering its full penalty of divine wrath as our substitute (Isa. 53:5-6; Gal. 3:13).

...That He arose from the dead and was glorified in the same body in which He suffered and died (Jn. 20:25-28; Acts 2:32, 33).

...That as our great High Priest He ascended into heaven (Heb. 4:14; Acts 1:9), there to appear before the face of God as our Advocate and Intercessor (Heb. 7:25; 9:24; 1 Jn. 2:1).

...That He will come again (Acts 1:11), first to receive from the earth His own (Jn. 14:3), and then to establish His righteous kingdom upon the earth (Acts 15:14-16).

## **ARTICLE V**

### **The Holy Spirit**

We believe...That the Holy Spirit, the Third Person of the Trinity (Matt. 28:19), is the divine Agent in nature, revelation and redemption (Gen. 1:2; Ps. 104:30; 1 Cor. 2:10; Tit. 3:5).

...That, though omnipresent from all eternity, He took up His abode in the world in a special sense on the Day of Pentecost, dwelling in each and all believers (Acts 2:1-4), baptizing them into one body, the Church of Christ (1 Cor. 12:13).

...That He will never take His departure from the Church (Jn. 14:16; Eph. 1:14), but is ever present to testify of Christ, seeking to occupy fill the believer with Him (Jn. 15:16; 16:14).

...That His abode in the world, in this special sense, will cease when the Church is completed, and when Christ comes to receive His own (2 Thess. 2:7; Jn. 14:16; Rev. 4:5).

...That in this age certain well-defined ministries are committed to Him, such as: the restraining of evil in the world to the measure of the divine will (2 Thess. 2:7); the convicting of the world with respect to sin, righteousness and judgment (Jn. 16:8-11); the regenerating and cleansing of all believers (Jn. 3:5; Tit. 3:5); the indwelling of all who are saved (Rom. 8:9; Jn. 14:16, 17); the anointing of believers to teach them all truth (Jn. 16:13; 1 Jn. 2:20, 27); the sealing of believers unto the day of redemption (Eph. 1:13,14; 4:30); the continued filling for guidance, power and service of those among the saved who are yielded to Him, and who are subject to His will (Eph. 5:18; Acts 4:31); and the bestowal of spiritual gifts upon the members of Christ's body according to His own will (1 Cor. 12:1, 8-11).

## **ARTICLE VI**

### **Creation and Fall of Man**

We believe...That man was the direct creation of God (Gen. 2:7; 18-22), spirit and soul and body (1 Thess. 5:23), and not in any sense the product of animal ancestry (1 Cor. 15:39), but made in the image and likeness of God (Gen 1:26, 27).

...That through personal unbelief and disobedience to the revealed will of God man fell (Gen. 2:17, 3:11), became a sinful creature (Mk. 7:21-23), lost his spiritual life (Eph. 4:18), became "dead in trespasses and sins" (Eph. 2:1), lives under the righteous judgment and wrath of God (Rom. 1:18; Jn. 3:36) and became subject to the power of the devil (Acts 26:18; Col. 1:13).

...That this spiritual death, or total depravity of human nature (Jer. 17:9; Rom. 7:18), has been transmitted to the entire human race (Gen. 5:3; Rom. 5:12), Jesus Christ only being excepted (Lk. 1:35), so that all are sinners both by nature and by practice (Eph. 2:3; Rom. 3:23) and are essentially and totally unable of themselves to gain recovery or salvation (Rom. 3:20; Jer. 13:23; Jn. 1:13; 2 Cor. 4:4).

## **ARTICLE VII**

### **Salvation Through Grace by Faith**

We believe...That our salvation is the free gift of God's grace (Rom. 6:23; Eph. 2:8).

...That we are justified solely on the ground of the shed Blood of our Lord Jesus Christ (Rom. 3:24; Heb. 9:22) who was made sin for us by His substitutionary death on the Cross (2 Cor. 5:21; 1 Pet. 2:24).

...That salvation is received only by personal faith in the Lord Jesus Christ (Acts 16:31; Jn. 3:16).

...That it is neither merited nor secured, in part or whole, by any virtue or work of man (Rom. 4:4, 5; Jn. 6:28, 29), for no repentance, no confession, no feeling, no sincere efforts, no good resolutions, no submission to any rules or ordinances of any church can add in the least to the value of the Blood of Christ, nor be added in any sense to believing as a condition of salvation (Eph. 2:8, 9; Isa. 64:6; Gal. 3:11; Col. 2:13, 14).

...That this salvation has a threefold aspect: salvation from guilt and penalty of sin justification; salvation from the power of sin – sanctification; salvation from the presence of sin – glorification (Tit. 2:11-13; Heb. 9:24, 26, 28; Phil. 3:20, 21; Rom. 8:23), and includes the whole man – spirit, soul and body (1 Thess. 5:23).

...That true believers have as a present possession the gift of eternal life (1 Jn. 5:10-12), a perfect righteousness (Rom. 3:22), sonship in the family of God (Jn. 1:12; 1 Jn. 3:1, 2), every spiritual resource needed for life and godliness (Eph. 1:3; 2 Pet. 1:3) and deliverance from all condemnation (Jn. 5:24).

...That in view of this completeness in Christ (Col. 2:10) and the abiding, sanctifying presence of the Holy Spirit (Jn. 14:16, 17; Tit. 3:5), it is in no way required by God to seek a "second work of grace" (Gal. 3:3).

...That apart from Christ there is no possible salvation (Jn. 14:6; Acts 4:12; 13:39).

## **ARTICLE VIII**

### **Sanctification**

We believe...That sanctification, which is a setting-apart unto God, is threefold:

That it is already complete for every person because his position toward God is the same as Christ's position (Heb. 10:10, 14; 1 Cor. 6:11, RV).

...That while the standing of the believer is thus perfect "in Christ", his present state is as imperfect as his experience in daily life, and there is therefore also a progressive sanctification wherein the believer is to "grow in grace" and to be "changed" by the unhindered power of the Holy Spirit (2 Cor. 7:1; 3:18; 2 Pet. 3:18).

...That, lastly, the child of God will yet be fully sanctified in his state, as he is now sanctified in his standing, when he shall see his Lord and "shall be like Him" (Jn. 3:2; 1 Thess. 3:13; 5:23).

## **ARTICLE IX**

### **Assurance**

We believe...That, because of the eternal purpose of God towards the objects of His love (Eph. 1:4; 2:6, 7) because of His freedom to exercise grace towards the meritless on the ground of the propitiatory Blood of Christ (Rom. 5:8-10; Jn. 10:28), because of the very nature of the divine gift of eternal life (Jn. 5:24; 1 Jn. 5:13), because of the present and unending intercession and advocacy of Christ in heaven (Heb. 7:25; 1 Jn. 2:1), because of the abiding and sealing presence of the Holy Spirit in the hearts of all who are saved (Jn. 14:16; Eph. 1:13, 14) we, and all true believers everywhere, can have a firm assurance of our salvation (Heb. 6:18, 19).

We believe also, however... that since God is a holy and righteous Father (1 Pet. 1:15, 16), and cannot overlook the sins of His children (Hab. 1:13), He will, when His children persistently sin and fail to judge themselves (1 Cor. 11:31), chasten them and scourge them in infinite love (Heb. 12:6) in order that He may at last present them blameless before the presence of His glory (1 Cor. 11:30, 31; Eph. 5:25, 26; 1 Cor. 5:5).

## **ARTICLE X**

### **The Church**

We believe...That the Church is the mystical Body and Bride of the Lord Jesus Christ (Col. 1:18; Rev. 21:9), which He began on the Day of Pentecost (Matt. 16:18; Acts 2:47), and will complete at His second coming (1 Thess. 4:16, 17; Rom. 11:25).

...That all true believers of this dispensation, irrespective of membership in the organized local

churches of earth, have been baptized into this Body of Christ by the Holy Spirit (1 Cor. 12:12, 13; cf. 1:2).

...That the members of this one Body should wherever possible, assemble themselves together into local churches for worship, prayer, fellowship, and teaching (Heb. 10:25; Acts 2:42), and for the observance of the ordinances of baptism and the Lord's Supper (Matt. 28:19; 1 Cor. 11:23-26).

...That it is the solemn duty of its members to "keep the unity of the Spirit in the bond of peace" (Eph. 4:3), rising above sectarian differences (1 Cor. 3:3,4), and loving one another with a pure heart (1 Pet. 1:22).

...That the first and foremost mission of the Church in the world today is to witness for Christ among the nations (Matt. 28:19, 20; Mk. 16:15; Acts 1:8).

## **ARTICLE XI**

### **The Blessed Hope**

We believe...That the Second Coming of Christ (Heb. 9:28) will take place in two stages, the first being the Rapture (1 Thess. 4:13-17) when He comes as the "Morning Star" (Rev. 22:16), in the air (1 Thess. 4:17) to receive His own (Jn. 14:3) and the second being the Revelation (2 Thess. 1:7,8) when He comes as the "Son of Righteousness" (Mal. 4:2) to the Mount of Olives (Zech. 14:4) to be received by repentant Israel (Zech. 12:10);

...That, according to the Word of God, the next great event in the fulfillment of prophecy will be the pre-Tribulation coming of Christ (Rev. 3:10,11) in the air to receive to Himself His own, both those who have fallen asleep and those who are alive and remain unto His coming (1 Thess. 4:13-17; 1 Cor. 15:51, 52; Jn. 11:25, 26);

...That this is the "blessed hope" of the Church (Tit. 2:13), an event for which we should constantly be watching, the time being unrevealed but always imminent (Mk. 13:32-37; Rev. 22:12,20);

...That this event will be followed by the judgment of the believer's works for reward at the Judgment Seat of Christ (Rom. 14:10; 2 Cor. 5:10; 1 Cor. 3:11-15) a judgment which may result in the loss of rewards, but not the loss of salvation (1 Cor. 3:11-15) and by the Marriage of the Lamb just before the Lord returns in glory (Rev. 19:7-9).

## **ARTICLE XII**

### **Christ's Glorious Appearing**

We believe...That the world will not be converted previous to the Second Coming of Christ, but is day by day ripening for judgment (Lk. 17:26).

...That this dispensation will end with a fearful apostasy in the professing Church (1 Tim. 4:1; 2 Tim. 4:3, 4; 2 Thess. 2:11, 12) which during the Great Tribulation (Matt. 24:21), will be headed by a personal Antichrist (2 Thess. 2:3, 4; 1 Jn. 2:18).

...That God's righteous judgements will then be poured out upon the world (Rev. 6:1-18:24).

...That at the close of this period (Matt. 24: 29, 30) the Lord Jesus Christ will personally, visibly, and gloriously descend from heaven (Rev. 1:7; 19:11-16) with the Church (Zech. 14:5; Jude 14) and His holy angels (2 Thess. 1:7) to bind Satan in the bottomless pit (Rev. 20:1-3), judge the living nations (Matt. 25:31-46), restore to Israel her land (Deut. 30:3-5; Ezek. 37:21; Isa. 11:11, 12), establish His glorious and literal kingdom over all nations for a thousand years (Acts 15:16; Rev. 20:4-6), lift the curse which now rests upon the whole creation (Isa. 11:6-9; Rom. 8:19-23), and bring the whole world to the knowledge of the Lord (Isa. 11:9; Hab. 2:14).

...That at the end of the thousand years, Satan shall be loosed for a short season to deceive the nations (Rev. 20:7-9).

...That the unsaved dead shall then be raised, judged according to their works, and cast into the Lake of Fire prepared for the devil and his angels (Rev. 20:11-15; Matt. 25:41).

...That, as the Son of David (Lk. 1:32), Christ will finally deliver up the Messianic Kingdom to God the Father, in order that He, as the Eternal Son, may reign with the Father in the New Heaven and the New Earth eternally (1 Cor. 15:24-28; Rev. 21:1).

## **ARTICLE XIII**

### **The Future Life**

We believe...That the spirits of the SAVED at death go immediately to be with Christ in heaven (2 Cor. 5:8; Phil. 1:21-23), where they abide in joyful and conscious fellowship with Him until He comes for His own (1 Thess. 4:14), when their bodies shall be raised from the grave and changed into the likeness of His own glorious body (1 Cor. 15:25-58; Phil. 3:20, 21), and in that state forever to enjoy the presence of the Lord (1 Thess. 4:17) and to reign with Him on Earth (Rev. 5:10; 20:6) and throughout eternity (Rev. 22:5).

...That the spirits of the UNSAVED at death descend immediately into Hades (Lk. 16:23; Num. 16:33) where they are kept under conscious punishment and misery (2 Pet. 2:9, RV), until the judgment of the Great White Throne after the Millennium (Rev. 20:11), at which time Hades will deliver up its dead (Rev. 20:13) and their bodies shall be raised from the grave (Rev. 20:5); they shall be judged according to

their works (Rom. 2:3-6; Rev. 20:12), and be cast into the Lake of Fire (Rev. 20:15; 21:8), not to be annihilated (cf. Rev. 19:20; 20:10), nor ultimately restored (Rev. 22:11), but to be punished with final and everlasting destruction away from the presence of the Lord (2 Thess. 1:9).

## **ARTICLE XIV**

### **Angels, Fallen and Unfallen**

We believe...That God created an innumerable company of sinless, spiritual beings, known as angels (Col. 1:16; Heb. 12:22).

...That one, Satan, a personal being of the highest rank (Ezek. 28:12-19) through pride (1 Tim. 3:16) and unlawful ambition (Isa. 14:12-15) rebelled against God and fell, thereby becoming completely depraved in character (Jn. 8:44) and the leader of a large host of evil angels and demons who followed him in his fall (Rev. 12:9; Matt. 12:24, RV; Jude 6).

...That a great company of angels kept their holy estate (Mk. 8:38), and are before the throne of God (Rev. 5:11) from whence they are sent forth as ministering spirits, to minister to the heirs of salvation (Heb. 1:13, 14).

...That Satan was judged at the cross (1 Jn. 3:8) and through subtlety led our first parents into transgression (2 Cor. 11:3), accomplishing their moral fall (Gen. 3:1-7), and, as the "god of this world," subjecting them and their posterity to his own power (2 Cor. 4:4).

...That Satan was judged at the cross (Jn. 16:11; Col. 2:15), and, although that judgment was not immediately executed, he will ultimately be "cast into the lake of fire and brimstone" where, together with the fallen angels and all the unsaved, he will be "tormented day and night forever and ever" (Rev. 20:10,15; Jude 6).

## **ARTICLE XV**

### **The Christian's Walk**

We believe...That the believer is called with a holy calling (2 Tim. 1:9) to walk not after the flesh, but after the Spirit (Rom. 8:4) and so to live in the power of the indwelling Spirit, that he will not fulfill the lust of the flesh (Gal. 5:16-18).

...That as the flesh with its fallen Adamic nature in this life is never eradicated (Rom. 7:23; 1 Jn. 1:8; 1 Ki. 8:46; Phil. 3:12), it needs to be kept by the Spirit in constant subjection to Christ (Rom. 6:11-13; Eph. 4:22-24; 1 Cor. 10:12; 2 Cor. 10:5).

...That good works are in no sense the procuring cause of salvation (Eph. 2:8-10), but are its proper evidence and fruit (1 Jn. 3:9-10; Tit. 2:14; Matt. 7:16-20).

...That since our citizenship is in heaven (Phil. 3:20, RV), we as the children of God should live a consistent, separated Christian life (Rom. 12:2; 2 Cor. 6:14-17; Eph. 5:11), and abstain from all worldly amusements and unclean habits which defile mind and body (1 Thess. 5:22; 1 Pet. 2:11; Rom. 13:14; 1 Cor. 6:19, 20), and from such worldly practices as: the swearing of oaths (James 5:12), affiliation with secret societies (2 Cor. 6:14), using courts from settling disputes between believers (1 Cor. 6:1-8), taking personal vengeance and participating in carnal strife (Rom. 12:17-21; 2 Cor. 10:3, 4), and divorce as forbidden by the Lord (Matt. 19:9; Rom. 13:9).

...That the believer should keep the Word of the Lord (Jn. 14:23), seek those things which are above (Col. 3:1, 21), walk as He walked (1 Jn. 2:6), be careful to maintain good works (Tit. 3:8), and especially accept as a solemn responsibility the duty and privilege of bearing the Gospel (1 Cor. 5:19; Jn. 15:16), remembering that a victorious, fruitful life is possible only to those who in gratitude for the infinite and undeserved mercies of God have presented themselves wholly to Him for His service (Rom. 12:1, 2).

## **Our Goals and Objectives**

Three core values shape the goals and objectives of Grace University – academic excellence, life change and world impact. In line with its mission, the overall goal of Grace University is each student becomes a well-balanced, Christ-like person who is a biblically literate student, an engaging citizen, a compassionate leader and a global Christian. 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. By graduation, students should give evidence of a comprehensive working knowledge of the Bible, including Bible doctrine. Accomplishment of this objective is assessed by:
  - a. Successfully completing required courses in Bible and theology.
  - b. Attending University-sponsored Bible conferences.
  - c. Evidencing acceptable progress on standardized Bible exams.
  - d. Demonstrating the ability to apply Scripture in life situations.
2. By graduation, our students should give evidence of a growing love for Christ and His people. Accomplishment of this objective is assessed by:
  - a. Articulating one's love for Christ through worship experiences including regular chapel sessions and other campus-oriented worship experiences.
  - b. Engaging in personal Bible study, prayer and godly behavior.
  - c. Attending and becoming involved in a local church.
  - d. Demonstrating respect for members of the Grace University family.
  - e. Abiding by the community standards of the University.
  - f. Communicating one's spiritual experience with others.
3. By graduation, students should give evidence of being a world Christian with a growing awareness of and involvement in God's worldwide program of redemption. Accomplishment of this objective is assessed by:
  - a. Successfully completing required evangelism, missions and missions-related courses.
  - b. Attending chapel sessions and annual World Christian conferences that expand one's consciousness of the world and its need for redemption.
  - c. Participating in intercultural ministry including when possible, short-term missionary service.
  - d. Praying for and financially supporting world evangelization efforts.
  - e. Participating in local church programs of world evangelization and gospel outreach.
4. By graduation, students should exhibit a Christian worldview that integrates General Education studies with biblical truth. Accomplishment of this objective is assessed by:
  - a. Successfully completing required General Education courses.

- b. Articulating within these General Education courses principles that relate biblical truth with human knowledge.
  - c. Demonstrating a commitment to biblical principles for life within campus and work situations and interpersonal relationships.
  - d. Successfully completing required “Leadership Core” courses.
  - e. Successfully completing the Senior Integration course.
5. By graduation, students should demonstrate an ability to serve Christ effectively. Accomplishment of this objective is assessed by:
- a. Successfully completing required professional courses.
  - b. Successfully completing required courses in oral and written communication.
  - c. Successfully completing Servant Leadership Training assignments.
  - d. Successfully completing field-based practicums and internships within the student’s second major.
6. By graduation, students should manifest a Christian value-system that is reflected in Christian character, attitudes, decisions and actions. Accomplishment of this objective is assessed by:
- a. Faithfully participating in Servant Leadership Training assignments.
  - b. Responsibly completing class assignments and reports when due.
  - c. Reflecting a servant attitude that is positive, responsible, supportive and edifying.
  - d. Preparing a portfolio of representative assignments and reflections to be reviewed by the student’s advisor during the Senior Integration course.
  - e. Obeying the laws of the land.
  - f. Addressing contemporary social issues by integrating biblical truth in the political and cultural arenas of life.
7. By graduation, students should demonstrate an ability to function at a level of competency within their chosen area of study at their level of preparation (i.e., Certificate, Associate, Bachelor, or Master’s level) accomplishment of this objective is assessed by:
- a. Successfully completing all required professional courses.
  - b. Successfully completing all field-based practicum and internships.
  - c. Reflecting upon, reviewing and expressing confidence in the student’s chosen area of study.
  - d. Being reviewed informally and/or formally by student peers, the faculty advisor, the department head, and practicum and internship supervisors.
8. By graduation, students should demonstrate a commitment to a lifestyle of life-long spiritual, intellectual, emotional, relational, and physical health. Accomplishment of this objective is assessed by:
- a. Demonstrating a mastery of life skills and study skills necessary for continued learning after the formal college experience.
  - b. Evidencing to faculty in course work, reading and discussions, the personal motivation for personal maturation.
  - c. Manifesting a willingness to consult others in discerning spiritual gifts and vocational direction.
  - d. Establishing and exhibiting personal disciplines which demonstrate balance in the various dimensions of life.

## **Our Philosophy of Christian 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. Mankind is morally depraved and is dependent upon and answerable to a holy God. Every human has the capacity of knowing God.
3. The Bible, God's inerrant, authoritative revelation to man, provides the essence of truth.
4. Disciplined, empirical study in all disciplines is valuable and helps to develop perspective, knowledge, and skill. It is always wise to examine the presuppositions and world views that influence researchers in the sciences and the creative aspects of the various arts.
5. The objective of Christian Education is to glorify God through salvation, maturation and service.
6. The Bible is the core and integrating factor for the entire curriculum.
7. The teacher and student are both significant in the educative process with the Holy Spirit being the chief source for both.
8. Each faculty member is committed to excellence, theological soundness, and spiritual fervor, no matter under which academic discipline that the instructor teaches.
9. The University is committed to the local church as the primary agency through which God works.
10. The alumni are considered a strategic force within the home, the church, and the world.

This dynamic philosophy of education has been affirmed through 63 years. The University's current leadership is as deeply convinced today, as were the founding fathers, that the Bible is the only dependable lens through which all knowledge must be viewed in the search for truth. Grace University remains committed to offering an education that is distinctively biblical.

## Our Servant Leadership Training

Grace University recognizes that as a part of academic excellence, students need to develop practical skills for effective service. This is best accomplished through "hands-on" ministry.

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, no matter what vocational choice is made by the student.

The general objectives of Servant Leadership Training for students are:

1. Each student should become involved in ministries of evangelism and edification;
2. Each student should discover, develop and use his/her spiritual gifts;
3. Each student should demonstrate personal responsibility and accountability in ministry; and
4. Each student should 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; therefore it is listed along with all other courses students are expected to complete. **All undergraduate 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; associate degree students will complete a minimum of four semesters of Servant Leadership Training. **EXCEL students**, please refer to the section of the catalog titled "Programs" and look under the EXCEL Degree Completion Program for specific requirements regarding Servant Leadership Training.

All **part-time students** should complete one unit of Servant Leadership Training for every fifteen (15) academic credits earned at the University. **Students enrolled in Cooperative Programs** at Grace University, must register for regular, weekly Servant Leadership Training.

Students must participate in Servant Leadership Training in the semester the student graduates. 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 or make special arrangements to complete Servant Leadership Training requirements during the summer.

**Freshmen and transfer students** begin their Servant Leadership Training with an orientation and observation session, as well as a SLT Fair their first semester. The fair provides opportunities for the students to speak directly with representatives from churches and Christian organizations regarding possible ministries. Freshmen will be involved in observing upperclassmen in their SLTs during the first semester along with choosing their own SLT assignment. Transfer students must complete Servant Leadership training units proportionate to the hours necessary to complete their degree requirements.

Students have many opportunities to participate in Servant Leadership Training at local churches, para-church and community service organizations. Students submit weekly accountability reports and permanent records are kept of each student's participation.

The faculty's Servant Leadership Training Committee evaluates student performance near the close of each semester. Students must successfully complete each semester of Servant Leadership Training to be eligible for graduation. Students are reviewed for graduation by the Director and the Servant Leadership Training Committee. The evaluation takes into consideration student performance, the weekly SLT reports, and evaluations submitted by ministry supervisors each semester.

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

## **Our Accreditation and Academic Standing**

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### **(Accreditation and Membership)**

GRACE UNIVERSITY is accredited by:

- The Higher Learning Commission and a member of the North Central Association  
30 North La Salle Street, Suite 2400  
Chicago, IL 60602-2504  
Phone 800-621-7440  
<http://www.ncahigherlearningcommission.org>  
Last ten year reaffirmation: 1998
- Commission on Accreditation of the Association for Biblical Higher Education  
5575 S. Semoran Blvd., Suite 26  
Orlando, FL 32822-1781  
Phone 407-207-0808  
<http://www.abhe.org/>  
Last ten year reaffirmation: 2005
- International Assembly for Collegiate Business Education  
P.O. Box 25217  
Overland Park, Kansas 66225  
Phone 913-631-3009  
Effective date: 2002

GRACE UNIVERSITY is listed in:

- The current edition of Accredited Institutions of Postsecondary Education and Programs published for Council on Higher Education Accreditation

(CHEA) by the American Council on Education (ACE).

- The current edition of the Higher Education Directory.

GRACE UNIVERSITY is 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.
- The Nebraska Department of Education as a standard institution of higher education offering teacher education programs leading to certification within the state of Nebraska.

GRACE UNIVERSITY is a member of:

- American and Nebraska Associations of Collegiate Registrars and Admissions Officers
- Association of Christian Schools International
- Association of Independent Colleges and Universities of Nebraska
- Christian Librarian's Fellowship
- Christian Camping International
- Council for Adult and Experiential Learning
- Evangelical Training Association
- National Association of Independent Colleges and Universities
- Nebraska Association of Colleges of Teacher Education
- Nebraska Council for Teacher Education
- Nebraska Independent College Foundation
- Nebraska Independent College Library Consortium

GRACE UNIVERSITY has articulation agreements and special academic relationships with the following institutions and organizations:

- The American Association of Christian Counseling and the Center for Biblical Counseling, Forest, Virginia
- Bellevue University; Bellevue, Nebraska (several Cooperative Programs)
- Bethsaida Excavation Project; Kibbutz Ginnosar, Israel

- Camp Forest Springs; Westboro, Wisconsin (Camping Ministry Program)
- Clarkson College; Omaha, Nebraska (Nursing Cooperative Program)
- Creighton University; Omaha, Nebraska
- Focus on the Family Institute; Colorado Springs, Colorado
- Iowa Western Community College; Council Bluffs, Iowa (Aviation and Communications Programs)
- Jerusalem University College; Jerusalem, Israel
- Metro Community College; Omaha, Nebraska
- Nebraska Christian College, Norfolk, Nebraska
- Shepherd Ministries; Dallas, Texas
- Shepherd of the Ozarks; Harriet, Arkansas
- University of Nebraska at Omaha; Omaha, Nebraska

## **Our Facilities**

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Grace University is a compact urban campus in beautiful Omaha, Nebraska. Our Campus is located approximately two blocks from the historical downtown business district. The campus covers approximately six city blocks in the historic Dahlman Association neighborhood and is only nine blocks from the Botanical Gardens. The Campus is approximately halfway between the Old Market in downtown and the Henry Doorly Zoo and Rosenblatt Stadium (home of the NCAA College World Series). The section "Our Past" in this section of the catalog describes the development of the campus. This urban campus has seen over \$11,000,000 in new construction, remodeling and renovation upgrades during the past five years.

Currently, the campus has 185 dormitory rooms for students within Harder Hall, Rieger Hall, Stanford Hall and Schmidt Hall, modern classrooms of various sizes, the campus library within the Tschetter Academic Center, learning labs for computer usage and music, and curriculum labs for teacher education, and church education, Suckau Chapel, the Dirks Student Lounge, the Duerksen Dining Commons, administrative and faculty offices, and green space and parking areas. The Jim Classen gymnasium, with double NCAA approved courts for tournament play and seating for 800, was dedicated in August, 2003.

The Library has a collection of over 62,000 volumes and over 230 current periodical subscriptions in hard copy and over 6,600 journal titles with full-text articles in online subscription databases. The library's electronic resources includes access to Britannica Online, FirstSearch databases, EBSCO's Academic Search Elite, Wilson Web, and the premier indexes in the fields of religion, education and psychology. The Library's collection includes over 7,000 e-books from Netlibrary. The Library shares an online catalog with the Nebraska Independent College Library Consortium which results in having over 750,000 volumes plus additional periodical journals available via interlibrary loan. There are 14 networked, computer workstations in the library for students to use as well as a wireless connection which allows access to web-based and CD-ROM databases, email, word processing, and general internet access. The Library provides systematic instruction on information literacy (research skills) which is integrated into the undergraduate curriculum, and provided to new graduate students via a Blackboard class. You may visit the library's homepage at [www.graceuniversity.edu/4309\\_4326.htm](http://www.graceuniversity.edu/4309_4326.htm).

Email and Internet access are available to all faculty and students through GraceNET, the University network. Access to GraceNET is available in any of our three computer labs as well as every classroom, office and dormitory room. The University has invested heavily in providing a fast and stable network to serve the community of learners academically and administratively. The Grace University Department of Information Services provides network, computer, telecommunications and helpdesk services to meet the ever-changing needs of our University community. The University also maintains a Microsoft software license allowing all faculty, staff and students common access to current license versions on school and private computers.

# *Student Life*

## **SPIRITUAL ACTIVITIES**

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

Students are encouraged to have a personal devotional life.

Small Groups meet regularly in the residence halls. These groups meet for a time of mutual encouragement, accountability, fun, prayer and Bible study. All resident freshmen are a part of a small group to help the transition to college.

Prayer times are held regularly to intercede for the worldwide spread of the Gospel.

Days of Prayer in Fall and Spring devote entire mornings to worship and prayer. Attendance is required.

Grace LIFE (Life Integration for Excellence), convenes in the Chapel Monday through Thursday for half an hour. This common experience of the Grace family contributes to the development of community and involves such things as announcements, worship, prayer, and a wide variety of presentations from students, faculty, staff, and guests. Attendance is required.

## **CONFERENCES**

The Fall Bible Conference is held during the first semester and features Bible teaching by able communicators of the Word. Attendance is required.

The World Christian Conference is a highlight of the second semester. Missionaries and mission representatives from many organizations working in various parts of the world visit the Grace campus. Students, faculty and staff are challenged to reach the world for Christ. Attendance is required.

## **ORGANIZATIONS**

**The Student Body Association (SBA)**, of which every student is a member, is Grace's student government. The SBA exists to foster spiritual growth and fellowship, promote the welfare of the students, and plan student activities. Its administration is carried out through an executive team elected by the students.

Students are provided leadership opportunities through committees and clubs such as Spiritual Life,

Social and Recreation, Banquet, Civic and World Affairs, and the Student Music Association.

**Grace World Outreach (GWO)** is the student missions organization committed to developing in students God's heart for the world. All students are members of this organization. Grace LIFE, prayer, financial support of missionaries, and summer missions 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 activities that build and strengthen marriages.

**Student Music Association (SMA)** is an organization for music majors. SMA promotes camaraderie and mutual encouragement among students who are training for music and music education careers.

**Student Education Association (SEAN)** is the local chapter of the Nebraska Education Association that promotes camaraderie and mutual encouragement among students who are training for education careers.

## **PUBLICATIONS**

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

## **ATHLETICS**

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

## **AMBASSADOR MINISTRY**

The University schedules ministry teams to serve in the Omaha and surrounding areas during the school year. These teams may include vocal and instrumental music, drama, puppetry or other presentation media. Churches, schools, groups or individuals desiring student or faculty services should write or call the University Ambassador Office.

## RESIDENCE

### Housing Requirements

Normally, all students taking 9 or more hours at Grace University and under the age of 21 are required to live on campus in order to foster community and encourage personal growth. On-campus residence is seen as an important part of the total “Grace experience” for traditional age undergraduate college students.

Students living on campus are expected to enroll in at least 9 semester hours. In the case of cooperative programs, the expectation is a minimum of 9 semester hours between the various campuses.

Exceptions to the Housing Requirements include:

- Students living at home with their parents or legal guardian
- Married students
- Students turning 21 years of age before the end of the semester
- Students taking 8 hours or less of classes
- Students in a cooperative program taking no classes at Grace University
- Students whose employment requires off-campus housing
- Students with dependent children

### Furnishings

All dorm rooms are connected to the Grace University network for internet capability. Rooms are furnished with beds, desks, dressers and chairs. Students furnish towels, pillows and bedding. Optional student furnishings may include computers, telephones, floor rugs, mini-refrigerators and/or microwaves.

### Married Student Housing

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

## SERVICES

### Advising

Each student is assigned a faculty advisor who can guide the student through the course selection, course sequencing and program requirement information so that the student can complete his/her program. Each faculty member has received training to advise students about program requirements based on the *University Catalog* during the academic year in which the student begins his/her educational experience and course sequencing based on suggested course sequences listed within the *Faculty Advising*

*Handbook*. The faculty advisor may also provide wisdom and counsel to the student pertaining to career discovery (see below).

The Vice-President for Student Services, Dean of Men, and Dean of Women are responsible for student life in general. They provide special help to students in personal and social matters.

### Grace Career Services

Career counseling and testing is conducted by the Psychology Department through Grace Career Services. Every student has access to a battery of career assessments (fees may apply). Students are strongly encouraged to use these professional assessments during the first semester of their final year. Students may be encouraged to explore other online assessments as well.

Students will receive additional training regarding resume development and interview skills during several courses within the four-year programs at Grace. These include, but are not limited to, Career Orientation, Senior Integration and Principles of Leadership and Management.

### Professional Counseling

The University recognizes that during the college years, students may need some professional counseling related to personal and relational aspects of life. The Graduate School Counseling Program provides services for all students, spouses, and children. The student may contact the Graduate School Office directly (402.449.2903), or the student may request a referral through the Student Development Office. At times, students on University probation may be referred to professional counseling as a component of the restoration process. The University practices all relevant and legal guidelines with respect to confidentiality.

### Placement Office

The University operates a placement service through Grace Career Services. The placement service includes a ministry placement website at [ministrycareercenter.com](http://ministrycareercenter.com), a database of organizations soliciting employees, and a resume’ distribution service for graduating seniors and alumni. The University also advises individuals seeking placement to contact other resources such as *monster.com*, *accessomaha.com*, *careerlink.com*, *jobleads.org*, *christianjobsmall.com* and *jobsinaflash.org*.

### Academic Resource Center (ARC)

The Academic Resource Center (ARC) is available to provide a variety of academic support services to enhance your educational experience at Grace University. Students may access these services **free**

**of charge.** ARC services are coordinated through a combined effort between Academic Affairs and Student Development. Student tutors are trained to provide assistance with specific areas of study as well as special seminars on a variety of topics. The areas of seminar focus include (but are not limited to): time management, test taking, effective note taking, study skills, effective reading, retaining/recalling information and critical thinking. Math and Writing Labs are also available.

### **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 Finance and Operations.

### **Bookstore**

Founders Bookstore at Grace University maintains an excellent stock of Bibles, textbooks, music, reference materials and supplies.

### **Health**

Medical care for minor illness is provided through the Student Health Office. More serious cases are referred to specialists or hospitals.

## **STUDENT HEALTH INSURANCE**

Students are urged to have health and accident insurance coverage under a plan through their parents/guardians or through a privately purchased plan. International students are required to hold an insurance policy through a United States based insurance company. Insurance brochures from a couple of student insurance providers are available through the University Business Office or Health Office.

## **MOTOR VEHICLE POLICY**

All students must register their motor vehicle(s) with Campus Safety at the beginning of each semester and 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.

## **STANDARDS OF CONDUCT**

The University seeks to provide an atmosphere in which the students can fully 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.

Students are expected to participate in activities which build moral character. The University also maintains

institutional preferences regarding entertainment and conduct. All students within the Grace community are expected to abstain from gambling, possession and use of alcoholic beverages and non-medicinal drugs, abuse of over-the-counter drugs and the possession and use of tobacco products while enrolled in classes.

Student attire must be neat and appropriate for Christian testimony. Specific dress and lifestyle standards appear in the current *Student Handbook* which is given to each student. Individuals may request a copy of the *Student Handbook* by contacting the Student Development Office or Admissions Office.

Undergraduate students are asked to willingly submit to these community standards. Disregard for community standards may result in suspension or dismissal. The University may dismiss any student whose attitude or behavior is not in harmony with the University and its standards, and reserves the right to deal with all student issues in a manner which it believes is in the best interests of its institutional mission and objectives.

## **Admissions and Registration**

### **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 marketplace professions.

Grace University selects its students based on information received from the application form (spiritual life reference form, transcripts from school(s) attended, the ACT (American College Testing) results and two essay questions.

Grace University is committed to the principles of Equal Opportunity as defined under federal and state law. It does not discriminate unlawfully on the basis of race, color, national/ethnic origin, gender, age, individual handicap, or veteran status in the recruitment and admission of students, the recruitment and employment of faculty and staff, or the operation of any of its programs and activities.

### **Christian Character**

Candidates for admission must give evidence of a personal relationship with Jesus Christ. To assure some degree of spiritual maturity, normally the University expects that candidates have consistently walked with Christ for at least one year. The lifestyle and relationships of each candidate should reflect this commitment to Christ and reflect a commitment to

obeying the mandates and directives found in Scripture.

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. Applicants sign a statement affirming their willingness to abide by the University's lifestyle expectations.

### **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.

Students with an ACT score of less than 19 may be required to take additional English coursework.

Students planning to enroll in the Teacher Education Program should note carefully the special admissions requirements located in the program description.

### **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 of 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 Admissions Office or by writing directly to:

American College Testing Program

Box 168 Iowa City, Iowa 52240

<http://www.act.org/>

The University's ACT code number is 2454.

### **APPLICATION PROCESS**

Grace University maintains the position articulated in the unabridged doctrinal statement. Students who graduate from Grace University must write their own doctrinal statement.

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

- Application

- Essay (two questions)
- \$35 application fee (\$20 application fee online)
- Spiritual Life Reference Form
- High School Transcripts
- College Transcripts (if applicable)
- ACT test results

These forms can be obtained by writing the Admissions Office, Grace University, 1311 South Ninth Street, Omaha, Nebraska, 68108-3629, by calling 1-800-383-1422 or (402) 449-2831 or by visiting the web site at [www.GraceUniversity.edu](http://www.GraceUniversity.edu).

After applicants receive official word of acceptance, the next step is to submit a \$150 non-refundable tuition deposit to confirm their intention to enroll. This deposit is credited to the student's account at registration.

### **Re-admission**

Students who enroll in the University, but then drop out for two or more semesters must obtain and complete a Re-admit Application from the Admissions Office. The student is expected to submit a \$35 application fee and a Spiritual Life Reference Form. 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 complete all forms and deposits required of first time applicants. In addition, these candidates must submit an official transcript from the college(s) attended. Transcripts submitted to Grace University for admission or credit transfer become the property of Grace University and cannot be returned to the student or forwarded to other institutions.

### **Limited Enrollment Applicants**

For admission purposes the following students are considered limited enrollment applicants by the University:

- Those enrolling in less than six credit hours total.
- Those auditing a class.

Students, after verifying with the Admissions Office that they are limited enrollment applicants, must complete the following requirements:

- Limited Enrollment Application (E-Z App)
- \$35 Application fee
- High School Transcript

This form is available in the Admissions Office. If at any time the student wishes to enroll in a University Degree Program, the student must follow the normal admission procedure and adhere to Grace's standards for conventional students. No federal financial aid is available to limited enrollment students.

### **Admissions Requirements for Applicants Whose First Language Is Not English**

- Any applicant whose first language is not English is required to take the TOEFL no matter what age the applicant is or his/her residency status.
- Any applicant whose first language is not English is required to submit ACT scores so that the institution can assess previous educational preparation in addition to language proficiency, regardless of the applicant's age.
- Any applicant whose first language is not English is required to complete an interview (either in person or over the telephone) with the ESL Coordinator or another faculty member (i.e., with inter-cultural experience and/or significant foreign language skills) to assess verbal comprehension as it relates to English language skills.
- Applicants who have lived in an English-speaking country for several years will not be considered exempt from the above requirements if English is not their first language.

### **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:

- Be proficient in the use of the English language, both in reading and writing. This is verified by taking the Test of English as a Foreign Language (TOEFL). A minimum TOEFL score of 550 on the paper-based exam, 217 on the computer-based exam and 81-82 on the Internet-Based Test (IBT) is required. The Test of Written English is not required (except for students studying nursing with Clarkson).
- Have three individuals send reference forms. 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 is obtained by contacting the Business Office at 402.449.2822.

### **REGISTRATION**

The Registrar furnishes complete instructions concerning class enrollment procedures. Though the course registration process is now fully available online, students enrolling for the first time must contact their advisor before beginning the registration procedure. A standardized health form must be submitted to the Health Office before a student can finalize registration.

Students are considered "registered" only after the payment of all charges are made or other financial arrangements are approved.

After the beginning of the semester, students may change their schedules or programs only after securing the permission of their advisors and the Registrar. Drop/Add schedules are published in the University calendar.

### **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, 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:

- Full credit is granted for courses completed at an accredited institution, provided such courses are applicable to the programs at Grace University and are completed with "C" or above.
- Credits from non-accredited institutions are evaluated on an individual basis. Criteria for acceptance may include an evaluation of the institution, course faculty and course syllabus. Such credits are typically counted towards a



program when a student has completed 30 credits at a “C” average or better.

- 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 EXAMS (AP)**

Grace University participates in the Advanced Placement Program of the College Entrance Examination Board. See additional information about AP in the Academic Policies Section and on page 130.

**COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)**

The College Level Examination Program (CLEP) is used to establish credit in certain college courses. (A total of 15 hours of credit can be earned through examinations such as AP, CLEP, and Challenge Exams.) Please see additional information about CLEP in the Academic Policies Section and on page 131.

**ACT PROFICIENCY EXAMINATION PROGRAM (ACT-PEP)**

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 as approved by the Academic Vice President. Registration packets are available from the Academic Vice-President.

**Financial Information**

Grace University is a private, not-for-profit institution of higher education that is tuition driven. While the University receives gifts from churches, corporations, friends, and alumni to help offset the total cost of

education, the primary revenue to operate the daily operations of the University comes from the tuition and fees charged to students. The University seeks to keep tuition rates and fees as low as possible without jeopardizing the fiscal stability of the institution. Just as the expenses for private Christian college education may cause students to exercise faith in the Lord to provide the necessary funds, these rates also cause University personnel to exercise faith in the Lord as well!

Listed below are the established tuition and fees for undergraduate education at Grace University. This financial information is for the 2006-2007 academic year.

Grace University has just made a Christ-centered college education more affordable. If you are accepted as a full-time undergraduate student at Grace University, we guarantee you a Grace Awards Scholarship based on your high school or college GPA.

**Awards for Traditional Undergraduate Who Are Full-time, On-Campus Students**

High School GPA*	Grace University awards**
2.0 – 2.39	\$3500 - \$5500
2.4 – 2.69	\$4000 - \$6000
2.7 – 2.99	\$4500 - \$6500
3.0 – 3.39	\$5000 - \$7000
3.4 – 3.69	\$5500 - \$7500
3.7 – 4.0	\$6000 - \$8000

\* based on official high school transcript

\*\*based on some income assumptions

(College GPA will be used for students that transfer in 25 or more semester hours)

**APPLICATION AND DEPOSIT REQUIREMENTS**

Application Fee (non-refundable one-time fee, provided continuous enrollment is maintained)

Apply in person or by mail.....\$35

Apply on-line.....\$20

**ENROLLMENT DEPOSIT**

This non-refundable, one-time fee (provided continuous enrollment is maintained) is required for all new students who are accepted at Grace. Failure to submit an Enrollment Deposit forfeits any

guarantee of registration for the targeted semester of entry.....\$150

**TRADITIONAL UNDERGRADUATE TUITION RATES AND FEES**

Full-time undergraduate student (12-17 semester hours).....\$6,850 per semester

Part-time student.....\$390 per semester hour

Overload (more than 17 semester hrs in any one semester).....\$390 per semester hour

Tutorship Fee per semester hour.....\$150 plus tuition

Audit Fee.....\$195 per semester hour

Students who entered prior to Fall 2003 may receive lower rates based upon the year they first enrolled.

Independent (I-Studies) and Directed Studies are billed at the undergraduate tuition rate

For information on a tutorship, please the *Scholastic Policies and Grading System* description that explains this option.

An Audit Fee is charged in lieu of tuition for students who do not wish to receive college credit. See the *Scholastic Policies and Grading System* page for information on auditing classes.

**Note Packets:**

Enrolled over 6 hours per semester.....\$25

Enrolled 6 hours or under per semester.....\$15

**Physical Education Fees:**

PE 233, 234, 235 Outdoor Recreation per course.....\$150

**Music Fees:**

Private Lessons – Per semester credit hour.....\$125

MU 100 Voice Class per course.....\$150

**Independent Study Fees:**

PSY 300C Intro to Biblical Counseling per course.....\$165

**Practicum/Field Experience Fees:**

Zero credit Practicum/Field Experience per course.....\$195

**EXCEL TUITION AND FEES:**

EXCEL Tuition.....\$270 per semester hour

I-Studies for Core and Post-Core.....\$180 per cr/hr

Petition for Credit Fee.....\$180 per cr/hr

DELA Fee:.....\$180 per cr/hr

IBSE Fee:.....\$180 per cr/hr

**ROOM AND BOARD**

Residential Housing Security Deposit One-time fee (provided continuous enrollment is maintained) .....\$150

**Housing:**

Double per semester.....\$1,225

Single per semester.....\$1,500

Married Student Housing.....contact Business Office

**Meal Plan:**

Any 20 Meals each week per semester.....\$1,450

Any 13 Meals each week per semester.....\$1,275

Any 7 Meals each week per semester (Co-op students only).....\$800

Students living on campus must select one of the University’s meal plans. Dining Commons is closed between semesters and during Fall Break, Thanksgiving Break, Spring Break, and Summer.

Dining for off-campus students is available.

**SPECIAL FEES AND DEPOSITS**

**Student Services Fee:**

Undergraduate Student (Taking 6 hours or more).....\$115

Degree Graduation Fee.....\$150

Certificate Graduation Fee.....\$50

Prescription & Inoculation Fee.....Cost varies

Vehicle Registration & Parking Fee (StanfordLot).....\$50

**Other Service Fees:**

Request for “Incomplete” Grade.....\$25

AP Transcript Posting.....\$75 per cr/hr

Challenge Exam Testing Fee.....\$75 per exam

Challenge Exam Transcript Posting.....\$75 per cr/hr

Transcript Fee.....\$15 per transcript mailed  
\$25 per transcript immediate pickup  
\$35 overnight express mail

CLEP Exam Testing Fee.....\$70 per exam

CLEP Exam Transcript Posting.....\$150 per cr/hr

**GENERAL FINANCIAL INFORMATION**

In order to illustrate the cost of education at Grace University the following semester expense example has been calculated. Basic on-campus student costs, excluding private music lessons and special fees, per semester are:

**Student Services Fee**

(Taking 6 hours or more).....	\$115
Tuition (12-17 hours).....	\$6,850
Housing and Meal Plan (Housing – Double and 20 meals per week).....	\$2,675
Total.....	\$9,640

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. Late fees are charged on the student’s entire account balance.

Grace University will not impose any penalty on any student because of the student’s inability to meet his or her financial obligations to the school as a result of the delayed disbursement of Title IV loan proceeds due to compliance with statutory and regulatory requirements applicable to the Title IV programs or delays attributable to the university.

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

All University fees, policies, and programs are subject to change. Notice of any change will be communicated through normal campus communication systems. Fees are established on a yearly basis; in the unlikely event of a fee change during the academic year, registered students will be notified in writing prior to the implementation of any rate change.

**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. Therefore, the following refund schedule of institutional charges is applicable to withdrawals or class drops:

**Fall 2006**

Through August 23.....	100%
Through September 5.....	90%
Through September 20.....	50%
Through October 19.....	25%
From October 20.....	0%

**Winter Session 2007**

Through January 2.....	100%
Through January 3.....	90%
Through January 5.....	50%
Through January 8.....	25%
From January 9.....	0%

**Spring 2007**

Through January 16.....	100%
Through January 29.....	90%
Through February 13.....	50%
Through March 14.....	25%
From March 15.....	0%

**Summer 2007**

On or before first day of each session (May 14, June 4, and June 18).....	100%
On the second day of each session (May 15, June 5, and June 19).....	90%
On the third day of each session (May 16, June 6, and June 20).....	50%
On the fourth & fifth days of each session (May 17 & 18, June 7 & 8, and June 21 & 22).....	25%
From the sixth day of each session (May 19, June 9, and June 23).....	0%

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

If a recipient of Title IV assistance withdraws during a period of enrollment in which the recipient began

attendance, Grace University must calculate the percentage and amount of Title IV assistance the student did not earn and return those funds to the Title IV programs. If the day the student withdrew occurs on or before the student completed 60 percent of the period of enrollment for which the assistance was awarded, the amount of aid earned by the recipient is calculated by determining the percentage of the enrollment period completed multiplied by the total amount of Title IV aid that was dispersed (and that could have been disbursed) for the period of enrollment as of the day the student withdrew. If the day the student withdrew occurs after the student has completed 60 percent of the period of enrollment, the recipient has earned 100 percent. The percentage and amount not earned is the complement of the percentage of Title IV aid earned multiplied by the total amount of Title IV aid that was disbursed (and that could have been disbursed) to the student, or on the student's behalf, for the period of enrollment, as of the day the student withdrew.

The University will refund all Title IV Student Financial Aid (SFA) credit balances within 14 calendar days of the start of the semester or within 14 calendar days of the occurrence of the credit balance, whichever date is later. The University will refund any credit balance requested by the student within 14 calendar days after the student's request. Full withdrawals of full-time traditional undergraduate students are subject to an administrative fee of \$100.

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

## **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 or on the web at the Grace University Financial Aid page.

Scholarship or grant applicants must apply for admission by March 1 for the following fall semester. Applications received after March 1 are considered on a first-come basis. Grants and scholarships are subject to funds allocated.

Applicants must meet the general admissions requirements. 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. A student must be full-time (12 or more hours enrollment at Grace University) per semester to receive a Grace University scholarship or grant. Non-University grants and scholarships may also be received. Decisions of the committee are final. Applicants and

continuing students seeking any form of financial aid should inform parents or legal guardians that pertinent financial data may be required in the financial aid application process provided the student is a dependent. Failure to provide financial information can significantly impact funds available; falsification of documents is punishable by federal law.

## **TITLE IV FINANCIAL AID FOR UNDERGRADUATES**

### **Federal Pell Grants**

The Free Application for Federal Student Aid (FAFSA) 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 Bachelor's 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.

### **Federal Supplemental Educational Opportunity Grants**

A Federal Supplemental Educational Opportunity Grant (FSEOG) is for undergraduates with exceptional financial need – that is, students with the lowest Expected Family Contributions (EFCs) – and gives priority to students who receive Federal Pell Grants. An FSEOG doesn't have to be paid back.

### **Federal Work-Study**

The Federal Work-Study Program provides jobs for undergraduate and graduate students with financial need, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to your course of study.

## **TUITION PAYMENT PLAN**

The University offers a Tuition Payment Plan for the 'out of pocket' portion of the student's bill. The Plan is administered by an outside firm, Tuition Management Systems, Inc. (TMS), Warwick, RI. Every registered student and his/her family will be contacted directly by TMS and offered a Tuition Payment Plan. Students and their families are encouraged to take advantage of this opportunity.

## **WISDOM IN FINANCIAL PLANNING FOR EDUCATION**

Students anticipating entering vocational ministry professions need to think carefully about how to finance their education. Obviously those who plan to enter vocational ministry can anticipate salaries that are typically lower than many other vocations. Wise students should be aware of burying themselves under too much debt. Students should always be alert to scholarship opportunities. Other options for students may be to take classes at a slower rate or consider seeking financial assistance from his/her local church. It is worth noting that some mission and/or support-based organizations require that employees/appointees be debt-free.

## **SATISFACTORY PROGRESS REQUIREMENTS FOR FINANCIAL AID**

The student must maintain satisfactory progress to maintain eligibility for Title IV financial aid. Students on scholastic probation are eligible for Title IV financial aid for the ensuing semester. Refer to the *Scholastic Probation and Academic Performance* page for details related to GPA minimums.

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 Academic Appeals Committee may waive these requirements under extenuating circumstances.

Detailed policy information is available from the Financial Aid Office.

# *Academic Policies*

## **SCHOLASTIC ACCREDITATION**

Grace University is an institution of higher education offering undergraduate and graduate programs leading to several Associate, Baccalaureate, and Master's degrees. Grace College of the Bible is the academic unit within Grace University that offers Associate and Baccalaureate degrees. Grace College of Graduate Studies is the academic unit that offers Master's degrees. Grace College of Extended Education provides adult education training opportunities and alternative delivery systems for institutional programs.

The University is accredited by the Higher Learning Commission and a member of the North Central Association of Colleges and Schools and the by Association for Biblical Higher Education. Refer to address information under the section titled "Accreditation and Academic Standing." Regional and professional accreditation assures students and the public that the University has clearly defined goals, and that these goals, to a reasonable degree, are accomplished in student lives. Graduate schools and evangelical seminaries generally recognize the Bachelor's degree earned at Grace. In addition, universities and colleges normally transfer credits for equivalent subjects when students change to their fields of study.

## **PROGRAM OFFERINGS**

This University Catalog provides the academic requirements established for freshmen students completing degree programs over the next four-year period. This catalog serves as the 2006-2007 Catalog of Record. Should degree requirements change in future years, the requirements of this Catalog provide the basis for graduation requirements. Should a student withdraw from continuous study at Grace, and should the student desire to resume his/her program at a future date, the program requirements in the University Catalog at the time of readmission will serve as the Catalog of Record. Changing programs during one's studies at Grace University also is sufficient reason to change the Catalog of Record to the current year's Catalog.

Information regarding tuition and fees in this Catalog only represents the rates for the stated academic year. These rates are reviewed and adjusted on a regular basis. The University makes no promise that current financial policy information will remain constant during the next four years.

## **SEMESTER SYSTEM**

Grace University offers academic credit on a semester system. One semester hour of academic credit represents clock time instruction of one fifty-minute class period per week for fifteen weeks plus a final examination week. To meet faculty expectations, the student will need one and a half to two hours of preparation time outside of class for each fifty-minute class period.

The University reserves the right to configure instruction time in formats different than traditional fifty-minute sessions. Thus, a three-credit course may meet on a once per week basis, a twice per week basis, or a three times a week basis based on the University's plan for distributing courses. Computation of the academic schedule is based on the University's plan for distributing courses. Computation of the academic schedule is based on computation of instructional minutes per each semester hour of academic credit.

Each course is defined by the number of semester credits granted for completion of the course. Most courses carry two or three semester credit hours. Information regarding the Course numbering System and Course Abbreviations is available. Course descriptions and credit hours assigned to each course are designated in the section of the Catalog for Course Descriptions.

In addition to the traditional Fall and Spring semesters, the University offers courses during a two-week Winter Session in early January, and in three distinct two-week Summer Sessions in May and June.

## **DISCLAIMER OF CONTRACTUAL OBLIGATION**

While course offerings are scheduled based on program requirements listed within the University Catalog, the University reserves the right to reschedule and/or cancel courses based on factors such as course enrollment size. Suggested course schedules available through the Registrar's office should be viewed as exactly that—suggested; they should not be viewed as a binding contract on the part of the University. In the unusual event that the University exercises its right to cancel a required course, the Academic Vice President, in consultation with the Department Chair and the Registrar, may substitute a relevant course work to meet program requirements.

## ACADEMIC HONESTY AND INTEGRITY

As an institution of higher learning that reflects Christian standards for honor, scholarship, and character, Grace University maintains honesty and integrity in all academic work as a high virtue. A student who cheats on quizzes or tests, who submits work other than his/her own, who falsifies course documents or reports, who fails to credit the research of other scholars within his/her work, or who lies about one of the above stated ethical violations is subject to penalty. **Plagiarism** is the theft of any part of another person's ideas, writings, or research contained in print or electronic materials; failure to appropriately cite the works of others will not be tolerated.

While some institutions mandate immediate dismissal when the honor code is broken, a Grace University faculty member will "zero" any single work that does not reflect academic honesty and integrity based on sound evidence or testimony and will require the student to resubmit the assignment as a course requirement without a grade. In flagrant situations, a faculty member has the right to dismiss the student from the course. A repeat offender within the academic community is subject to a range of penalties including, but not limited to, academic probation, dismissal from an academic program, academic suspension, and/or dismissal from the University by action of the Academic Vice President.

## INSTITUTIONAL COMMUNICATIONS AND THE CAMPUS NETWORK

Grace University's Web and Network systems are set up to handle all e-mail and educational needs for our students. Students have access to records, financial status, institutional announcements and their e-mail through the University portal so it is imperative that they monitor their e-mail and records on a regular basis—daily when it comes to e-mail. The institution views its e-mail system as the primary method of communicating with all students, faculty and staff. All communication from the records office, business office, administration and faculty which does not come by regular post will be done through a student's Grace e-mail account.

## GRADING SYSTEM

A student may repeat any course once in an attempt to improve a grade of C or below. While both grades will appear on the student's transcript, only the better grade will be used in computing the grade point average. Each repeated course will be counted only once in calculating credit hours required for graduation. A failed classroom course may not be repeated for a grade through independent study or other means.

A+		100+	4.00
A	Excellent	97-100	4.00
A-		94-96	3.67
B+		92-93	3.33
B	Good	90-91	3.00
B-		87-89	2.67
C+		84-86	2.33
C	Acceptable	81-83	2.00
C-		78-80	1.67
D+		76-77	1.33
D	Poor	73-75	1.00
D-		70-72	0.67
F	Failure	Below 70	0.00
P	Pass		0.00
S	Satisfactory	Non-Credit Bearing Req.	0.00
U	Unsatisfactory	Non-Credit Bearing Req.	0.00
W	Withdrawal	Withdrawal with a "C" or above	0.00
WF	Withdrawal-Failing	Withdrawal with a Grade less than a "C"	0.00
WU	Withdrawal-Unsatisfactory	Withdrawal with an Unsatisfactory Eval	0.00
I	Incomplete	Final Grade Not Recorded at Time of Grading Report	0.00
AU	Audit Course	Complete Without Expectation of Academic Credit	0.00

## Transfer of Credit

The University follows the general practices established in the Higher Education Transfer Alliance (HETA) established by the Council for Higher Education Accreditation (CHEA). Grace University normally accepts transfer credit from accredited institutions when the transcript grade is acceptable "C" or better.

### **Grade Point System**

A student's academic standing is computed by the numerical value assigned to each course grade. For example, every credit hour of "A" has the value of four points; every credit hour of "B" has a value of three points, etcetera. 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. The Registrar computes the official GPA for each student each semester and cumulatively for his/her education at Grace.

### **Dropping a Course**

A student may drop a course upon filing a completed Drop/Add Form with the Registrar's Office. 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 (C or better), a "WF" is recorded. The "WF" is computed in the student's grade point average (GPA).

### **Pass/Fail Grades**

Pass/Fail grades, not used in calculating grade-point averages, are given in physical education classes (except for Orientation to Total Fitness), music ensembles, and Challenge Examinations. 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".

### **Incomplete Grades**

Any student wishing to receive a temporary grade of "Incomplete" in a class is required to submit a "Request of Incomplete" form to the Registrar's Office, with the instructor's signature, before the last day of the class. Incompletes may be granted for a period of up to one month, during which time a grade of "I" will be assigned. It is the student's responsibility to file all paperwork, acquire the instructor's signature prior to the last day of the class, and submit the form to the Registrar's Office, and pursue the completion of the course work. If the work is not completed, the "I" automatically becomes an "F". There is a \$25.00 fee for each "Request for Incomplete" form submitted.

### **Final Grades**

Grades are considered final two weeks after they have been issued by the Registrar's Office. Any changes after that date require special permission from the Academic Vice President.

### **Withdrawal from College**

If a student wishes to withdraw from college during a semester, the student must consult with the Dean of Men

or Women and submit a withdrawal form to the Registrar's Office, complete all necessary paperwork, participate in an exit interview with the Student Development Office, and finalize all financial arrangements with the Business Office and with the Financial Aid Office. Refer to "Dropping a Course" for implications about final grades. Refund policies are described in the Financial Information Section of the catalog.

### **DISPUTED GRADE POLICY**

If a student believes a grade is incorrectly placed on the student's record, or a student disputes the validity of a faculty member's grade, the student will file a "Disputed Grade Request" with the Registrar within 2 weeks of the semester grade report being released by the Registrar's Office. This Disputed Grade Request immediately establishes a "grade pending" category to the course for the academic records until the error or dispute is corrected and/or resolved. The Registrar then forwards the Request to the specific faculty member for resolution. The faculty member submitting a disputed grade must review and sign any changes resulting from a Disputed Grade Request. All requests for correction and/or resolution of a final grade will be completed within 30 days of the "Disputed Grade Request."

If no resolution occurs between the faculty member and the student regarding a disputed grade, an appeal may be heard by the Academic Vice President in accordance with appeal policy. Any and all appeals regarding grades must be completed within 7 days of the faculty member submitting his/her response to the "Disputed Grade Request." No grade appeal will be heard without a student first using the "Disputed Grade Request" policy.

If the error is clerical, mechanical, or incidental and can be documented by the Registrar's Office, then the Registrar can approve and authorize adjustments to disputed records.

An "incomplete" grade changing to an "F" after the designated time for correction cannot be disputed using the "Disputed Grade Request" because the incomplete grade paperwork is a separate grade process. If a faculty member has failed to submit an appropriate grade within the allocated time to replace an "incomplete," the Registrar may make those corrections to the records. The Registrar need not make corrections beyond 30 days past the allocated time.

If a "Disputed Grade Request" is not filed according to this policy, no administrative action can be taken to change a student record by the student, faculty member, or administration.



## SCHOLASTIC PROBATION

A student's academic standing is determined by his grade point average. When a student's grade point average drops below that specified minimum cumulative grade point average, he/she is placed on scholastic probation and may remain in school only by special permission of the Academic Review Committee.

In order to create an environment of academic responsibility and support, the following standards, classifications and requirements related to academic progress, probation and student accountability are utilized.

### STANDARDS OF PROBATION

#### Bachelor Degrees (Traditional Undergraduate)

<u>Hours Completed</u>	<u>Min. Cum. GPA</u>	<u>Academic Warning</u>
1 - 15 hours	1.5	1.5 – 1.75
16 – 40 hours	1.75	1.75 – 1.99
41+	2.00	2.00 – 2.25

#### Associate Degrees (Traditional Undergraduate)

<u>Hours Completed</u>	<u>Min. Cum. GPA</u>	<u>Academic Warning</u>
1 – 15 hours	1.5	1.5 – 1.75
16 – 30 hours	1.75	1.75 – 1.99
31+	2.00	2.00 – 2.25

### ACADEMIC ACCOUNTABILITY CLASSIFICATIONS

#### Academic Alert:

- Incoming freshmen with a GPA or ACT/SAT score below admission standard set by Grace University.
- **Requirements:** Limited course load (12 hours), participation in academic support services and regular meetings with advisor or academic support coordinator.

#### Academic Warning:

- Implement in order to address the notification and support needs of pre-probationary students.
- Students in danger of academic probation based on the minimum cumulative GPA categories listed above.
- **Recommendations:** Increased advising and academic support resources.

#### Academic Probation:

- Students who fall below the minimum cum GPA for related hours that they have completed at Grace University (see above).
- Students remain at the institution but must raise their cumulative GPA within one semester (or show satisfactory academic progress within a given semester or semesters).
- **Requirements:** Weekly participation in academic support services (including workshops, tutoring and study sessions), as well as regular meetings with Academic Support Coordinator.
- **Recommendations:** Limited student employment.

#### Academic Suspension:

- Students who are unable to show satisfactory academic progress after one semester of academic probation.
- **Requirements:** Written request for readmission, as well as demonstration that the student has met any readmission requirements outlined at the time of their suspension (i.e. ESL coursework, etc...). Students would re-enter on academic probation.

#### Appeals Process:

- Students would be required to appeal any academic discipline decision in writing **within two weeks of notification**. These appeals would be directed to the Academic Discipline Committee.
- Appeals would be reviewed by the Academic Review Committee.

#### NOTE:

\*Students are responsible to monitor their grades via IQ Web.

\*Notification of probationary status will be sent by the Academic Review Committee. Students on Academic Probation will receive **one letter** which will also include information from the Financial Aid Office pertaining to how their probationary status will affect financial aid for the duration of the probationary period (**Financial Aid Warning**).

\*Regarding Transfer Students: If a student is admitted to Grace University on Academic Probation from another institution, we reserve the right to place the student on **Academic Alert** status for the first semester of study. After the first semester, their status would be reevaluated by the Academic Review Committee.

V.A. benefits are generally withheld when a veteran is placed on scholastic probation. The Title IV benefits are withheld according to the guidelines presented under the Title IV Financial Aid for Undergraduates information.

**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 a Bachelor Degree Program**

Freshman	0-24 Credits	No Minimum
Sophomore	25-55 Credits	No Minimum
Junior	56-92 Credits	100 Minimum
Senior	Over 92 Credits	180 Minimum

**For Students in an Associate Degree Program**

Freshman	0-24 Credits	No Minimum
Sophomore	25-55 Credits	40 Minimum
Senior	Over 55 Credits	100 Minimum

If credits and grade points do not fall within the same division, the lower of the two determines the classification. Depending on the academic program in which they are enrolled, students may qualify as seniors who do not intend to be graduated within that academic year. When this occurs, the student is classified as sophomore or junior.

**PROFESSIONAL PROGRAM ADMISSION**

After a student has successfully completed at least one semester of full-time study with a minimum grade point average of 2.0 (2.5 for teacher education) and completed “college composition” and “speech communications” with at least “C” grades, he or she may formally apply for entrance into a professional program. Applications must be submitted and approved prior to formal recognition that the student is admitted into a specific program.

**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.

**EXCEL Honors**

Once each year, the Academic Vice President posts the names of all EXCEL Students who complete the “core courses” with a cumulative grade point average of 3.2 or higher.

**Delta Epsilon Chi**

The faculty selects a limited number of seniors for membership in Delta Epsilon Chi, the honor society sponsored by the Association for Biblical Higher Education. To be eligible, a senior must have earned a grade point average of 3.3 or higher 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 according to the following chart.

<b>Honor</b>	<b>GPA</b>
Cum Laude.....	3.20 to 3.49 Cum. GPA
Magna Cum Laude.....	3.50 to 3.79 Cum.GPA
Summa Cum Laude.....	3.80 to 4.00 Cum.GPA

**Who’s Who Among Students in American Universities and Colleges**

Each year the faculty and administration select members from the senior class for membership in 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.

**Donald J. Tschetter Servant Leadership Award**

Each year the faculty selects a male and female from the senior class to receive the Donald J. Tschetter Servant Leadership Award. This is the highest honor that any Grace student can receive. Criteria for this award are well-balanced Christian character, scholarship, and spiritual leadership that best embodies and portrays the ideals of Grace University.

**RECORDS RETENTION AND TRANSCRIPTS**

The Registrar’s Office retains a variety of records pertinent to the academic progress of students. These records are available to school officials who have legitimate educational interest in the student.

The University retains documents received in the Admissions Office for those who apply but do not enroll for up to two years. For students who do enroll, the University retains documents in their official files for five years beyond the date of last attendance at Grace. High school transcripts, college transcripts, and the official records of academic achievement at Grace University are retained permanently.

The Family Educational Rights and Privacy Act of 1974 governs students’ rights of privacy and access to their

educational records. Students have the right to inspect their files and all materials therein, except those items specifically waived by the student. Students wishing to view their files must make an appointment with the Registrar.

Grace University students and alumni are entitled to receive a reasonable number of copies of their academic transcripts reflecting their completed course work. Upon the written request of the student, with signature and appropriate fee, the Registrar's Office will issue an official transcript to appropriate institutions, individuals, or agencies. Transcripts will not be issued for students who have financial obligations with the University.

### **PRIVACY OF STUDENT INFORMATION**

Grace University designates the following student information as Directory Information: name, address, phone number, e-mail address, date of birth, full-time/half-time status, major fields of study, dates of attendance, degrees/awards and honors received, admission/enrollment status, classification, athletic information, and photograph.

The University may disclose any of these items without prior written consent, unless the student notifies the Registrar in writing to the contrary by the end of the first week of the respective semester. Unless a student has officially filed a written request restricting his or her information by this time, aspects of the student's Directory information may be included in appropriate University or Campus directories, publications and released by school officials in response to inquiries concerning individual students.

Because the printed campus directory is published only once each semester, names and/or other information will not be removed until the end of that semester. A student must be enrolled at Grace University in order to modify his or her restriction of directory information.

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

- The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.
- The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
- The right to file a complaint with the U.S. Department of Education concerning alleged

failures by Grace University to comply with the requirements of FERPA.

- If you have more questions about your rights as a student, please see the Registrar.

### **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 may or may not be required to do the assignments and/or to take the examinations. Auditors should seek clarification on expectations from the faculty of record. 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 non-refundable.

### **DIRECTED STUDIES**

For a variety of reasons, students may want to pursue areas of study that are not found in the regular schedule of classes. The area of study must be approved by the Division Chair and the professor who directs the study. The student and professor will meet regularly throughout the semester. Students will do assignments appropriate to the area of study and present their findings in a scholarly fashion appropriate to the area of investigation/study.

### **PRIVATE TUTORSHIP**

In unusual circumstances, a student may desire to take a course at a different time and/or from a different instructor than is currently offered. 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 for a private tutorship in addition to regular tuition.

### **ADVANCED PLACEMENT EXAMINATIONS**

Grace University participates in the Advanced Placement Program of the College Entrance Examination Board. Credit may be awarded to students who perform satisfactorily in certain college level courses in secondary school and who receive a score of "3", "4" or "5" on the Advanced Placement Examinations. The amount of credit (if variable) and where the credit fits in a respective student's program requirements will be determined by the Registrar.

A maximum of 15 hours of exam-based credit can be earned through examinations such as AP, CLEP, and Challenge Examinations. Credit can only be offered in fields of studies that are equivalent to those offered or approved by the University. The University follows the ACE credit recommendations as listed in the chart on page 131 of this catalog. Credit earned by AP examination is not counted towards residency requirements for graduation. See page 130 of this catalog for a listing of AP Exams accepted by Grace University.

### **ACT PROFICIENCY EXAMINATION PROGRAM (ACT-PEP)**

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 as approved by the Academic Vice President. Registration packets are available from the Academic Vice President.

### **CLEP EXAMINATIONS**

The College Level Examination Program (CLEP) is used to establish credit in certain college courses. A total of 15 hours of exam-based credit can be earned through examinations such as AP, CLEP subject examinations, and Challenge Exams; however no credit is allowed for CLEP general exams. Credit can only be offered in fields of studies that are equivalent to those offered or approved by the University. CLEP exams are approved by the University, minimum raw score requirements for credit, and credit hours approved per course are listed on page 131 of this catalog.

Credit earned by CLEP examination is not counted towards residency requirements for graduation. If the course has been taken by audit, or if the student has already completed one semester of a year-long course sequence such as English or History, credit is not given by CLEP examination. Students are assessed a CLEP Exam Transcript Posting Fee. Fees for testing materials are assessed to all students taking CLEP examinations. Fees are listed in the Financial Information section of this catalog. 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. See page 131 in this catalog for a listing of CLEP Subject Exams accepted by Grace University.

### **CHALLENGE EXAMINATIONS**

An undergraduate student may choose to test out of a course required in the current Grace University catalog even where no CLEP examination is available. A maximum of 15 hours of exam-based credit can be earned through examinations such as AP, CLEP, and

Challenge Examinations. While Challenge Examinations reflect the equivalent knowledge and skills of a student who would receive a “C” grade or above in the classroom, exams will be graded on a pass/fail basis. Transcripts will identify all credits earned by Challenge Examination. Procedures for requesting a Challenge Examination are available in the Academic Affairs Office.

A testing fee is assessed to all students taking Challenge Examinations. Students are assessed a fee for credit that is allowed by examination. For additional information, contact the Academic Affairs Office.

### **INDEPENDENT STUDY**

In an Independent Study, students are required to complete a variety of assignments. Course materials (except for textbooks or videos) are available on-line and all assignments are submitted on-line for grading. Course requirements and grading standards for I-Studies courses demonstrate approximate equivalence to traditional courses offered on campus.

A student may accumulate a maximum of 21 credit hours of Independent Study and apply those credits into a degree program at Grace University. All I-Studies course work required for graduation must be completed by April 15 prior to graduation in order to insure appropriate posting by the Registrar. Duration of a course is one semester for traditional or full-time students with financial aid. Registration periods are not restricted to the traditional academic calendar; students can enroll at any time of the year provided financial aid is not required. Enrollment in I-Studies courses must be approved by your Academic Advisor.

Select high school students may be authorized for enrollment in Independent Study prior to full University admission by permission of the Academic Vice President. Independent Study courses offered by Grace University include:

<b>Course No.</b>	<b>Title</b>	<b>Semester Hours</b>
BS 102C	New Testament Survey	4
BS 103C	Hermeneutics and Bible Study Methods	3
BS 110C	Evangelism & Spiritual Life	2
BS 204CC	Gospels	3
BS 204DC	Gospels	4
BS 306CC	Daniel & Revelation	3
BS 306CD	Daniel & Revelation	4
BS 311C	I Corinthians	3

BS 406C	Romans	3
HU 221C	Intro to Philosophy	3
HU 412C	Apologetics	3
IT 101C	Introduction to Computing	3
IT 201C	Advanced Computer Applications	3
PSY 101C	General Psychology	3
PSY 300C	Intro to Biblical Counseling	3
SCI 345C	Ecology & Resource Conservation	3
SS 231C	Church History	3
TH 203 C	Theology of Church Mission	2
TH 112 C	What They Believe	3
TS 550C	Religions in America (Grad-Level Course)	3

Independent Study courses are offered at the standard undergraduate tuition rate. Books and other supplies are not included within the tuition. Withdrawal and refund procedures are consistent with other undergraduate policies and are clearly articulated within the Academic Policies form sent out to all Independent Study students. All courses offered at Grace are recorded on official student transcripts and calculated into grade point averages.

### **CLASS ATTENDANCE**

Class attendance is of prime importance to academic achievements and is under the jurisdiction of the Academic Vice President. Students should keep absences to a minimum making certain that any absence from class is for a reason more important than their God-given tasks to show themselves approved. Class attendance is of critical importance for those who have a grade point average of 2.00 or less.

The University's class absence policy is as follows:

1. The University's expectation is that students attend all classes.
2. Absences impact the quality of learning.
3. Excessive absences have consequences.
4. The maximum number of absences without penalty for any reason (e.g., sickness, University-sponsored activities) shall not exceed twice the number of times a class meets per week. If a student exceeds the maximum number of absences, the following penalties are applied:

#### **Absences and Penalties**

One Excess Absence = Reduction of one letter on final grade

Two Excess Absences = Reduction of two letters on final grade

Three Excess Absences = Reduction of two letters on final grade

The professor may make exceptions, but only under highly unusual circumstances (e.g., several absences because of University-sponsored activities followed by injury in a car accident or hospitalization).

Intensives, EXCEL, and Graduate courses have their own attendance requirements.

### **Personal Responsibility to Keep Record of All Absences**

If absences occur on days when tests and other personal student assignments are scheduled, the work may be made up only if the professor deems the absence excused. In any event, the student is responsible for all work due and for all class work missed. The instructor is under no obligation to give private tutoring to students who have taken absences.

### **ACADEMIC LOAD AND EMPLOYMENT**

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 credit hours. The University has defined a minimal full-time load as 12 semester credit hours. 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 Dean of Undergraduate College.

All students should maintain a proper balance between academic load and employment. Returning students enrolled in 16 semester credit hours are encouraged to limit employment to 28 hours per week. When increased responsibility makes additional work necessary, students should adjust their academic loads accordingly.

### **ELIGIBILITY FOR EXTRA-CURRICULAR ACTIVITIES**

In accordance with our commitment to academic excellence, the minimum academic standard for participation in University-sponsored, extra-curricular activities (inter-collegiate athletics, traveling music groups, student government, etc.) is restricted to students who:

1. maintain a minimum 2.0 cumulative GPA; or
2. earned a 2.0 GPA during the previous semester.

Eligibility requirements for each extra-curricular activity are clearly defined in the *Student Handbook*.

## **MUSIC ELECTIVE LIMITATIONS**

A maximum of four (4) credit hours of applied music and/or four (4) credit hours of ensemble may be applied towards graduation requirements in any of the non-music programs.

## **GRADUATION REQUIREMENTS**

Students who anticipate completing the requirements for an undergraduate degree are responsible for filing an application for graduation with the Registrar's Office. The deadlines for submitting graduation applications are: May Graduation: December 1; August Graduation: May 31; December Graduation: September 30. Students alone assume the responsibility that all requirements are met prior to the deadline for graduation. Requirements include the following:

### **Character and Doctrine**

Each student who graduates from Grace University must give evidence of strong Christian character and soundness of doctrine. By writing their own doctrinal statement, candidates for graduation demonstrate a sound doctrinal position which is generally consistent with the statement published in this catalog. 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 character and reputation of all candidates for graduation is reviewed by the faculty during the student's final year. In addition to general review of character, no student is permitted to graduate from the University while on academic or disciplinary probation.

The University reserves the right to withhold graduation from any student who disqualifies himself/herself in respect to character or orthodox doctrine at any time prior to commencement exercises.

### **Senior Assessments**

Students graduating with Associate or Bachelor's degrees are required to verify that the Bible, General Education, and Professional Studies objectives of their programs have been accomplished. Examples of assessment include a one-credit capping course called Senior Integration, comprehensive examinations, standardized tests, projects and portfolios requirements. Students should contact Division and Program Directors 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. (Some programs require a higher grade point. Please note program requirement carefully.)

## **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 degree may be withheld on the basis of an unsatisfactory Servant Leadership Training record even though the student fulfills all other requirements.

## **Residency Requirements**

In order to provide the University with a realistic opportunity to evaluate all the requirements for graduation including Christian character, basic doctrinal orthodoxy, scholastic rating, and SLT experience, a student must complete at least thirty semester hours of credit at Grace University. Normally, the final fifteen credit hours of a student's degree program must be earned at Grace University; however, circumstances may provide grounds for the dean to waive this requirement.

A student who withdraws from school with 15 or less hours remaining in a program has one year following the semester in which he terminated enrollment to complete the program in which he/she was enrolled. After one year, he must complete the program as structured in the current catalog and complete a minimum of 15 semester credit hours at Grace University.

## **Finances**

All financial obligations to the University must be settled to the satisfaction of the Vice President of Finance and Operations prior to graduation.

## **Participation in Commencement Ceremonies**

The University holds an annual spring commencement ceremony. Students completing their requirements the first semester or during the summer have the option of receiving their degrees 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 or have petitioned to graduate "in absentia". Only those students who complete all graduation requirements or who file a request of variances by April 15 (specified below) are permitted to participate in the Commencement exercises. There is no waiver or adjustment of graduation fees for students.

## **Petition to Graduate**

Students with deficient academic hours may request permission to participate in the May commencement exercises provided they have no more than 6 semester hours or 1 academic course remaining in their program and they meet all other graduation requirements. Additional regulations are specified on the petition form.

This petition can be requested by contacting the Academic Vice President's Office.

### **Exceptions**

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

### **SENIORS ELIGIBLE TO TAKE GRADUATE COURSES**

Senior students in baccalaureate programs are eligible to take graduate level courses and apply those credits towards their undergraduate degree provided (1) the graduate course meets the objectives of the undergraduate program, and (2) the students have gained permission from the Dean of the Graduate College to register for the graduate level course.

Graduate courses completed to fulfill undergraduate program needs cannot be counted as credit to complete a graduate program should a student apply into a graduate program at Grace. A substitute course may be applied for any course work used within an undergraduate program.

### **SECOND BACHELOR'S DEGREE REQUIREMENTS**

Students who wish to earn a second Bachelor's degree at Grace University may do so provided (1) at least one year has lapsed between the granting of the two degrees, (2) subsequent to the completion of the first degree at Grace, at least 24 additional hours are taken at Grace University, and (3) all program objectives within the second program are fully met. Individuals holding Bachelor's degrees from another accredited institution may receive a second Bachelor's degree provided (1) they complete a minimum of 30 semester hours of residency at Grace University, and (2) all objectives within the second program are fully met.

### **PETITIONING FOR PROGRAM VARIANCE**

Unusual circumstances may provide a student with sufficient grounds whereby the student may petition for a variance to specifically stated program requirements. Should a student believe he/she has sufficient grounds to request variance, the student should submit a petition form to the Academic Vice President. The Academic Vice President, in consultation with the Deans' Council, will make a recommendation on Variance Petitions to the full faculty.

### **ARTICULATED AGREEMENTS TO ENHANCE LEARNING**

Grace University offers students educational opportunities beyond traditional program requirements. Several of these opportunities are offered to Grace students based on an articulated agreement with other institutions and organizations.

### **Focus on the Family Institute**

Grace University holds an articulated participation agreement with the Focus on the Family Institute located on the campus of Focus on the Family in Colorado Springs, Colorado. Because of this relationship, a Grace student has an advantage when competing for limited openings to study for a semester in Colorado. Students are able to complete up to 15 semester credits at Grace through the training experience at Focus on the Family that can enhance their training from Grace. Courses offered are listed below. For more information, contact the Dean of Grace College of the Bible.

PSY 426	Christian Worldview Studies	3
PSY 427	Family, Church & Society Studies	3
PSY 453	Marriage & Leadership Studies	3
PSY 454	Family Life Studies	3
PSY 458	Practicum	3

### **Bethsaida Excavation Project**

Grace University is an active member in a consortium of colleges and universities actively excavating the ancient site of Bethsaida in Israel. As an active research institution, Grace students have the opportunity to study archeology on site in Israel and cooperate with students from other institutions in the ongoing excavation of this historical biblical site. For more information contact the Academic Vice-President.

### **Evangelical Training Association**

Grace University is an active member of the Evangelical Training Association. All graduates, who complete the association's requirements receive the Standard Diploma. Graduates within the professional ministry programs meet the requirements for the diploma as a part of their regular course of study, and students in other degree programs may qualify for the diploma by completing 90 semester hours, including twelve (12) semester credits of Bible and fifteen (15) semester credits of approved ministry courses.

An associate diploma is available upon completion of 60 semester credits, including six (6) semester credits of Bible and six (6) semester credits 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 using E.T.A. materials.

### **Jerusalem University College**

Grace University is a member of the Consortium of Associated Schools of Jerusalem University College (formerly known as the Institute for Holy Land Studies) whereby Grace University students can travel and study in Israel in short courses (3 weeks) or through extended study (a semester or year). Jerusalem University College has a specialized curriculum designed to introduce

students to the study of Palestine and the Near East, Courses are available in the languages and literature of Near Eastern cultures and peoples of ancient times, as well as in the cultures and peoples of today with their roles in the present world scene. The curriculum of JUC has been designed to take advantage of the distinctive resources of study and research available in Jerusalem and throughout Israel. Historical and cultural aspects of the land are covered thoroughly in a variety of courses. These courses, together with geographical, archaeological, and linguistic studies, provide a unique on-the-scene exposure. This exposure is ensured through a staff of scholars and lecturers resident in the land. The use of local Jewish and Arab expertise in some of the classes contributes to the unique character of the program.

The major portion of the instruction is done in the English language by the staff that has been recruited from the faculties of the Hebrew University and the University of Tel Aviv. Students desiring transfer credit in a particular program should consult the Registrar prior to enrolling in courses.

For more information contact the Academic Vice President.

#### **Children's Ministry Institute**

Grace University has an agreement with the Children's Ministries Institute (CMI), operated by Child Evangelism Fellowship in Warrenton, Missouri, whereby Grace University students can participate in a one semester, specialized training program for potential leaders and directors in Children's Ministries. In addition to classroom instruction, this program requires extensive practicum experience within the Christian Education program at Grace University. Acquiring credit for this educational experience is based on permission from the Christian Education Program Director and the Academic Vice President and admission into the program by CMI.

#### **LIMITED TRANSFER OF CREDIT FOR CONTINUING STUDENTS NOT ENROLLED IN COOPERATIVE PROGRAMS**

Students currently enrolled at Grace, other than students in cooperative programs, may not enroll in courses at other institutions to meet Grace University program requirements without the written permission of the Academic Vice President. This permission must be secured in advance and recommended by the student's advisor.



# *Degree Programs*

## **DIVISION OF BIBLICAL STUDIES**

### **OVERVIEW**

**Division Chair:** Karl E. Pagenkemper, Th.D

At Grace University, the Bible is central to each program of study. The faculty and the administration feel there is nothing more important for the believer than growth in knowledge and application of the scriptures. Accordingly, all students pursuing a Bachelor degree, and most pursuing an Associate degree, are required to complete a major in Bible consisting of 30-42 semester credit hours of Bible and theology, the specifics of which depend upon one's particular program of study. We believe that every student should complete a Biblical Studies major for the following reasons:

1. the Bible is God's written, inerrant revelation concerning who He is and what He desires for creation, a desire most fundamentally revealed in the person, work and reign of Jesus Christ;
2. the Bible provides a unifying matrix in which Christians can integrate their particular disciplines of study with their obligations to kingdom living;
3. a Bible-centered education helps a student evaluate competing systems of thought readily found in one's surrounding culture;
4. a sound study of the scriptures lays a necessary foundation for transformation into Christlikeness; and
5. sound study of scripture lays a foundation for understanding one's vocation in relationship to the church and to the world.

### **DIVISION OF BIBLICAL STUDIES OBJECTIVES**

The following 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. We desire:

1. that students gain an understanding into the meaning of scripture through (a) an extensive investigation of its contents, (b) the application of sound interpretive principles to that content, and (c) the presentation and the development of a sound theological system of its teachings;
2. that a student be able to demonstrate the ability to think logically and critically from a biblical worldview;
3. that a student improve his or her proficiency in the personal study of Scripture through competent usage of the tools necessary for sound Bible study;
4. that a student demonstrate his or her respect and commitment to God and his written revelation through (a) personal growth in prayer, worship, Bible study and obedience, and through (b) contributions to the corporate expressions of the community of believers;
5. that each student be responding to his or her understanding of the Scriptures in such a way that the combination of Scriptures and the Holy Spirit effect spiritual transformation; and
6. that the student be able to effectively communicate his or her understanding of the teachings of Scriptures to others.

## BIBLICAL STUDIES PROGRAM

### CERTIFICATE – ONE-YEAR PROGRAM

#### ASSOCIATE IN BIBLE DEGREE –TWO-YEAR PROGRAM

Two levels of education are available in preparation for various ministries. 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 Discipleship Certificate for completing one year and the Associate in Bible Degree for completing two years.

The motivation for the One-Year Discipleship Certificate and Associate in Bible Degree is based on the principle that all Christians are called to ministry. Hence the purpose of these programs is to meet the needs of men & women unable (for whatever reason) to complete a typical four-year degree who want education and training in Bible and theology, as well as in Christian life and 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.

### DISCIPLESHIP CERTIFICATE

#### Objectives

Students who complete the Discipleship Certificate should demonstrate:

1. a general understanding of Scripture, and its themes;
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.

#### Biblical/Theological Requirements 20

BS 101	Old Testament Survey	4	
BS 102	New Testament Survey		4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)		3
BS 110	Evangelism and Spiritual Life		2
BS/TH	Choose a Bible or Theology elective		3
TH 200	Survey of Theology		2
TH 203	Theology of Church Mission		2

#### General Education Requirements 9

HU 414	Ethics		3
IT 095	Microsoft Office Basics		0
PE 101	Orientation to Total Fitness		2
SP 120	Oral Communications		3
SS 101	Freshmen Seminar		1

#### Professional Requirements 4

BU 300	Principles of Leadership and Management		2
CE 303	Fundamentals of Instruction and Mentoring		2

#### S.L.T. & Grace L.I.F.E. Requirements

2 semesters each

**TOTAL HOURS 33**

### ASSOCIATE IN BIBLE DEGREE

#### Objectives

Graduates of the Associate in Bible Degree, in addition to the objectives of the Discipleship Certificate, should demonstrate:

1. greater maturity in the interpretation and understanding of the Bible;
2. a basic understanding of the major doctrines of Scripture;
3. the ability to work effectively with people in the local church; and
4. development in some general studies or specialized ministry area.

#### Biblical/Theological Requirements 32

BS 101	Old Testament Survey	4	
BS 102	New Testament Survey		4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)		3
BS 110	Evangelism and Spiritual Life		2
BS XXX	Choose Bible or		
TH XXX	Theology Electives		15
TH 200	Survey of Theology		2
TH 203	Theology of Church Mission		2

#### General Education Requirements 28

EN 101	College Composition I		3
EN 102	Choose Creative Writing or		
EN 103	College Composition II		3
HU 221	Choose Introduction to Philosophy or		
HU 414	Ethics		3
HU xxx	Choose an Art or		
MU xxx	Music course		3
IT 095	Microsoft Office Basics		0
MA 201	Choose College Algebra or		
MA 211	Statistics		3
PE 101	Orientation to Total Fitness		2
PE xxx	Choose a P.E. course		1
SCI xxx	Choose a Science course		3
SP 120	Oral Communications		3
SS 101	Freshmen Seminar		1
SS xxx	Choose a Social Science course		3

#### Professional Requirements 4

BU 300	Principles of Leadership and Management		2
CE 303B	Fundamentals of Instruction and Mentoring		2

#### S.L.T. & Grace L.I.F.E. Requirements

4 semesters each

**TOTAL HOURS 64**

**ASSOCIATE OF ARTS DEGREE**

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.

**Objectives**

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.

**Biblical / Theological Requirements 26**

BS 101	Old Testament Survey	4	
BS 102	New Testament Survey		4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)		3
BS 110	Evangelism and Spiritual Life		2
BS 406	Romans		3
BS xxx	Choose Bible or		
TH xxx	Theology electives		6
TH 200	Survey of Theology		2
TH 203	Theology of Church Mission		2

**General Education Requirements 32**

IT 095	Microsoft Office Basics		0
EN 101	College Composition I		3
EN 102	Choose Creative Writing or		
EN 103	College Composition II		3
HU 221	Choose Introduction to Philosophy or		
HU 414	Ethics		3
HU xxx	Choose a Literature course		3
MA 201	Choose College Algebra or		
MA 211	Statistics		3
PE 101	Orientation to Total Fitness		2
PE xxx	Choose a P.E. elective	1	
SCI xxx	Choose a Science course		4
SP 120	Oral Communications		3
SS 101	Freshmen Seminar		1
SS xxx	Choose a Social Science sequence		6

**Professional Requirements 7**

BU 300	Principles of Leadership and Management		2
CE 303	Fundamentals of Instruction and Mentoring		2
XXxxx	Choose courses from any division based on interest		3

**S.L.T. & Grace L.I.F.E. Requirements**

4 semesters each

**TOTAL HOURS 65**

## Division of General Education

### OVERVIEW

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**Division Chair:** Elizabeth J. Hawkins, M.A.

In addition to the requirements of Biblical and Professional Studies, Grace University maintains a Division of General Education. In each program, students will take courses in basic oral and written communication skills, science, math, social science, humanities, and technology which are offered by the General Education Division. The goal of the division is to challenge students to be critical thinkers who integrate Biblical truth with knowledge about God's created universe and the culture in which they live.

### GENERAL EDUCATION COMMON CORE

Within the General Education Division, a common core has been established for all bachelor level students. The Bachelor of Science Degree includes the following minimum core:

Communications (written & oral)*	9
Social Science**†	9
Philosophy or Worldview	3
Music or Art	3
Literature	3
Math	3
Science	3
Physical Fitness	4
Freshmen & Senior Integration Seminars	2
Basic computer Competency**	

\*Includes a two sequence course offering

\*\*All students are expected to have a working knowledge of Microsoft Office prior to starting at Grace University. This will allow each student to be most effective in using the campus network and library and computer lab resources. Successfully passing a competency exam is considered a fulfillment of the GE division objective of "technological" competence for our students. During the Fall orientation, all new students will take a test over Microsoft Office Basics. Any student who does not pass this basic computer competency test will be enrolled in IT 095 Microsoft Office Basics for the respective semester and charged \$150 for this course as a zero credit course.

†Students may choose from the following classes to satisfy the social science sequence requirement in programs that require it.

- PSY 211 Child Dev & PSY 212 Adult Development
- SS 431 American Civ 1 & SS 432 American Civ 2
- SS 331 World Civ 1 & SS 332 World Civ 2
- SS 201 Prin of Economics 1 & SS 202 Prin of Economics 2
- PSY 201 Interpersonal Comm & PSY 412 Group Dynamics

### ADDITIONAL STANDARDS

Any student who takes 25% or more of their general education requirements at another institution is required to take either HU 414 Ethics or HU 323 Worldviews as a world view integration requirement.

### DIVISION OF GENERAL EDUCATION OBJECTIVES

The objectives of the General Education Division are applicable to most programs and are listed below, rather than with each program:

1. the student should demonstrate the development of a world view that integrates a broad knowledge of human history, behavior, and culture with biblical truth;
2. the student should demonstrate the skills essential to effective oral and written communication;
3. the student should develop an aesthetic sense of the arts through exposure to the humanities;
4. the student should display a biblically-informed appreciation for the human body in an individualized fitness program and exposure to activities that have immediate and lifelong health benefits;
5. the student should demonstrate the ability to draw conclusions from research data using the scientific method; and
6. the student should demonstrate the ability to use computer application software to construct printed materials or multimedia presentations.

## GENERAL STUDIES PROGRAM

### BIBLE/GENERAL STUDIES (BA)

The General Education Division directs a Bachelor of Arts degree program offering a double major in Bible and General Studies. This program is specifically designed for individuals who are considering graduate study in social science fields, planning to enter a professional school program (i.e. law), or contemplating attendance at a theological seminary. The Bachelor of Arts degree requires a minimum of one year study of a foreign language.

#### Objectives

In addition to the objectives for the General Education Division students who complete the General Studies Program should meet the following objectives:

1. the student should have an adequate background in general education and Bible required for advanced theological education, advanced social science education, or professional degree program;
2. exhibit an understanding of present day trends and issues that impact Christianity; and
3. the student should demonstrate an understanding of human history that includes a theocentric, perspective.

#### Biblical/Theological Requirements 40

BS 101	Old Testament Survey	4
BS 102	New Testament Survey	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
TH 203	Theology of Church Mission	2
BS xxx	Choose Bible or Theology electives	16
TH 301	Theology 1	3
TH 302	Theology 2	3

#### General Education Requirements 60

EN 101	College Composition I	3
EN 102	Choose Creative Writing or	
EN 103	College Composition II	3
FL xxx	Choose at least one year of a Foreign Language	6
HU 221	Introduction to Philosophy (HU 221 C)	3
HU 412	Apologetics (HU 412 C)	3
HU 414	Ethics	3
HU xxx	Choose two Literature courses	6

HU xxx	Choose an Art or	
MU xxx	Music course	3
MA 201	Choose College Algebra or	
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
PSY 101	General Psychology	3
SCI xxx	Choose a Science course	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 331	World Civilization 1	3
SS 332	World Civilization 2	3
SS 400	Senior Integration	1
SS 431	American Civilization 1	3
SS 432	American Civilization 2	3

#### Professional Requirements 28

BU 300	Principles of Leadership and Management	2
CE 303	Fundamentals of Instruction and Mentoring	2
XX xxx	Choose two courses in professional studies	6
XX xxx	Choose electives based on an individualized study plan	18

#### S.L.T. & Grace L.I.F.E. Requirements

8 semesters each

#### TOTAL HOURS 128

## OVERVIEW

**Division Chair:** James B. Nichols, M.B.A.

### LEADERSHIP CORE

The faculty has established a common core of courses that are known as the “Leadership Core” curriculum. These courses help develop the servant leadership skills necessary for the Grace Graduate to serve as an effective leader in the home, the church, and in society in general. This core also assists the student in developing the skills to be successful at Grace University in the varied dimensions of life. This integrative leadership core includes the following 14 semester hours:

SS 101	Freshmen Seminar	1
BS 103	Hermeneutics & Bible Study Methods	3
BS 110	Evangelism and Spiritual Life	2
TH 203	Theology of Church Mission	2
PE 101	Orientation to Total Fitness	2
BU 300	Principles of Leadership and Management	2
CE 303	Fundamentals of Instruction and Mentoring	2
SS 400	Senior Integration*	1

*\*not required for certificate or associate level programs*

### DIVISION OF GENERAL STUDIES OBJECTIVES

Objectives for each program are presented with each specific program.

## Aviation Program

### Program Advisor:

Karl E. Pagenkemper, Th.D.

The aviation industry is an expanding and diverse career field that has generated strong demand for professionals with technical and leadership skills. Our Aviation Cooperative Program is designed to prepare students for entry level careers as aviation professionals in ministry organizations, public and nonprofit agencies, and in business and industry settings.

The Aviation Program offers a Bachelor of Science degree with a major in Bible and an aviation concentration with appropriate FAA credentialing based on aviation coursework at Iowa Western Community College. Students can choose an aviation maintenance program or a professional pilot program of study. For students interested in mission aviation, a combination of both maintenance and pilot training are usually required by mission aviation organizations.

Students considering this program must meet admission requirements for Iowa Western Community College as well as Grace University. Actual instruction at IWCC begins during the second year of college. For more information about Iowa Western, visit their website at [www.iwcc.edu](http://www.iwcc.edu).

### Objectives

The goal of the Aviation Program is to prepare Christians with the basic skills, attributes, and qualities of the aviation professional. The student who completes the aviation program should be able to:

1. Demonstrate knowledge and understanding of the physical, economic, political, regulatory, and social environments within the national and international aviation systems;
2. Demonstrate safe and efficient management and operation of a vehicle in the aviation system and/or flight operation/business;
3. Demonstrate knowledge, understanding, and competence in aviation decision-making and judgment;
4. Successfully obtain the necessary professional certifications, ratings, and endorsements for their chosen specialization;
5. Fulfill the objectives of the Biblical Studies Division; and
6. Fulfill the objectives of the General Education Division.

## BIBLE/AERONAUTICAL SCIENCE (BS) AVIATION MAINTENANCE CONCENTRATION

Bible/Theological Requirements		30
BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
TH 203	Theology of Church Mission	2
TH 301	Theology 1	3
TH 302	Theology 2	3
BS 406	Romans (BS 406 C)	3
BS/TH	Choose Bible/Theology electives	6

### General Education Requirements 40

IT 095	Microsoft Office Basics	0
BU 101	Introduction to Business	3
BU 300	Principles of Leadership and Management	2
BU 310	Introduction to Organization and Administration	3
CE 303	Fundamentals of Instruction and Mentoring	2
EN 101	College Composition I	3
EN 102	Choose Creative Writing or	
EN 103	College Composition II	3
HU 221	Choose Introduction to Philosophy or	
HU 323	Worldviews	3
HU xxx	Choose a Literature course	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
MAT 100T	IWCC Applied Mathematics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
SCI xxx	Choose a Science course	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 400	Senior Integration	1

### Aviation Maintenance Concentration COOP

#### Iowa Western C. C. Required Courses 76.5

AVM 120	IWCC Aviation Mechanics General I	7
AVM 130	IWCC Aviation Mechanics General II	8
AVM 181	IWCC Aviation Airframe I	7.5
AVM 182	IWCC Aviation Airframe II	7.5
AVM 183	IWCC Aviation Airframe III	8
AVM 184	IWCC Aviation Airframe IV	8
AVM 191	IWCC Aviation Powerplant I	7
AVM 192	IWCC Aviation Powerplant II	7.5
AVM 193	IWCC Aviation Powerplant III	8.5
AVM 194	IWCC Aviation Powerplant IV	7.5

### S.L.T. & Grace L.I.F.E. Requirements

8 semesters each

**TOTAL HOURS 146.5**

**BIBLE (BS) PILOT/BASIC BUSINESS**

AVI 221A

IWCC Professional Pilot II

2

**Biblical/Theological Requirements 40**

BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
TH 301	Theology 1	3
TH 203	Theology of Church Mission	2
TH 302	Theology 2	3
BS/TH	Bible/Theology electives	16

**General Education Requirements 46**

CE 303	Fundamentals of Instruction and Mentoring	2
EN 101	College Composition I	3
EN 102 or EN 103	Choose Creative Writing or College Composition II	3
HU 221 or HU 323	Choose Introduction to Philosophy or Worldviews	3
HU xxx	Choose a Literature course	3
HU xxx or MU xxx	Choose an Art or Music course	3
MA 201	College Algebra	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 201	Principles of Economics 1	3
SS 202	Principles of Economics 2	3
SS 400	Senior Integration	1
AVI 206A	IWCC Aviation Meteorology	3
MAT 156A	IWCC College Trigonometry	3
PHY 230A	IWCC General Physics I Lecture	4
PHY 231A	IWCC General Physics I Lab	1

**Professional Requirements 43****Professional Pilot Requirements****(COOP with Iowa Western C.C.) 26**

AVI 201A	IWCC History of Aviation	3
AVI 202A	IWCC Introduction to Aviation	3
AVI 203A	IWCC Aviation Safety	3
AVI 204A	IWCC Private Pilot Theory	3
AVI 205A	IWCC Private Pilot Flight Lab	1
AVI 207A	IWCC Private Pilot Certificate	2
AVI 208A	IWCC Aviation Maintenance Documentation and Processes	4
AVI 209A	IWCC Instrument Flight Theory	3
AVI 220A	IWCC Professional Pilot I	2

**Basic Business Requirement (Grace University) 17**

BU 101	Introduction to Business	3
BU 201	Financial Accounting	3
BU 202	Managerial Accounting	3
BU 300	Principles of Leadership and Management	2
BU 403	Legal Environment of Business	3
BU 412	Entrepreneurship and Small Business	3

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 129**



## **Business and Technology Program**

### **Program Director:**

James B. Nichols, M.B.A.

The Business and Technology Program is designed to prepare students to impact the marketplace through integration of a Christian world view with business and technology theory and application. The business program at Grace University is distinctive from studies at other educational institutions because of the influence of the Bible. The basis of our program is the understanding that biblical and theological principles, when applied to business, constitute best business practices. This is accomplished by beginning each course with a study of the biblical and theological principles that are pertinent to the course. The student who graduates will have created a philosophy of business built on the combined biblical and theological principles taught in Biblical Studies, General Education and Business and Technology courses.

This program is designed to prepare students for business and technology positions in mission organizations, church and para-church ministries, “tent-making” missionary service, as well as Christian witnesses in the marketplace. Study in the Business and Technology Program leads to one of the following degrees:

### **Business Degrees offered:**

- Bachelor of Science in Bible/Accounting
- Bachelor of Science in Bible/Business with a concentration in Business Administration;
- Bachelor of Science in Bible/Business with a concentration in Internet Technologies (Cooperative Program);
- Bachelor of Science in Bible/Business with a concentration in Agribusiness Management (Cooperative Program);
- Bachelor of Science in Bible/Intercultural Administration

### **Technology Degrees Offered:**

- Bachelor of Science in Bible/Computer Information Systems with a concentration in Networking
- Bachelor of Science in Bible/Computer Information Systems with a concentration in Web-Based Networking
- Bachelor of Science in Bible/Computer Information Systems with a concentration in Software Programming
- Bachelor of Science in Bible/Computer Information Systems with a concentration in Business

All technology degrees are cooperative programs offered in conjunction with Bellevue University in Omaha. There are four primary objectives of the Business and Technology Program. Students who graduate with a business or technology degree should be able to:

1. Devise a personal philosophy of business that incorporates a Biblically based, Christian world view into their business or technology degree and concentration;

2. Demonstrate skills that are needed to competently perform as a business or technology professional in their place of employment, whether in a Christian or secular setting;
3. Demonstrate interpersonal and relationship skills that promote an active Christian witness and effective conflict management; and,
4. Demonstrate proficiency in the practice of scripture, ethics, accounting, business law, finance, human relations, management, marketing, ministry promotion and servant leadership.

The Business and Technology Program is accredited by the International Assembly for Collegiate Business Education (IACBE). Accreditation of the Business and Technology Program means that the courses, concentrations and majors are sufficiently strong to be ranked as quality courses and programs by an outside over-sight group, and that the academic business program is functioning effectively (e.g., excellent student learning outcomes).

The benefit to the student of studying in an accredited business program is significant in several ways:

1. by having the quality of their Business and Technology Program validated by an external accrediting body;
2. by being able to place “graduated with a degree from an accredited business program” on their resume and on a transcript;
3. by certifying to a prospective employer that their education is from an accredited business program; and,
4. by having the student’s employer pay for tuition (adult learners) when there is a requirement that they must attend a program that has specialized accreditation.

The Business and Technology Program benefits from participation in a business accreditation program in the following ways:

1. by participating in annual professional development programs offered by IACBE;
2. by establishing an Advisory Board composed of business and nonprofit leaders who can assist the academic program in outcomes assessment;
3. by participating in a mission-based, outcomes-driven type accreditation, which helps to identify where changes and improvements are needed in the program;
4. by developing a closer linkage with the business and nonprofit community who like to be associated with programs of high quality, which is evidenced through specialized accreditation; and,
5. by developing mutually beneficial cooperative agreements with other institutions of higher education that permit the Grace University Business and Technology Program to offer more specialized degree options.

Through the accreditation process, IACBE has reviewed the program and determined that the mission, goals, and objectives of the Business and Technology Program are being met according to the outcomes assessment of the program. By submitting to the accreditation process, Grace University has demonstrated its commitment to providing

students a high quality education that prepares them to confidently enter into their career.

## Business Degree Programs

### BIBLE/BUSINESS (BS)

Bachelor of Science in Bible/Accounting

Bachelor of Science in Bible/Business (with one of the following concentrations):

- Business Administration
- Internet Technologies
- Agribusiness Management

Bachelor of Science in Bible/Intercultural Administration

#### Biblical/Theological Requirements 32

All students seeking Business and Technology degrees, with the exception of Intercultural Administration, have the following Bible and theology requirements:

BS 101	Old Testament Survey	4
BS 102	New Testament Survey	4
BS 103	Hermeneutics and Bible Study Methods	3
BS 110	Evangelism and Spiritual Life	2
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2
BS/TH	Bible or Theology electives	15

#### General Education Requirements 39

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 103	College Composition II	3
HU xxx	Choose a literature course	3
HU xxx or	Choose an Art or	
MU xxx	Music course	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
SCI xxx	Choose a Science course	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 201	Principles of Economics 1	3
SS 202	Principles of Economics 2	3
SS 231	Church History	3
SS 400	Senior Integration	1
SS xxx	Choose a Social Science course	3

#### Professional Requirements

All Bible/Business degrees have a Core component as well as a Concentration component.

#### Core Requirements 28

BU 101	Introduction to Business	3
BU 201	Financial Accounting	3
BU 202	Managerial Accounting	3

BU 300	Principles of Leadership and Management	2
BU 307	Business Ethics	3
BU 311	Human Resource Management	3
BU 403	Legal Environment of Business	3
BU 411	Management Information Systems	3
BU 431-452	Business Internship	3
CE 303	Fundamentals of Instruction and Mentoring	2

#### Concentration Requirements 30

#### S.L.T. & Grace L.I.F.E. Requirements

8 semesters each

#### TOTAL HOURS 129

#### CONCENTRATIONS AVAILABLE:

#### Business Administration Concentration 30

BU 301	Corporate Finance	3
BU 302	Organizational Behavior	3
BU 308	Personal Finance	3
BU 312	Principles of Marketing	3
BU 402	International Business	3
BU 412	Entrepreneurship & Small Business	3
BU 422	Production and Operations Management	3
BU xxx	Business electives or emphasis	9

#### Finance Emphasis

BU 305	Intercultural Finance	3
BU 332	Investments	3
BU 334	Cash Management	3

#### Human Resource Management Emphasis

BU 342	Labor Relations	3
BU 414	Compensation & Performance Management	3

#### Management Emphasis (Taken at Bellevue University)

BA 434A	Organizational Management & Theory	3
Choose one of the following:		
BA 437	Global Management	3
BA 465A	Business Law	3

#### Marketing Emphasis (Taken at Bellevue University) Choose any two:

BA 455	Internet Marketing	3
BA 457	Multinational Marketing	3
BA 458	Sales Management	3

#### Internet Technology Concentration (Taken at UNO) 30

#### Core Courses 15

CIST 2010	Computer and Communication Systems	3
CIST 2110	Organizations, Applica, and Technologies	3

CSCI 2830	Java Programming I	3
CSCI 2850	Programming on the Internet	3
ISQA	Internet Software Engineering	3
<b>Elective Courses</b> (9 of which must be taken at UNO)		<b>15</b>
ISQA 3310	Managing the Database Environment	3
ISQA 3400	Business Data Communications	3
ISQA 3520	Graphical User Interface Design	3
ISQA 4180	Electronic Commerce	3
ISQA 4300	Database Administration	3
ISQA 4730	Decision Support Systems	3
ISQA 4880	Systems Simulation and Modeling	3
ISQA 4890	Data Warehouse and Data Mining	3
CIST 3600	Computer Security	3
CSCI 2910	Multimedia Systems	3
CSCI 3830	Java Programming II	3
BU XXX	May select up to two electives from Grace	6
<b>Agribusiness Management Concentration</b>		<b>30</b>
(Taken at Iowa Western Community College)		
AGR 566T	Commodity Marketing	3
AGR 601T	Survey of the Animal Industry	3
AGR 609T	Ag Management Methods	3
AGR 802T	Ag Business Management	3
AGR 807T	Ag Computer Records	3
AGR 810T	Ag Law and Taxation	3
AGR 812T	Basic Concepts of Animal Science	3
BU or AGR	Electives (may be from either school)	9

### **BIBLE/INTERCULTURAL ADMINISTRATION (BS)**

The Bible/Intercultural Administration degree provides students with a broad foundation in business coupled with an understanding of intercultural issues. This degree is designed for the student who desires to be engaged in "tent-making" missionary service or be support staff for an intercultural missions organization. Fifteen credit hours are completed in conjunction with the EDGE program sponsored by Grace University.

<b>Biblical/Theology Requirements</b>		<b>40</b>
BS 101	Old Testament Survey	4
BS 102	New Testament Survey	4
BS 103	Hermeneutics/Bible Study Methods	3
BS 110	Evangelism & Spiritual Life	2
TH 301	Theology I	3
TH 302	Theology II	3
TH 203	Theology of Church Mission	2
BS/TH	Bible or Theology electives	19
<b>General Education Requirements</b>		<b>39</b>
IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 103	College Composition II	3
HU xxx	Choose a literature course	3
HU xxx	Choose an Art or	

MU xxx	Music course	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
SCI xxx	Choose a Science course	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 201	Principles of Economics 1	3
SS 202	Principles of Economics 2	3
SS 231	Church History	3
WW 400	Senior Integration	1
SS xxx	Choose a Social Science course	3

#### **Professional Requirements:**

The Bible/Intercultural Administration degree has a Core component as well as a Concentration component.

<b>Core Requirements</b>		<b>28</b>
BU 101	Introduction to Business	3
BU 201	Financial Accounting	3
BU 202	Managerial Accounting	3
BU 300	Principles of Leadership and Management	2
BU 307	Business Ethics	3
BU 311	Human Resource Management	3
BU 403	Legal Environment of Business	3
BU 411	Management Information Systems	3
BU 431-452	Business Internship	3
CE 303	Fundamentals of Instruction and Mentoring	2

<b>Concentration Requirements</b>		<b>21</b>
BU 305	Intercultural Finance	3
BU 426	Intercultural Operations Management	3
BU xxx	Business Electives	6
IS 218	Intercultural Relationships	3
IS 405	Intercultural Communications	3
SS 214	Cultural Anthropology	3

#### **S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS** **128**

### **BIBLE/ACCOUNTING (BS)**

The Business and Technology Program offers a Bachelor of Science in Accounting degree. The accounting area provides students with a broad foundation in accounting procedures and theory that prepares students for a career in the accounting field. The student who graduates from this program will complete 132 hours of study to earn a major in Bible and a major in Accounting. The student may desire to sit for the Certified Management Accountants exam or the Uniform C.P.A. Examination I Nebraska. The Uniform C.P.A. Examination includes additional course requirements beyond the 132 semester hours taken at Grace. Academic advisors at Grace work closely with students who are

considering certification options. Fulfilling the following requirements leads to completion of the degree:

**Biblical/Theological Requirements 32**

Students take 26 credit hours of Bible/Theology coursework plus Church History and Business Ethics which are considered integrative Bible courses. This brings the total Bible/Theology credits required to 21.

BS 101	Old Testament Survey	4
BS 102	New Testament Survey	4
BS 103	Hermeneutics and Bible Study Methods	3
BS 110	Evangelism and Spiritual Life	2
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2
BS/TH	Bible or Theology electives	9
SS 231	Church History (integrative)	3
BU 307	Business Ethics (integrative)	3

**General Education Requirements 36**

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 103	College Composition II	3
HU xxx	Choose a literature course	3
HU xxx	Choose an Art course or	
MU xxx	Music course	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
SCI xxx	Choose a Science course	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 201	Principles of Economics 1	3
SS 202	Principles of Economics 2	3
SS 400	Senior Integration	1
SS xxx	Choose a Social Science course	3

**Professional Requirements:**

The Bible/Accounting degree has a Core component as well as a Concentration component.

**Core Requirements 25**

BU 101	Introduction to Business	3
BU 201	Financial Accounting	3
BU 202	Managerial Accounting	3
BU 300	Principles of Leadership and Management	2
BU 311	Human Resource Management	3
BU 403	Legal Environment of Business	3
BU 411	Management Information Systems	3
BU 431-452	Business Internship	3
CE 303	Fundamentals of Instruction and Mentoring	2

**Concentration Requirements 39**

BU 301	Corporate Finance	3
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BU 302	Organizational Behavior	3
BU 312	Principles of Marketing	3
BU 330	Accounting Information Systems	3
BU 334	Cash Management	3
BU 351	Intermediate Accounting 1	3
BU 352	Intermediate Accounting 2	3
BU 353	Cost Accounting	3
BU 354	Income Tax Accounting 1	3
BU 356	Income Tax Accounting 2	3
BU 422	Production and Operations Management	3
BU 453	Financial Auditing	3
BU 454	Advanced Accounting	3

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 132**

**Technology Degree Programs**

The Business and Technology Program offers a Bachelor of Science in four computer information technology areas:

- Networking
- Web-Based Networking
- Software Programming
- Computer Information Systems in Business

Each degree is earned as a cooperative program with Bellevue University. The Program provides the background and foundational knowledge to build academic excellence and vocational flexibility. These degrees prepare students for an information technology career and also to pursue graduate studies.

All students seeking Technology degrees have the following Bible/theology requirements as well as General Education requirements.

**Biblical/Theological Requirements 32**

BS 101	Old Testament Survey	4
BS 102	New Testament Survey	4
BS 103	Hermeneutics and Bible Study Methods	3
BS 110	Evangelism and Spiritual Life	2
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2
BS/TH	Bible or Theology electives	15

**General Education Requirements 39**

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 103	College Composition II	3
HU 414	Ethics	3
HU xxx	Choose a Literature course	3
HU xxx or	Choose an Art or	
MU xxx	Music course	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2

SCI xxx	Choose a Science course	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 201	Principles of Economics 1	3
SS 202	Principles of Economics 2	3
SS 231	Church History	3
SS 400	Senior Integration	1
SS xxx	Choose a Social Science course	3

**BIBLE/COMPUTER INFORMATION SYSTEMS (BS)  
CONCENTRATION IN NETWORKING**

<b>Biblical/Theological Requirements (see above)</b>	<b>32</b>
<b>General Education Requirements (see above)</b>	<b>39</b>

**Professional Requirements from Bellevue University 48**

AC 207	Accounting for CIS Majors	3
CIS 205A	Introduction to Structured Programming	3
CIS 210	Foundation in Computer Information Systems	3
CIS 240	Introduction to UNIX	3
CIS 305	Management and Design of Database Systems	3
CIS 321	Structured System Analysis and Design	3
CIS 340A	Business Telecommunications	3
CIS 341A	Cisco Networking	3
CIS 347A	Introduction to Microsoft Servers	3
CIS 348A	Implementing Network Structures and Dir. Svcs	3
CIS 350	Designing Secure Networks	3
XX xxx	Upper Level courses (Recommended courses BA 341, MA 241, CIS 248, CIS 306, CIS 349A)	15

**Other Professional Requirements 10**

BU 300	Principles of Leadership and Management	2
BU 307	Business Ethics	3
BU 431-452	Business Internship	3
CE 303	Fundamentals of Instruction and Mentoring	2

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

<b>TOTAL HOURS</b>	<b>129</b>
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**BIBLE/COMPUTER INFORMATION SYSTEMS (BS)  
CONCENTRATION IN WEB-BASED NETWORKING**

<b>Biblical/Theological Requirements (see above)</b>	<b>32</b>
<b>General Education Requirements (see above)</b>	<b>39</b>

**Professional Requirements from Bellevue University 48**

AC 207	Accounting for CIS Majors	3
CIS 205A	Introduction to Structured Programming	3

CIS 210	Foundation in Computer Information Systems	3
CIS 240	Introduction to UNIX	3
CIS 251	Intermediate Programming Using C++	3
CIS 306	Advanced UNIX Administration	3
CIS 321	Structured System Analysis and Design	3
CIS 340A	Business Telecommunications	3
CIS 345	Web-Based Programming	3
CIS 347A	Introduction to Microsoft Servers	3
CIS 402A	Intranet Working Using Java, D, and the Web	3
XX xxx	Upper Level courses (Recommended courses BA 341, MA 241, CIS 248, CIS 306, CIS 349A)	15

**Other Professional Requirements 10**

BU 300	Principles of Leadership and Management	2
BU 307	Business Ethics	3
BU 431-452	Business Internship	3
CE 303	Fundamentals of Instruction and Mentoring	2

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

<b>TOTAL HOURS</b>	<b>129</b>
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**BIBLE/COMPUTER INFORMATION SYSTEMS (BS)  
CONCENTRATION IN SOFTWARE PROGRAMMING**

<b>Biblical/Theological Requirements (see page 53)</b>	<b>32</b>
<b>General Education Requirements (see page 53)</b>	<b>39</b>

**Professional Requirements from Bellevue University 48**

AC 207	Accounting for CIS Majors	3
CIS 205A	Introduction to Structured Programming	3
CIS 210	Foundation in Computer Information Systems	3
CIS 251	Intermediate Programming Using C++	3
CIS 305	Management and Design of Database Systems	3
CIS 321	Structured System Analysis and Design	3
CIS 322	Object Oriented System Analysis & Design	3
CIS 340A	Business Telecommunications	3
CIS 400A	Object Oriented Programming Concepts	3
CIS 402A	Intranet Working Using Java, C, and the Web	3
XX xxx	Upper Level courses (Recommended courses BA 341, MA 241, CIS 248, CIS 306, CIS 349A)	15

**Other Professional Requirements 10**

BU 300	Principles of Leadership and Management	2
BU 307	Business Ethics	3

BU 431-452	Business Internship	3
CE 303	Fundamentals of Instruction and Mentoring	2

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 129**

**BIBLE/COMPUTER INFORMATION SYSTEMS (BS)  
CONCENTRATION IN BUSINESS**

**Biblical/Theological Requirements (see page 53) 32**  
**General Education Requirements (see page 53) 39**

**Business Program Professional Requirements 15**

BU 101	Introduction to Business	3
BU 201	Financial Accounting	3
BU 202	Managerial Accounting	3
BU 312	Principles of Marketing	3
BU 403	Legal Environment of Business	3

**Professional Requirements from Bellevue University 33**

BA 341	Computers in Management	3
CIS 205A	Introduction to Structured Programming	3
CIS 210	Foundation in Computer Information Systems	3
CIS 248	Introduction to Web Design	3
CIS 305	Management and Design of Database Systems	3
CIS 321	Structured System Analysis and Design	3
CIS 340A	Business Telecommunications	3
CIS 341A or CIS 347A	Cisco Networking or Introduction to Microsoft Servers	3
XX xxx	Upper Level Courses (Recommended Electives MA 241, CIS 240, CIS 242)	9

**Other Professional Requirements 10**

BU 300	Principles of Leadership and Management	2
BU 307	Business Ethics	3
BU 431-452	Business Internship	3
CE 303	Fundamentals of Instruction and Mentoring	2

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 129**

**Program Director:**

Richard A. Ramsey, Ph.D.

The Christian Ministry program offers a variety of concentrations leading to either a Bachelor of Arts or Bachelor of Science degree in Church Ministries. All students in this degree, with the exception of Camping Ministry students, will take a ministry core of 25 hours and then will specialize in one of three professional ministry concentrations.

**Objectives:**

Objectives for all students in this degree program:

1. give serious thought to one's place in professional Christian ministry.
2. demonstrate knowledge and skill in ministry leadership.
3. utilize interpersonal relational skills.
4. develop an ability to communicate God's word in a variety of contexts.
5. articulate key issues relating to finances for a non-profit organization.
6. discover the spiritual knowledge and maturity needed to carry on a full-time church ministry.

**Biblical/Theological Requirements 42**

BS 101	Old Testament Survey	4
BS 102	New Testament Survey	4
BS 103	Hermeneutics and Bible Study Methods	3
BS 110	Evangelism and Spiritual Life	2
TH 301	Theology 1	3
TH 302	Theology 2	3
TH 203	Theology of Church Mission	2
SS 231	Church History	3
BS 406	Romans	3
BS xxx	Bible Electives	15

**General Education Requirements 39**

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 103	College Composition II	3
PSY 100	General Psychology	3

**Choose two:**

HU 221	Introduction to Philosophy or	
HU 323	World Views	3
HU 412	Apologetics or	
HU 414	Ethics	3
HU xxx	Literature Elective	3
MU 420	Christian Worship	3

MA 201	College Algebra or	
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MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two PE Electives	2
SCI xxx	Science Elective	3
SS 101	Freshmen Seminar	1
SS 400	Senior Integration	1
SP 120	Oral Communications	3
SS xxx	Choose two Social Science Electives	3

**Professional Requirements**

All Christian Ministry degrees have a Core component as well as a Concentration component.

**Core Requirements 25**

BU 300	Principles of Leadership and Management	2
CM 303	Fundamentals of Instruction And Mentoring	2
CM 201	Ministry in the 21 <sup>st</sup> Century	3
BU 320	Introduction to Finance or	
BU 308	Personal Finance	3
CM 411	Communicating God's Word	3
CM 302	Spiritual and Personal Formation For Ministry	3
CM 320	Curriculum and Instruction	3
CM 403	Administrative Leadership	3
CM 404	Intro to Biblical Counseling	3

**Concentration Requirements 24****S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 130**

**BIBLE/CHRISTIAN MINISTRIES (BS) PASTORAL CONCENTRATION**

**BIBLE/CHRISTIAN MINISTRIES (BS) CHRISTIAN EDUCATION CONCENTRATION**

The pastoral ministry concentration lays a foundation for an effective ministry of expository preaching of the Bible and of leadership of the local church. This concentration emphasizes pastoring a smaller church.

**Objectives:**

In addition to the objectives listed under the ministry core, the following objectives are specific to this concentration:

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. exhibit the ability to make use of the Greek text in ministry.
4. demonstrate an awareness of the local church’s strategic role in carrying out God’s redemptive plan for the world.
5. evidence skill in pastoral areas such as church administration, counseling, performing weddings and funerals and administering the ordinances.
6. fulfill the objectives of the Biblical Studies Division.
7. fulfill the objectives of the General Education Division.

<b>Biblical/Theological Requirements (see page 55)</b>	<b>42</b>
<b>General Education Requirements (see page 55)</b>	<b>39</b>
<b>Core Requirements (see page 55)</b>	<b>25</b>
<b>Concentration Requirements:</b>	<b>24</b>
FL 351 Greek Grammar 1	3
FL 352 Greek Grammar 2	3
FL 451 Greek Exegesis 1	3
FL 452 Greek Exegesis 2	3
CM 412 Advance Preaching	3
CM 414 Pastoral Internship	3
CM 301 or Christian Education of Youth or	
CM 312 Christian Education of Children or	
CM 401 Christian Education of Adults	3
CM xxx Ministry Elective	3
<b>TOTAL HOURS</b>	<b>130</b>

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 flexible to meet the needs of associate staff.

**Objectives:**

In addition to the objectives listed under the ministry core, the following objectives are specific to this concentration:

1. be able to 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.
6. fulfill the objective of the General Education Division.

<b>Biblical/Theological Requirements (see page 55)</b>	<b>42</b>
<b>General Education Requirements (see page 55)</b>	<b>39</b>
<b>Core Requirements (see page 55)</b>	<b>25</b>
<b>Concentration Requirements:</b>	<b>41</b>
CM 301 Christian Education of Youth	3
CM 312 Christian Education of Children	3
CM 401 Christian Education of Adults	3
CM 402 History and Philosophy of Christian Education	39
CM 442 Christian Education Internship	3
CM xxx Christian Ministry Electives	9
<b>TOTAL HOURS</b>	<b>130</b>



**BIBLE/CHRISTIAN MINISTRIES (BS) YOUTH MINISTRY  
CONCENTRATION**

This concentration is designed for the student who wishes to be involved in youth ministry in the local church or para-church organization.

**Objectives:**

In addition to the objectives listed under the ministry core, the following objectives are specific to this concentration:

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. ministry with people as a servant-leader.
6. fulfill the objectives of the Biblical Studies Division.
7. fulfill the objectives of the General Education Division.

<b>Biblical/Theological Requirements (see page 55)</b>	<b>42</b>
<b>General Education Requirements (see page 55)</b>	<b>39</b>
<b>Core Requirements (see page 55)</b>	<b>25</b>

<b>Concentration Requirements:</b>	<b>24</b>
CM 300 Counseling Youth in Crisis	3
CM 301 Christian Education of Youth	3
CM 310 Leadership and Discipleship In Youth Ministry	3
CM 402 History and Philosophy of Christian Education	3
CM 442 Christian Education Internship	3
CM 312 or CM 401 Christian Education of Children or Christian Education of Adults	3
CM xxx Christian Ministry Electives	6

<b>TOTAL HOURS</b>	<b>130</b>
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**BIBLE/CHRISTIAN MINISTRIES (BS) CAMPING MINISTRY CONCENTRATION**

This concentration is designed for students who desire to work in a Christian camp or related ministry. This program is 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 or three years at Grace University, they make application for admission to Camp Forest Springs. Students who apply visit the camp prior to acceptance into the program. (This is usually arranged through the camp and the Director of the Christian Ministries Program during the fall semester of the Freshman or Sophomore year.) Applications must have at least a 2.5 grade point average, be recommended by the Chair of Christian Education, and be approved by Camp Forest Springs. Those selected spend their training 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. Students return to the University campus to complete the program if any requirements remain.

**Objectives**

The student who completes the Camping Ministry Concentration should be able to:

1. manifest the attitude of a servant leader;
2. provide evidence of proficiency in the skills of Camping Ministry;
3. organize and administer a Camping Ministry program;
4. fulfill the objectives of the Biblical Studies Division; and
5. fulfill the objectives of the General Studies Division.

**Biblical/Theological Requirements 42**

BS 101	Old Testament Survey	4
BS 102	New Testament Survey	4
BS 103	Hermeneutics and Bible Study Methods	3
BS 110	Evangelism and Spiritual Life	2
TH 301	Theology 1	3
TH 302	Theology 2	3
TH 203	Theology of Church Mission	2
SS 321	Church History	3
BS 406	Romans	3
BS xxx	Bible Electives	15

**General Education Requirements 42**

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 103	College Composition II	3
PSY 100	General Psychology	3

**Choose two:**

HU 221	Introduction to Philosophy or	
HU 323	World Views	3
HU 412	Apologetics or	
HU 414	Ethics	3
HU xxx	Literature Elective	3
MU 420	Christian Worship	3
MA 201	College Algebra or	
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two PE Electives	2
SCI xxx	Science Elective	3
SS 101	Freshmen Seminar	1
SS 400	Senior Integration	1
SP 120	Oral Communications	3
SS xxx	Choose two Social Science Electives	6

**Professional Requirements 41**

CA 300	Camp Management	3
CA 310	Camp Maintenance	3
CA 320	Promotion and Public Relations	3
CA 330	Food Service Management	3
CA 340	Camp Counseling	2 or 3
CA 341	Camp Organization	6
CA 342	Camp Administration	3
CA 350	Camp Programming	4 or 5
CA 355	Camp-Church Relationships	1
CA 370	Camp Safety	1
CM 303	Fund. of Instruction and Mentoring	2
CM 402	History & Philosophy of Christian Ed.	3
CM xxx	<b>Choose two of the following:</b>	
CM 301	Christian Education of Youth	3
CM 312	Christian Education of Children	3
CM 320	Curriculum and Instruction	3
CM 401	Christian Education of Adults	3

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 125**

*Note: Read course description regarding semester hour explanation for CA 340 and CA 350.*

## **Communications Program**

### **Program Director:**

Ronald J. Shope, Ph.D.

The purpose of the Communications Program is to give students the tools they need to serve Jesus Christ in Broadcast and in Mass Communications. The coursework integrates both Mass Communication theory and skills with a Biblical Worldview that is developed in both the Biblical Studies and General Education courses.

There are three concentrations to choose from. They are radio broadcasting, which includes courses in audio production, video, and electronic graphic communication. Students in each concentration will take Bible, General Education and core courses in communication theory and ethics at Grace. Other professional courses in radio, video and electronic graphic communication will be taken at Iowa Western Community College (IWCC), located just eight miles from campus. Through a cooperative agreement with IWCC, students will have access to production equipment and computer technology to help them develop their skills. Links to the programs at IWCC that are part of the cooperative agreement are listed below. These links will provide basic information about the professional training the students will receive. The specific courses that are part of the Communications major at Grace are listed following the objectives for the program.

### **Radio/Audio:**

<http://www.iwcc.edu/AdvisementGuides/AEMS.Radio.Broadcasting.pdf>

### **Video:**

<http://www.iwcc.edu/AdvisementGuides/-AEMS.Video.Television.Broadcasting.pdf>

### **Electronic Graphic Communication:**

<http://www.iwcc.edu/AdvisementGuides/AEMS.Graphic.Communications.pdf>

Students are encouraged to apply for available positions and internships at local media outlets. Additionally, valuable experience can be gained through involvement in the student radio station.

### **Objectives**

The student who completes the Communications Program should be able to:

1. 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;
2. demonstrate knowledge of the concepts and issues associated with the United States mass communications system;
3. demonstrate the ability to conduct original research that is targeted toward a specific research question, and articulate conclusions and recommendations based on the data to develop a Biblically-based strategy that addresses the concerns raised by the data;
4. demonstrate adequate background for further study in mass communications;
5. fulfill the objectives of the Biblical Studies Division; and
6. fulfill the objectives of the General Studies Division.

**BIBLE/COMMUNICATIONS (BS)  
AUDIO PRODUCTION CONCENTRATION**

<b>Biblical/Theological Requirements</b>		<b>30</b>
BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible electives	6
TH 301	Theology 1	3
TH 203	Theology of Church Mission	2
TH 302	Theology 2	3
<b>General Education Requirements</b>		<b>51</b>
IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Choose Creative Writing or	
EN 103	College Composition II	3
HU 221	Choose Introduction to Philosophy or	
HU 323	Worldviews	3
HU xxx	Choose a Literature course	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
PSY 101	General Psychology	3
SCI 342	Physical Science	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 204	Introduction to Social Science Research	3
SS 400	Senior Integration	1
SS xxx	Choose a Social Science sequence	6
HU 414	Ethics	3
SS 333	Intro to American Politics or	
SS 433	American Government	3
SS 201	Principles of Economics I	3
<b>Professional Requirements</b>		<b>45</b>
BU 300	Principles of Leadership and Management	2
CE 303	Fundamentals of Instruction and Mentoring	2
COM 302	Sociology of Mass Communications	3
COM 412	Human Communication and Rhetoric	3
COM 450	Media Ethics and Law	3
MMS 135	IWCC Introduction to Copywriting	3
MMS 105	IWCC Audio Production	3
MMS 150	IWCC Electronic News Writing	3
MMS 260	IWCC Electronic Media Sales and Management	3
MMS 190	IWCC Promotions in the Electronic Media	3
MMS 261	IWCC Programming for the Electronic Media	3
MMS 123	IWCC Electronic Media Performance	3

MMS 223	IWCC Advanced Radio Performance	3
MMS 292	IWCC Radio Practicum	2
COM 332	Multi-track Production	3
COM 350	Broadcast Field Work	3
COM 251-452	Radio Practicum	0

Students are expected to sign up for production hours at the studio radio station each semester.

**S.L.T. & Grace L.I.F.E. Requirements**  
8 semesters each

**TOTAL HOURS** **126**

**ELECTRONIC GRAPHIC COMMUNICATION  
CONCENTRATION**

<b>Biblical/Theological Requirements</b>		<b>30</b>
BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible electives	6
TH 301	Theology 1	3
TH 203	Theology of Church Mission	2
TH 302	Theology 2	3
<b>General Education Requirements</b>		<b>51</b>
IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Choose Creative Writing or	
EN 103	College Composition II	3
HU 221	Choose Introduction to Philosophy or	
HU 323	Worldviews	3
HU xxx	Choose a Literature course	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
PSY 101	General Psychology	3
SCI 342	Physical Science	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 204	Introduction to Social Science Research	3
SS 400	Senior Integration	1
SS xxx	Choose a Social Science sequence	6
HU 414	Ethics	3
SS 333	Intro to American Politics or	
SS 433	American Government	3
SS 201	Principles of Economics I	3

<b>Professional Requirements</b>		<b>43</b>
BU 300	Principles of Leadership and Management	2
CE 303	Fundamentals of Instruction and Mentoring	2
COM 302	Sociology of Mass Communications	3
COM 412	Human Communication and Rhetoric	3
COM 450	Media Ethics and Law	3
ART 121	IWCC 2-D Design	3
CIS 207	Fundamentals of Web Programming	3
GRA 112	IWCC Intro to Printing Technologies	3
GRA 123	IWCC Typography	3
GRA 131	IWCC Digital Layout	3
GRA 121	IWCC Digital Drawing	3
GRA 140	IWCC Digital Imaging	3
GRA 127	IWCC Digital Design	3
GRA 161	IWCC Digital 3-D	3
GRA 154	IWCC Advanced Web Design	3

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 124**

**BIBLE/COMMUNICATIONS (BS)  
VIDEO PRODUCTION CONCENTRATION**

<b>Biblical/Theological Requirements</b>		<b>30</b>
BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible electives	6
TH 301	Theology 1	3
TH 203	Theology of Church Mission	2
TH 302	Theology 2	3

<b>General Education Requirements</b>		<b>51</b>
IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Choose Creative Writing or	
EN 103	College Composition II	3
HU 221	Choose Introduction to Philosophy or	
HU 323	Worldviews	3
HU xxx	Choose a Literature course	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
PSY 101	General Psychology	3
SCI 342	Physical Science	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1

SS 204	Introduction to Social Science Research	3
SS 400	Senior Integration	1
SS xxx	Choose a Social Science sequence	6
HU 414	Ethics	3
SS 333	Intro to American Politics or	
SS 433	American Government	3
SS 201	Principles of Economics I	3

**Professional Requirements 45**

BU 300	Principles of Leadership and Management	2
CE 303	Fundamentals of Instruction and Mentoring	2
COM 302	Sociology of Mass Communications	3
COM 412	Human Communication and Rhetoric	3
COM 450	Media Ethics and Law	3
MMS 135	IWCC Introduction to Copywriting	3
MMS 111	IWCC Video Production	3
MMS 150	IWCC Electronic News Writing	3
MMS 260	IWCC Electronic Media Sales and Management	3
MMS 291	IWCC Video Cooperative Education	6
MMS 150	IWCC Broadcast Promotions	3
MMS 261	IWCC Programming for the Electronic Media	3
MMS 230	IWCC Advanced Video Production	3
MMS 293	IWCC Video Practicum	2
MMS 130	IWCC Video Field Production	3

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 126**

## **Intercultural Studies Program**

### **Director:**

John G. Costello, M.A.

Grace University's Intercultural Studies (IS) program is designed to prepare students for cross-cultural ministry in a variety of contexts. At the heart of the program is our unique, six-month, field-based, training experience called The EDGE. The EDGE includes six months of practical missions experience and 15 hours of IS coursework completed at one of four different study sites. During the summer and fall of each year (June-November) Grace University collaborates with mission organizations to implement this hands-on training experience in Asia, Africa, Latin America and Europe. University professors, qualified missionaries and national believers serve as instructors and mentors.

The IS program results in a Bachelor's degree (B.A. or B.S.) that includes a 40-hour major in Bible, a 31-hour major in Intercultural Studies, and a 18-hour Ministry Skills Concentration chosen by the student in consultation with the IS Program Director. Possible Ministry Skills Concentration options include:

- Teaching English as a Second Language (TESL)
- International Community Development
- Urban Ministry
- Youth Ministry
- Foreign Language
- Children's Ministry
- Intercultural Business Administration (Nonprofit)
- Psychology

The Bachelor of Arts degree requires a minimum of one year study of a foreign language.

### **Objectives**

The student who completes the Intercultural Studies Program should be equipped in the following areas:

1. Academic – Demonstrate the knowledge, skills, attitudes necessary for effective mission work including:
  - A biblical philosophy of mission as a global Christian
  - Effective communication of the Gospel in intercultural contexts
  - An understanding of the significance of the history and progress of world missions
  - Critical evaluation of the basic issues and current trends in missions
  - Accurate appraisal of and sensitivity toward divergent cultures and non-Christian religions in light of Christianity.
  - The ability to formulate strategies for effectively reaching the multi-faceted cultures of the world
2. Vocational – Confirm the believer's calling in relation to personal gifts and abilities.
3. Emotional/Affective – Develop God's heart for the world and translate that spiritual passion for mission into long-term mission involvement.
4. Relational – Manifest an ability to handle successfully the unique interpersonal challenges of intercultural ministry with regard to fellow mission personnel and national co-workers.
5. Ministry Style – Value a team approach to ministry and demonstrate skills necessary for effective teamwork with fellow mission personnel and national co-workers.
6. Spiritual – Evidence increasing maturity in their dependence on God and a lifestyle of serving others.
7. Organizational – Consider long-term involvement with an organization committed to cross-cultural ministry.

<b>Biblical/Theological Requirements</b>		<b>36</b>
BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS xxx	Choose Bible electives	12
TH 301	Theology 1	3
TH 203	Theology of Church Mission	2
TH 302	Theology 2	3
BS 405	Acts	3
<b>General Education Requirements</b>		<b>39</b>
IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Choose Creative Writing or	
EN 103	College Composition II	3
HU 221	Choose Introduction to Philosophy or	
HU 323	Worldviews	3
HU xxx	Choose a Literature course	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
MA 201	Choose College Algebra or	
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
SCI xxx	Choose a Science course	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 214	Cultural Anthropology	3
SS 400	Senior Integration	1
SS xxx	Choose a Social Science sequence	6
<b>Professional Requirements</b>		<b>53</b>
BU 300	Principles of Leadership and Management	2
BU 320	Introduction to Finance	3
CE 303	Fundamentals of Instruction and Mentoring	2
HU 210	Introduction to Linguistics	3
IS 201	Intercultural Ministry Practicum	1
IS 203	The Historical Expansion of the Church: 21 Centuries of Christian Mission	3
IS 218	Intercultural Relationships I	3
IS 312	Strategies for Evangelism and Church Planting	3
IS 318	Intercultural Ministry Field Experience	3
IS 321	World's Living Religions	3
IS 405	Intercultural Relationships II	3
IS 412	The Contemporary World and Mission	2

IS xxx	Intercultural Studies Electives	4
XX xxx	Ministry Skills Concentration	18

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 128**

**MINISTRY SKILLS CONCENTRATIONS AVAILABLE:**

**TESL Concentration**

**18**

ED 481	English as a Second Language Methods	3
ED 482	Assessment and Evaluation of Second Language Learners	3
ED 483	ESL Practicum	3
FL xxx	Foreign Language Electives	6
XX xxx	TESL Related Electives	3

**International Community Development Concentration**

The International Community Development Concentration is offered through a cooperative agreement with the HEART Institute. The training includes the following courses taken on site in Lake Wales, Florida:

- Appropriate Technology
- Small Animal Husbandry
- Sustainable Agriculture
- Primary Health
- Nutrition/Food Technology
- Community Development

A description of the program and courses can be found at [www.warner.edu/heart](http://www.warner.edu/heart).

1. A minimum of 6 credit hours of foreign language is required to grant a Bachelor of Arts degree; the Bachelor of Science degree does not require a foreign language. Ministry Skills Concentration hours are used for foreign language options.

2. Ministry Skills Concentration hours are subject to Advisor approval.

## **Music Program**

### **Program Director:**

Gregory D. Zielke, D.M.A.

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 47 hours plus 12 hours in their chosen area of emphasis: voice/choral, instrumental, piano, worship and music, music recording and production, or theory/composition. The philosophy and skills gained in this major should prepare graduates to serve effectively in church music programs and schools, and/or attend graduate school. Students who desire teaching credentials should refer to the Teacher Education Program. No more than 24 hours may be transferred into the professional areas of the Music or the Music Education program without the written approval of the program director.

### **Objectives**

The students who complete the music major should:

1. demonstrate a basic understanding of the Christian philosophy of music;
2. demonstrate proficiency in a major applied area of concentration such as keyboard, instrumental, or voice, and achieve minimum proficiency on piano;
3. demonstrate a basic understanding of music—its theory, history, and aesthetics;
4. demonstrate expertise in their chosen concentration;
5. demonstrate ability to perform at a high level in an instrumental or choral ensemble and leadership skills in choral and instrumental preparation and actual performance;
6. fulfill the objectives of the Biblical Studies Division; and
7. fulfill the objectives of the General Education Division.

### **Special Information:**

1. For Music Education program, see The Teacher Education Program.
2. The music major is eligible to prepare and perform the senior recital after reaching 400 level in applied music.
3. Music majors must pass 8 semesters of performance hour to graduate. Bible/Music (BS)
4. Music majors taking 12 or more hours in a semester are required to enroll for an ensemble.



**BIBLE/MUSIC (BS)****Biblical/Theological Requirements 30**

BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS xxx	Choose Bible and/or integrative electives	9
TH 301	Theology 1	3
TH 203	Theology of Church Mission	2
TH 302	Theology 2	3

**General Education Requirements 39**

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Choose Creative Writing or	
EN 103	College Composition II	3
HU xxx	Choose three Humanities Courses	9
MA 201	Choose College Algebra or	
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
SCI xxx	Choose a Science course	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 400	Senior Integration	1
SS xxx	Choose three Social Science courses including one sequence	9

**Professional Studies Requirements 59**

MU 010-080	Performance Hour	0
MU 121	Comprehensive Musicianship 1	4
MU 122	Comprehensive Musicianship 2	4
MU 221	Comprehensive Musicianship 3	4
MU 222	Comprehensive Musicianship 4	4
MU 313	Conducting 1	2
MU 314	Conducting 2	2
MU 335	Survey of Music History & Literature 1	3
MU 336	Survey of Music History & Literature 2	3
MU 410	Music Field Experience	0
MU 412	Senior Recital	1
MU xxx	Choose Applied Music Lessons	8
MU xxx	Choose Music Ensemble options	8
MU xxx	Choose concentration area	12
MU P080	Basic Piano Fundamentals Class	1
MU P090	Basic Piano Fundamentals Class	1
MU P101	Applied Piano	1
MU P102	Applied Piano	1

**CONCENTRATIONS AVAILABLE:****Worship and Music Ministry (Select 12 Credits)**

MU 220	Philosophy of Christian Music	3
MU 350	Children/Youth Choir Methods and Materials	2
MU 411	Conducting 3	2
MU 420	Christian Worship: Principles of Design & Organization	3
MU 422	Choral & Instrumental Arranging	3
MU 424	History of Church Music	3
MU 440	Accompanying & Service Playing	2
MU 470	Choral Literature	1

**Vocal/Choral Music (Select 12 Credits)**

MU 220	Philosophy of Christian Music	3
MU 350	Children/Youth Choir Methods and Materials	2
MU 411	Conducting 3	2
MU 422	Choral & Instrumental Arranging	3
MU 450	Vocal Literature	1
MU 470	Choral Literature	1
MU xxx	Applied Music	1

**Theory/Composition (Select 12 Credits)**

MU 220	Philosophy of Christian Music	3
MU 421	Contemporary Christian Music Arranging and Directing	2
MU 422	Choral & Instrumental Arranging	3
MU 430	Introduction to World Music	3
MU 450	Vocal Literature	1
MU 460	Keyboard Literature	1
MU 470	Choral Literature	1
MU 480	Instrumental Literature	1
MU xxx	Applied Composition	7

**Instrumental Music (Select 12 Credits)**

MU 220	Philosophy of Christian Music	3
MU 223	Brass Methods & Materials	1
MU 224	Woodwind Method & Materials	1
MU 325	String Methods	1
MU 326	Percussion Methods	1
MU 411	Conducting 3	2
MU 422	Choral & Instrumental Arranging	3
MU 480	Instrumental Literature	1
MU xxx	Applied Instrumental	1

**Piano (Select 12 Credits)**

MU 220	Philosophy of Christian Music	3
MU 312	Piano Pedagogy	2
MU 440	Accompanying & Service Playing	2
MU 460	Keyboard Literature	1
MU xxx	Applied Piano	5

**Music Recording & Production Technology (Select 12 Credits)**

COM 331	Audio Production	3
COM 332	Multi-Track Production	3
MU 220	Philosophy of Christian Music	3
MU 421	Contemporary Christian Music	
	Arranging and Directing	2
MU 426	Survey of Music Business & Technology	3
MU 499	Directed Studies	1-4

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS** **128**

## Nursing Program Cooperative with Clarkson College

### Program Advisor:

K.C. Pullen, RN

This program is based on an articulation agreement with Clarkson College in Omaha, Nebraska.

Upon graduation, students are prepared to practice collaboratively with colleagues in other disciplines in a variety of settings. Practical Nursing graduates are eligible to sit for the National Council Licensure Examination (NCLEX-PN) for Practical Nurses. Graduates, upon successful completion of the NCLEX-PN, will be able to articulate into programs of study leading to licensure as a registered nurse.

Any student matriculating at Grace University into this cooperative program is considered a Clarkson College student, providing that the student meets the standardized testing and required high school courses stipulated by Clarkson College. Grace University provides Clarkson College with appropriate admissions related documentation upon formal acceptance into the program for admissions planning purposes and program management.

In this cooperative program the Practical Nursing Diploma is granted by Clarkson College, and the Associate of Arts degree is granted by Grace University upon 1) the positive recommendation by the faculties of both institutions and 2) successful completion of both program requirements (including payment of fees to both institutions).

Graduates are considered alumni of both institutions. Any and all documentation and/or attestations required for state licensing requirements within the profession of nursing are coordinated by Clarkson College. Student tuition and fees are paid by the student directly to the respective institution based on each institution's tuition and fee structure.

### Objectives

The student who completes this program should be able to:

1. Demonstrate the ability to operationalize nursing as the human science of caring at the practical nurse level.
2. Fulfill the objectives of Grace University's Biblical Studies Division.
3. Fulfill the objectives of Grace University's General Education Division

### Biblical/Theological Requirements 17

BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2

### General Education Requirements 26

IT 095	Microsoft Office Basics	0
BI 120 CC	Basic Nutrition Science	2
BI 211 CC	Anatomy	4
EN 101	College Composition I	3
HC 102 CC	Health Care Communications (IT Requirement)	3
HU 323	Worldviews or	
HU 414	Ethics	3
PE 101	Orientation to Total Fitness	2
PY 200 CC	Human Development	3
SP 120	Oral Communications	3
SS xxx	Social Science Elective	3

### Professional Requirements 36

NUR 100 CC	Drug Calculations	1
NUR 110 CC	Medical-Surgical Nursing	6
NUR 120 CC	Health Care of Women	6
NUR 130 CC	Medical Surgical Nursing II	9
NUR 140 CC	Medical Surgical Nursing III	5
NUR 150 CC	Pediatrics: Health Care Needs and Common Acute Incidents	4
NUR 160 CC	Medical Surgical Nursing IV	5

### S.L.T. & Grace L.I.F.E. Requirements

4 semesters each

### TOTAL HOURS 79

*Course numbers followed by CC indicate courses taken at Clarkson College. Descriptions for courses taken at Clarkson College can be obtained by contacting: Clarkson College; 101 S. 42nd St.; Omaha, NE 68131; 1-800-647-5500; www.clarksoncollege.edu.*

## BIBLE/NURSING (BS)

This program is based on an articulation agreement with Clarkson College in Omaha, Nebraska.

The program design meets current licensing requirements as a “Registered Nurse” within the State of Nebraska, and complies with appropriate nursing care training standards as defined by Clarkson College and its professional accreditation. Any student matriculating at Grace University into this cooperative program is considered a Clarkson College student, providing that the student meets the standardized testing and required high school courses stipulated by Clarkson College.

Grace University provides Clarkson College with appropriate admissions related documentation upon formal acceptance into the program for admissions planning purposes and program management.

While the program is cooperative, the Bachelor of Science degree in Biblical Studies and Nursing is granted by Grace University upon 1) the positive recommendation by the faculties of both institutions and 2) successful completion of all program requirements (including payment of fees to both institutions). Graduates are considered alumni of both institutions.

Any and all documentation and/or attestations required for state licensing requirements within the profession of nursing are coordinated by Clarkson College. Student tuition and fees are paid by the student directly to the respective institution based on each institution’s tuition and fee structure.

### Objectives

The student who completes this program should be able to:

1. demonstrate proficiency in the professional field of nursing as established by Clarkson College.
2. fulfill the objectives of Grace University’s Biblical Studies Division.
3. fulfill the objectives of Grace University’s General Education Division

### Biblical/Theological Requirements 30

BS 101	Old Testament Survey	4
BS 102	New Testament Survey(BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 316	Genesis	3
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible or	
TH xxx	Theology courses	7
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2

### General Education Requirements 52

IT 095	Microsoft Office Basics	0
BI 120 CC	Basic Nutrition Science	2
BI 121 CC	Therapeutic Nutrition	1
BI 207 CC	Pathophysiology	3
BI 210 CC	Microbiology	4
BI 211 CC	Anatomy	4
BI 213 CC	Physiology	4
CH 120 CC	Biochemistry	4
EN 101	College Composition I	3
HC 102 CC	Health Care Communications (IT Requirement)	3
HC 315 CC	Issues in Healthcare	2
HU 414	Ethics	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose one P.E. course	1
PSY 101	General Psychology	3
PSY 211	Child Development	3
SP 120	Oral Communications	3
SS 222	Principles of Sociology	3
SS 400	Senior Integration	1

### Professional Requirements 69

NS 110 CC	World of Professional Nursing	2
NS 120 CC	Basic Nursing Skills	2
NS 121 CC	Basic Nursing Skills Clinical	2
NS 200 CC	Drug Calculations	1
NS 206 CC	Pharmacology	3
NS 210 CC	Professional Nurse Caring Seminar	1
NS 230 CC	Health Assessment	2
NS 231 CC	Health Assessment Clinical	2
NS 250 CC	Professional Nurse Caring w/Adults I	4
NS 251 CC	Professional Nurse Caring w/Adults I Clinical	4
NS 309 CC	Scientific Investigation in Health Care	3
NS 310 CC	Professional Nurse Caring Seminar II	1
NS 330 CC	Professional Nurse Caring-Mental Health	3
NS 331 CC	Professional Nurse Caring-Mental Health Clinical	4
NS 350 CC	Professional Nurse Caring w/Adult II	4
NS 351 CC	Professional Nurse Caring w/Adults II Clinical	4
NS 410 CC	Professional Nurse Caring Seminar III	1
NS 430 CC	Professional Nurse Caring w/Families	2
NS 431 CC	Professional Nurse Caring w/Families Clinical	2
NS 440 CC	Professional Nurse Caring w/Maternal/Child	4
NS 441 CC	Professional Nurse Caring w/Maternal/Child Clinical	4
NS 450 CC	Professional Nurse Caring in Public Health	2

NS 451 CC	Professional Nurse Caring in Public Health Clinical	2
NS 460 CC	Professional Nurse Caring w/People having multi-system disorders	3
NS 464 CC	Professional Nurse Leadership/Management	3
NS 465 CC	Professional Nurse Leadership/ Management of people w/Multi Systems Disorders Clinical Application	4

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS** **151**

*Course numbers followed by CC indicate courses taken at Clarkson College. Descriptions for courses taken at Clarkson College can be obtained by contacting: Clarkson College; 101 S. 42nd St.; Omaha, NE 68131; 1-800-647-5500; [www.clarksoncollege.edu](http://www.clarksoncollege.edu).*

## Psychology Program

### Program Director:

C. James Santoro, M.A.

The psychology major is an academic discipline which applies the scientific method to the study of human behavior. There is a long tradition of theories and research investigation into these concerns. There is also an on-going tradition of examining this psychological knowledge base from a biblical perspective. This major provides the student an opportunity to study a wide variety of psychological topics from a Christian world view perspective. Each student will learn the basic skills to allow them to access the professional literature and to understand the research process. Students will become skilled at being able to critically think and communicate about psychological topics.

The psychology major is designed with considerable flexibility for the student. There are basic core classes required for each student, complemented with a diverse selection of classes to fulfill the degree requirements. This degree is also designed to prepare the student for entry into a graduate program, such as Grace University's Counseling program. For those students who do not choose to pursue graduate study, a career may develop in welfare work, business, church work, or any area where psychological/relational skills training is beneficial.

### Optional Program of Study

The Psychology major makes available to students additional training in Drug and Alcohol Counseling. The State of Nebraska states that those individuals who have met the requirements for the drug and alcohol counseling certification may apply for a provisional drug and alcohol license. For those students interested in pursuing the Drug and Alcohol Abuse Counseling option, the student must have met the above requirements and successfully completed the following required courses:

- PSY 211 Child Development
- PSY 212 Adult Development
- PSY 305 Multicultural Psychology
- PSY 401 Professional Ethics and Issues (1 hour)
- PSY 411 Theories of Psychology and Psychotherapy
- PSY 412 Group Dynamics
- PSY 473 Alcohol/Drug Assessment, Case Planning and Management (2 hours)
- PSY 475 Medical and Psychosocial Aspects of Alcohol/Drug Use, Abuse and Addiction (3 hours)
- PSY 477 Clinical Treatment Issues in Chemical Dependency (2 hours)

### Objectives

The student who completes the psychology program should be able to:

1. demonstrate a general understanding of human behavior, their strengths and problems and overall general functioning;
2. demonstrate the skills necessary to evaluate psychological knowledge in light of a Christian worldview, and demonstrate an ability to apply that knowledge across different cultural spectrums;
3. demonstrate skills at accessing the vast body of psychological literature. Students will demonstrate an ability to write papers in an APA format, formulate research questions, and generate, develop and deliver research proposals;
4. fulfill the objectives of the Biblical Studies Division; and
5. fulfill the objectives of the General Studies Division.

<b>Biblical/Theological Requirements</b>	<b>33</b>
BS 101 Old Testament Survey	4
BS 102 New Testament Survey (BS 102 C)	4
BS 103 Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110 Evangelism and Spiritual Life	2
BS/TH Choose Bible/Theology electives	6
TH 203 Theology of Church Mission	2
TH 301 Theology 1	3
TH 302 Theology 2	3
TH 310 Integrated Courses	6
<b>General Education Requirements</b>	<b>42</b>
IT 095 Microsoft Office Basics	0
EN 101 College Composition I	3
EN 102 Choose Creative Writing or	
EN 103 College Composition II	3
HU 221 Choose Introduction to Philosophy or	
HU 323 Worldviews	3
HU xxx Choose a Literature course	3
HU xxx Choose an Art or	
MU xxx Music course	3
MA 211 Statistics	3
PE 101 Orientation to Total Fitness	2
PE xxx Choose two P.E. courses	2
PSY 101 General Psychology*	3
SCI xxx Choose a Science course	3
SP 120 Oral Communications	3
SS 101 Freshman Seminar	1
SS 204 Introduction to Social Science	
Research Methods (IT Requirement)	3
SS 400 Senior Integration	1
SS xxx Choose a Social Science sequence	3
SS 231 Church History	3
<b>Professional Requirements</b>	<b>53</b>
BU 300 Principles of Leadership and Management	2
CE 303 Fundamentals of Instruction and Mentoring	2
PSY 201 Interpersonal Communication	3
PSY 401 Professional Ethics and Issues	1
PSY 410 Spiritual Issues in Counseling	3
PSY 468 Practicum	2
PSY 490 Senior Seminar	2
PSY xxx Choose Psychology courses and/or related fields	29
XX xxx Choose electives based on personal interest	9
<b>S.L.T. &amp; Grace L.I.F.E. Requirements</b>	
8 semesters each	
<b>TOTAL HOURS</b>	<b>128</b>

\* Students interested in pursuing a Psychology major must earn a grade of C or better in PSY 101 General Psychology in order to continue in the program. Students that receive a D or F must retake the course prior to taking other required Psychology courses.

## Teacher Education Program

### Program Director:

Susan E. Alford, M.S.

This program is designed for students who desire to teach in public schools or private schools. Because of the growing Christian school movement and its need for teachers who have developed a Christian philosophy of education and have integrated their knowledge of the Bible with professional and general knowledge subjects, Grace University launched this program in 1998. Grace also recognized that qualified Christians can have a significant impact on society by serving as educators in other educational settings such as private sectarian or religious schools or public education.

The Teacher Education program offers a Bachelor of Science degree with majors in both Bible and Teacher Education. The program has standard approval status with the Nebraska Department of Education. The goal of the program is to prepare educators in defined areas of endorsement who meet the certification requirements of the Nebraska Department of Education as well as the Association of Christian Schools International (ACSI).

### TEACHER CERTIFICATE AND ENDORSEMENT AREAS

The State of Nebraska requires that professional educators in Nebraska public and private school systems hold a valid teaching certificate from the Nebraska Department of Education. Each certificate indicates one or more endorsement areas. There are several different categories of certificates and endorsements. Of primary importance to individuals considering a career in teacher education are the types of endorsements available. These endorsements include:

#### Field

Field means two or more subjects, which considered as a single area of study, represents a wider or broader scope than that of a subject.

#### Subject

Subject means a specific course or narrow range of courses taught and offered in a school.

#### Administrative

Administrative is supervisory in nature; endorsements such as a curriculum director, principal, or superintendent are within this category.

#### Supplemental

Supplemental means an endorsement that exists by itself on a certificate but is added to a certificate only in the presence of other endorsements.

#### Special Services Counseling

Special Services Counseling means endorsements in areas of specialization such as speech pathologists, school nurse, and school psychologist.

Grace University's Teacher Education program is designed to meet endorsement requirements in the following areas:

#### Field Endorsements:

Elementary Education/ESL (K-6)  
Mathematics (7-12)  
Middle School/ESL (4-9)  
Music (K-12)  
Social Science (7-12)

#### Subject Endorsements:

Basic Business (7-12)  
English (7-12)  
History (7-12)  
Instrumental Music (K-6) or (7-12)  
Religious Education (K-12)  
Vocal Music (K-6) or (7-12)

#### Supplemental Endorsements:

Coaching (7-12)  
English as a Second Language (K-12) \*

### TEACHER EDUCATION PHILOSOPHY AND OBJECTIVES

In order to maintain the highest standards in competency for our graduates, the Grace University Teacher Education Program is designed as a competency-based, portfolio-oriented professional teacher education program. By this, we mean that satisfactorily completing of a set of courses will not automatically mean the graduate is qualified for teacher certification. Grace University requires that each professional educator demonstrate competency within the appropriate endorsement requirements, and evidence of that competency (as defined by the Teacher Education faculty) must be included in the graduate's portfolio for review prior to the University's Certification Officer submitting appropriate paperwork to the Nebraska Department of Education and the Association of Christian Schools International for appropriate certification. Program objectives and requirements are derived from principles established by the Interstate New Teacher Assessment and Support Consortium (INTASC), the Nebraska Department of Education requirements as specified in 92 NAC 20-24, and the Association of Christian Schools International (ACSI) requirements for teacher certification.

The educational objectives for the Teacher Education program are as follows. Students who complete the program should be able to:

1. Demonstrate an understanding of and appreciation of the philosophy, history, and operation of the private and public school, especially of the private Christian school.
2. Demonstrate proficiency in the subject areas in which one will be instructing students.
3. Show familiarity with current curriculum, methods, and materials essential for a new teacher within the scope of the teacher's endorsement area.
4. Demonstrate the necessary teaching strategies and skills, management techniques, and personal attitudes normally expected



of a successful new teacher consistent with the 10 Principles of Assessment established by INTASC.

5. Demonstrate an understanding of, a concern for, and a desire to teach students.
6. Fulfill the objectives of the Biblical Studies Division.
7. Fulfill the objectives of the General Education Division.
8. Fulfill the objectives of the Leadership Core components of the Professional Studies Division either through Leadership Core courses or through Teacher Education courses that accomplish the objectives.

### **POLICY ON HUMAN RELATIONS AND MULTICULTURAL EDUCATION**

Grace University is committed to preparing teachers to serve effectively in cross-cultural and multi-cultural settings with the United States and around the world. Critical to this preparation for new teachers is (1) an understanding of human relations in our pluralistic world, (2) an understanding of personal and cultural biases, and (3) an understanding of how human biases impact a community and its educational processes. In this context and consistent with the institution's mission, Grace is committed to multi-ethnic and cross-cultural educational opportunities welcoming normally acceptable diversity. This program is therefore open to Christians without regard to race, color, ethnic origin, disability, or socioeconomic status, and seeks to maintain compliance with Nebraska law.

### **TEACHER EDUCATION PROGRAM ADMISSIONS REQUIREMENTS**

In addition to general University admission requirements, the Teacher Education Program has five additional program admissions requirements pursuant to 92 NAC 23. These additional requirements are:

1. Overall grade point average of at least 2.5 on a 4.0 scale with at least 30 semester hours attempted. A "C" or above must be earned in all professional coursework.
2. Minimum acceptable scores on the basic skills test approved by the Nebraska Department of Education. The acceptable test is the Pre Professional Skills Test (PPST). Satisfactory scores for the PPST include a 170 on the reading component, 171 on the mathematics component, and 172 on the writing component.
3. Recommendations by two faculty members who are in a position to assess the student's potential as a prospective teacher.
4. Evidence of proficiency in English and Mathematics as indicated by a grade of "C" or above in college level courses or scores at or above the fiftieth percentile on the English or Mathematics sections of the ACT.

5. 92 NAC 20 requires that the following regulations and appeal process be in effect:

#### **Nebraska Felony and Misdemeanor Policy**

All teacher education institutions shall require the prospective student teacher to affirm under oath that he or she has no felony convictions of any kind nor any misdemeanor convictions involving abuse, neglect, or sexual misconduct.

A person with a conviction as indicated in the rule shall not be allowed to participate in pre-student teaching field, laboratory, and classroom experiences, or student teaching without approval by the Commissioner or the Board.

The affirmation under oath that the student has no felony convictions or any misdemeanors involving abuse, neglect, or sexual misconduct must be established in the student file prior to participation in any pre-student teaching field, laboratory, and classroom experiences, or student teaching.

In compliance with this rule, the following Grace University policies are in effect:

- No student will be allowed to participate in pre-student teaching field, laboratory, and classroom experiences, or student teach until a notarized oath as described in the teacher education handbook has been presented to the program director.
- No student will be admitted into the teacher education program until all five of the criteria for program admission are fulfilled.

After consideration by the Teacher Education Committee, the applicant will be approved or disapproved for admission to the Teacher Education program. Approved applicants and their advisors will be notified by letter from the Teacher Education Committee. Applicants not approved for admission to the Teacher Education program and their advisors will be notified of the reasons for disapproval by the committee. Applicants may appeal the decision of the committee before the University's Dean Council.

#### **Mental and Emotional Incapacity Disqualification from Admission**

Any person who has been determined to have a mental or emotional incapacity to practice the profession as evidenced by a legal adjudication or determination thereof or by other lawful means are denied certification by the Department of Education and are not allowed to practice in pre-student teaching field, laboratory, or classroom experiences, or student teach. Appropriate evidence to determine emotional or mental capacity is as follows:

The person, at the time of consideration for admission into the teacher education program, is disqualified by a declaration or order of a mental health board in this state, or by a similar finding by a similar body in another state.

The person, at the time of consideration for admission into the teacher education program, is disqualified when a mental health professional qualified under the laws, rules, and regulations of this state has determined that the person has a significant mental illness or

emotional impairment and is an inpatient or resident in a facility for mentally ill individuals, or a similar determination has been made by similarly qualified mental health professionals in another state.

The person, at the time of consideration for admission into the teacher education program, is disqualified when a court has declared the individual mentally incompetent in regard to a standing trial for a criminal charge, or has been found by a court to have recovered from such incompetence in this state or another state.

The person, at the time of consideration for admission into the teacher education program, is disqualified when he/she has been acquitted of a criminal charge on the basis of a finding of insanity in this state or another state unless a court, subsequent to the acquittal, has found the person not dangerous to himself, herself, or others and has released the person from court ordered treatment.

The person, at the time of consideration for admission into the teacher education program is disqualified when a court has appointed a conservator or made other protective order(s) due to a court's finding that the individual is unable to manage his/her property or property affairs effectively for reasons of (a) mental illness, (b) mental deficiency, (c) chronic use of drugs, or (d) chronic intoxication in this state or another state and no court order has been entered that the disability has ceased.

#### **ACCEPTANCE OF TRANSFER CREDIT**

All students transferring into the Teacher Education program must (1) complete at least 30 semester hours at Grace University, (2) be classified as a "senior" for at least one semester, (3) satisfactorily complete student teaching under supervision of Grace University faculty, and (4) meet all program requirements in order to graduate from the Teacher Education program. Students who (1) transfer 60 or more semester hours from other approved institutions (meeting teacher education program standards of the Nebraska Department of Education within Nebraska or meeting teacher education program standards established by another state), (2) meet GPA requirements, (3) meet all regular University admissions requirements, and (4) comply with the Nebraska Felony and Misdemeanor Policy may enroll in upper division Teacher Education courses during their first semester at Grace only with the permission of the Teacher Education Program Director. Transfer students must (1) apply for admission into the program, (2) meet all program admission requirements, and (3) be admitted into the Teacher Education program before enrolling in additional Teacher Education courses beyond the first semester. Transfer students should discuss their specific needs with the Program Director.

#### **READMISSION AND PROGRAM RETENTION**

If a student who has been admitted to the Teacher Education program is suspended from the University he/she automatically is removed from the Teacher Education program. If he/she should later be readmitted to the University it is necessary for him/her to re-apply for admission to the Teacher Education program should he/she desire to pursue the Teacher Education program again. While basic skills test scores need not be resubmitted, if the student's enrollment lapses more than 365 days, it will be necessary for the student to submit a new affirmation

statement regarding the felony and misdemeanor policy. Student progress is reviewed each semester to guarantee that all students who have been admitted to the program continue to maintain the standards set at entry. If a student falls below the admission standard, or in other ways demonstrates unprofessional behavior as identified by the Teacher Education faculty, the student will be informed by the Teacher Education Program Director that he/she is being withdrawn from the program. The student may appeal this decision to the Dean's Council. If the student is removed from the Teacher Education program for any reason, it is necessary for him/her to re-apply for admission to the program.

#### **ADMISSION TO STUDENT TEACHING**

Students preparing for their student teaching experience must submit an application for student teaching two semesters prior to the student teaching term. To be eligible to enter student teaching, students must meet the following requirements:

1. The student must have official notification of acceptance into the Teacher Education program.
2. The student must have an overall grade point average of 2.5 or above on a 4.0 scale. All professional coursework must be a "C" or above.
3. The student must have a minimum of 30 hours of credit at Grace University.
4. The student must have successfully completed all practicum requirements prior to the student teaching experience.

#### **Program Scheduling**

Students scheduling course work in any endorsement area should consult the Teacher Education handbook with an assigned faculty advisor. While a theoretical schedule is designed to demonstrate completion in four years, the Teacher Education faculty recommends course work completion in four years with the student teacher experience following. Some individuals may desire a slower pace in order to maintain GPA requirements, enroll in additional elective courses, or spend time in extra-curricular activities at the University. Furthermore, in considering time commitments for any endorsement at Grace, it is important to remember that in addition to meeting normal field endorsement requirements, every graduate also meets the requirements for a Nebraska Department of Education endorsement in religious education and meets the requirements for ACSI teacher certification.

#### **Teacher Education Program Requirements**

Listed on the following pages are the Teacher Education program requirements and specific endorsement area requirements offered by Grace University designed to meet Nebraska Department of Education, Association of Christian Schools International, and Grace University academic requirements.

**BIBLE/TEACHER EDUCATION (BS) ELEMENTARY  
EDUCATION ENDORSEMENT, ESL SUPPLEMENTAL  
ENDORSEMENT**

Persons with the Elementary Education field endorsement may teach children in all elementary subjects in kindergarten through grade 6 in all schools and in grades seven through eight in self-contained classrooms.

<b>Biblical/Theological Requirements</b>		<b>30</b>
BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx or	Choose Bible or	
TH xxx	Theology electives‡	7
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2
HU 414	Ethics	3

**General Education Requirements 47**

(Students who transfer 14 or more hours of General Education are required to take Ethics or Worldviews)

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Creative Writing	3
HU 210	Introduction to Linguistics	3
HU 382	American Literature	3
MA 201	College Algebra	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PSY 211	Child Development	3
SCI 341	Principles of Biology & Lab	4
SCI 342	Physical Science	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 214	Cultural Anthropology	3
SS 331	World Civilization 1	3
SS 400	Senior Integration	1
SS 431	American Civilization 1	3
SS 432	American Civilization 2	3
	Foreign Language equivalent‡‡	

‡Students completing the summer Edge program may substitute "World's Living Religions" for a Theology elective.

‡‡Students completing the ESL Endorsement must also present evidence of competency in a foreign Language equivalent to two years of high school level or two semesters of college level.

**Professional Requirements 64**

**Teacher Education Core 20**

ED 200	*Orientation and Field Experience	2
ED 201	*Educational Psychology	3
ED 202	Classroom Management	2
ED 203	*Pluralism & Cultural Diversity	2
ED 301	*Assessment, Tests, & Measurements	2
ED 302	*Introduction to Special Education	3
ED 316	*Instructional Technology	

	(IT Requirement)	3
ED 402	History & Philosophy of Education	3

**Teacher Education Methods 28**

ED 112	*Art & Music Exploration in Elementary/Middle Schools	2
ED 212	*Health & Physical Education in Elementary/Middle Schools	2
ED 311	Teaching Literacy Arts in Elementary/Middle Schools	3
ED 312	Teaching Science in Elementary/Middle Schools	3
ED 313	Teaching Social Studies in Elementary/Middle Schools	3
ED 314	Teaching Math in Elementary/Middle Schools	3
ED 413	Diagnostic and Remedial Reading Skills	3
ED 415	*Literature for Children through Adolescence	3
ED 481	English as a Second Language Methods	3
ED 482	Assessment and Eval. Of Second. Language Learner	3

\* Enrollment in this education course is considered open enrollment and may be taken prior to formal acceptance into the Teacher Education program.

**Teacher Education Practicum Experience 16**

ED 321	Practicum in Language Arts & Social Studies	0
ED 322	Practicum in Math and Science	0
ED 421	Practicum in Literacy Development	0
ED 423	Practicum In Special Education/Art/Music/PE	0
ED 424	Student Teaching Experience	13
ED 483	English as a Second Language Practicum	3

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 140**

Notes:

1. Biblical/Theological Requirements - Studies in the Biblical Studies sequence (specifically course work focusing on Jewish history and the ancient Middle East) provide significant non-Western perspective and should be viewed in the curriculum as non-western studies.

2. Teacher Education Core - In addition to the Biblical/Theological Requirements, General Education Requirements, and Professional Requirements listed, students must complete appropriate endorsement requirements. These endorsements are designed to meet specific requirements established in 92 NCA 24. Students must also present evidence of competence in a foreign language equivalent to two years of high school level or two semesters of college level foreign language.

**BIBLE/TEACHER EDUCATION (BS)  
MATH ENDORSEMENT**

Persons with this endorsement may teach any math course in grades 7-12.

<b>Biblical/Theological Requirements</b>		<b>30</b>
BS 101	Old Testament Survey	4
BS 102	New Testament Survey.(BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible or	
TH xxx	Theology electives†	7
HU 414	Ethics	3
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2

†Students completing the summer Edge program may substitute  
 “World’s Living Religions” for a Theology elective.

<b>General Education Requirements</b>		<b>58</b>
(Students who transfer 16 or more hours of General Education are required to take Ethics or Worldviews.)		
IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Creative Writing	3
EN 103	College Composition II	3
HU 382	American Literature	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
MA 201	College Algebra*	3
MA 211	Statistics*	3
MA 245	Calculus 1*	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
PSY 101	General Psychology	3
PSY 211	Child Development	3
SCI 341	Principles of Biology & Lab	4
SCI 342	Physical Science	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 331	World Civilization 1	3
SS 332	World Civilization 2	3
SS 400	Senior Integration	1
SS 431	American Civilization 1	3
SS 432	American Civilization 2	3

\*Additional courses meet endorsement requirements.

<b>Professional Credits (Minimum number of hours)</b>		<b>60</b>
<b>Teacher Education Core</b>		<b>23</b>
ED 200	*Orientation and Field Experience	2
ED 201	*Educational Psychology	3
ED 202	Classroom Management	2
ED 203	*Pluralism & Cultural Diversity	2
ED 301	*Assessment, Tests, & Measurements	2
ED 302	*Introduction to Special Education	3
ED 315	Principles and Methods in Secondary Education	3
ED 316	*Instructional Technology (IT Requirement)	3

ED 402	History & Philosophy of Education	3
<b>Endorsement Requirements</b>		<b>33</b>
<b>(24 Non-Duplicate/9 Duplicate)</b>		
MTH 246	Calculus II	3
MTH 431	History of Mathematics	3
MTH 509	Discrete Mathematics	3
MTH 521	Geometry	3
MTH 529	Linear Algebra	3
MTH 543	Number Theory	3
MTH 562	Inferential Statistics	3
MTH 581	Abstract Algebra	3

**Endorsement Requirements that Duplicate General Education Courses**

MA 201	College Algebra	3
MA 211	Statistics	3
MA 245	Calculus	3

**Teacher Education Practicum Experience 13**

ED 300	Practicum in Education 1	0
ED 350	Practicum in Education 2	0
ED 400	Practicum in Education 3	0
ED 423	Practicum In Special Education	0
ED 424	Student Teaching	13
ED 450	Practicum in Education 4	0

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 148**

*Notes:*

1. *Biblical/Theological Requirements - Studies in the Biblical Studies sequence (specifically course work focusing on Jewish history and the ancient Middle East) provide significant non-Western perspective and should be viewed in the curriculum as non-western studies.*

2. *Teacher Education Core - In addition to the Biblical/Theological Requirements, General Education Requirements, and Professional Requirements listed, students must complete appropriate endorsement requirements. These endorsements are designed to meet specific requirements established in 92 NCA 24.*

3. *Endorsement Requirements - MA 201 College Algebra and MA 211 Statistical Methods are also counted as General Education Requirements.*

4. *Courses listed with MTH designation in cooperative agreement with Creighton University. MA course designation denotes Grace University courses.*

*\* Enrollment in this education course is considered open enrollment and may be taken prior to formal acceptance into the Teacher Education program.*

**BIBLE/TEACHER EDUCATION (BS) MIDDLE SCHOOL ENDORSEMENT/ESL ENDORSEMENT**

154-175 Minimum - dependent on Subject Area Requirements

Persons with the Middle School field endorsement may teach either: a) any and all subjects in self-contained classroom in grades 4 through 9, b) the areas of special preparation in an integrated team planning/teaching organizational pattern in grades 4 through 9, or c) the areas of special preparation in classrooms with other organizational patterns in grades 4 through 9.

<b>Biblical/Theological Requirements</b>		<b>30</b>
BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible or	
TH xxx	Theology electives†	7
HU 414	Ethics	3
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2

**General Education Requirements** **50**  
(Students who transfer 14 or more hours of General Education are required to take Ethics or Worldviews.)

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Creative Writing	3
HU 210	Intro to Linguistics	3
HU 382	American Literature	3
MA 201	College Algebra	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PSY 101	General Psychology	3
PSY 211	Child Development	3
SCI 341	Principles of Biology & Lab	4
SCI 342	Physical Science	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 331	World Civilization 1	3
SS 332	World Civilization 2	3
SS 400	Senior Integration	1
SS 431	American Civilization 1	3
SS 432	American Civilization 2	3
	Foreign Language equivalent‡	

†Students completing the summer Edge program may substitute "World's Living Religions" for a Theology elective.

‡Student completing the ESL Endorsement must also present evidence of competency in a foreign Language equivalent to two years of high school level or two semesters of college level.

<b>Professional Requirements (Hours variable dependent on subject area requirements)</b>		<b>66</b>
<b>Teacher Education Core</b>		<b>20</b>
ED 200	*Orientation and Field Experience	2
ED 201	*Educational Psychology	3

ED 202	Classroom Management	2
ED 203	*Pluralism & Cultural Diversity	2
ED 301	*Assessment, Tests, & Measurements	2
ED 302	*Introduction to Special Education	3
ED 316	*Instructional Technology (IT Requirement)	3
ED 402	History & Philosophy of Education	3

**Teacher Education Methods** **30**

ED 112	*Art & Music in Elementary/Middle Schools	2
ED 212	*Health & Physical Education in Elementary/Middle Schools	2
ED 311	Teaching Literacy in Elementary/Middle Schools	3
ED 312	Teaching Science in Elementary/Middle Schools	3
ED 313	Teaching Social Studies in Elementary/Middle Schools	3
ED 314	Teaching Math in Elementary/Middle Schools	3
ED 413	Diagnostic and Remedial Reading Skills	3
ED 415	*Literature for Children through Adolescence	3
ED 417	Middle School Educational Design & Operations	2
ED 481	English as a Sec. Lang. Methods	3
ED 482	Assessment and Eval. Of Second Language Learner	3

\* Enrollment in this education course is considered open enrollment and may be taken prior to formal acceptance into the Teacher Education program.

**Teacher Education Practicum Experience** **16**

ED 321	Practicum in Language Arts & Social Studies	0
ED 322	Practicum in Math and Science	0
ED 421	Practicum in Literacy Development	0
ED 423	Practicum In Special Ed/Art/Music/PE	0
ED 424	Student Teaching Experience	13
ED 483	English as a Second Language Practicum	3

**Middle School Endorsement Areas:**

Choose two endorsement areas with a minimum of 18 hours each.

<b>Business Education</b>		<b>19</b>
BU 100	Basic Business Keyboarding	1
BU 201	Financial Accounting	3
BU 311	Human Resource Management	3
BU 312	Principles of Marketing	3

BU 411	Management Information Systems	3
SS 201	Principles of Economics 1	3
SS 202	Principles of Economics 2	3
<b>Language Arts</b>		<b>21</b>
EN 101	College Composition I*	3
EN 102	Creative Writing*	3
EN 103	College Composition II	3
HU 382	American Literature*	3
SP 120	Oral Communications*	3
<i>Select one of the following:</i>		
HU 381	English Literature	3
HU 383	Non-Western Literature	3
<b>Mathematics</b>		<b>18</b>
MA 201	College Algebra*	3
MA 202	Calculus I*	3
MA 211	Statistics	3
MTH 509	Discrete Mathematics	3
MTH 521	Geometry	3
MTH 543	Number Theory	3
<b>Social Science</b>		<b>18</b>
PSY 101	General Psychology*	3
SS 214	Cultural Anthropology	3
SS 331	World Civilization 1*	3
SS 332	World Civilization 2*	3
SS 431	American Civilization 1*	3
SS 432	American Civilization 2*	3
<b>Science</b>		<b>18</b>
SCI 341	Principles of Biology & Lab	4
SCI 342	Physical Science	3
SCI 345	Ecology and Resource Conservation	3
BI 211	Anatomy (Clarkson College)	4
BI 213	Physiology (Clarkson College)	4
<i>*See General Education Requirements</i>		
<b>S.L.T. &amp; Grace L.I.F.E. Requirements</b>		
8 semesters each		
<b>TOTAL HOURS</b>		<b>Varies</b>

*Note:*

1. *Biblical/Theological Requirements - Studies in the Biblical Studies sequence (specifically course work focusing on Jewish history and the ancient Middle East) provide significant non-western perspective and should be viewed in the curriculum as non-western studies.*

2. *Professional Requirements (Teacher Education Core) – In addition to the Biblical/Theological requirements, General Education Requirements, and Professional Requirements listed, student must complete appropriate endorsement requirements. These endorsements are designed to meet specific requirements established in 92 NCA 24.*

3. *Subject Area Requirements 9 to 39 depending on subject area. (Representing at least two different categories, i.e.: Fine arts, Humanities, Social Science)*

*Subject Area #1 minimum 18 s.h.*

*Subject Area #2 minimum 18 s.h.*

4. *Courses listed with MTH designation in cooperative agreement with Creighton University. MA course designation denotes Grace University courses.*

**BIBLE/TEACHER EDUCATION (BS)  
MUSIC FIELD ENDORSEMENT**

Persons with this endorsement may teach vocal and instrumental music in kindergarten through grade 12.

<b>Biblical/Theological Requirements</b>			<b>30</b>
BS 101	Old Testament Survey	4	
BS 102	New Testament Survey (BS 102 C)	4	
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3	
BS 110	Evangelism and Spiritual Life	2	
BS 406	Romans (BS 406 C)	3	
BS xxx	Choose Bible or		
TH xxx	Theology electives	7	
HU 414	Ethics	3	
TH 200	Survey of Theology	2	
TH 203	Theology of Church Mission	2	
<b>General Education Requirements</b>			<b>40</b>
IT 095	Microsoft Office Basics	0	
EN 101	College Composition I	3	
EN 102	Creative Writing	3	
HU 382	American Literature	3	
HU 414	Ethics	3	
HU/MU xxx	Art/Music Requirement in Professional Area	0	
MA 201	Choose College Algebra or		
MA 211	Statistics	3	
PE 101	Orientation to Total Fitness	2	
PE xxx	Choose twp P.E. courses	2	
PSY 101	General Psychology	3	
PSY 211	Child Development	3	
SCI 341	Principles of Biology & Lab	4	
SP 120	Oral Communications	3	
SS 101	Freshmen Seminar	1	
SS 400	Senior Integration	1	
SS xxx	Choose a Social Science sequence	6	
<b>Professional Requirements</b>			<b>85</b>
<b>Teacher Education Core</b>			<b>18</b>
ED 200	*Orientation and Field Experience	2	
ED 201	*Educational Psychology	3	
ED 202	Classroom Management	2	
ED 203	*Pluralism & Cultural Diversity	2	
ED 302	*Introduction to Special Education	3	
ED 316	*Instructional Technology (IT Requirement)	3	
ED 402	History & Philosophy of Education	3	
<b>Teacher Education Methods</b>			<b>54</b>
ED 214	*Elementary & Middle School Music Methods in Education	2	
MU P080	Basic Piano Fundamentals Class	1	
MU P090	Basic Piano Fundamentals Class	1	
MU P101	Applied Piano	1	
MU P102	Applied Piano	1	
MU 010-080	Performance Hour	0	
MU 121	Comprehensive Musicianship 1	4	

MU 122	Comprehensive Musicianship 2	4
MU 221	Comprehensive Musicianship 3	4
MU 222	Comprehensive Musicianship 4	4
MU 223	Brass Methods & Materials	1
MU 224	Woodwind Method & Materials	1
MU 230	Choral Methods & Materials	2
MU 313	Conducting 1	2
MU 314	Conducting 2	2
MU 325	String Methods & Materials	1
MU 326	Percussion Methods & Materials	1
MU 330	Band Methods & Materials	2
MU 335	Survey of Music History & Literature 1	3
MU 336	Survey of Music History & Literature 2	3
MU 412	Senior Recital	1
MU 422	Choral & Instrumental Arranging	3
MU xxx	Ensemble options	6
MU xxx	Applied Music	4

<b>Teacher Education Practicum Experience</b>			<b>13</b>
ED 300	Practicum in Education 1	0	
ED 350	Practicum in Education 2	0	
ED 400	Practicum in Education 3	0	
ED 423	Practicum In Special Education	0	
ED 424	Student Teaching Experience	13	
ED 450	Practicum in Education 4	0	

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS** **155**

*Note:*

1. *Biblical/Theological Requirements - Studies in the Biblical Studies sequence (specifically course work focusing on Jewish history and the ancient Middle East) provide significant non-western perspective and should be viewed in the curriculum as non-western studies.*

2. *Professional Requirements (Teacher Education Core) – In addition to the Biblical/Theological requirements, General Education Requirements, and Professional Requirements listed, student must complete appropriate endorsement requirements. These endorsements are designed to meet specific requirements established in 92 NCA 24.*

*\* Enrollment in this education course is considered open enrollment and may be taken prior to formal acceptance into the Teacher Education program.*

**BIBLE/TEACHER EDUCATION (BS)  
SOCIAL SCIENCE ENDORSEMENT**

Persons with this endorsement may teach any social science course in grades 7 through 12.

<b>Biblical/Theological Requirements</b>		<b>30</b>
BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible or	
TH xxx	Theology electives	7
HU 414	Ethics	3
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2

<b>General Education Requirements</b>		<b>58</b>
IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Creative Writing	3
EN 103	College Composition II	3
HU 382	American Literature	3
HU 414	Ethics	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
MA 201	College Algebra	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
PSY 101	General Psychology	3
PSY 211	Child Development	3
SCI 341	Principles of Biology & Lab	4
SCI 342	Physical Science	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 331	World Civilization 1	3
SS 332	World Civilization 2	3
SS 400	Senior Integration	1
SS 431	American Civilization 1	3
SS 432	American Civilization 2	3

**Professional Requirement 78**

<b>Teacher Education Core</b>		<b>23</b>
ED 200	*Orientation and Field Experience	2
ED 201	*Educational Psychology	3
ED 203	*Pluralism & Cultural Diversity	2
ED 206	Classroom Management in Middle and Secondary Schools	2
ED 301	*Assessment, Tests, & Measurements	2
ED 302	*Introduction to Special Education	3
ED 315	Principles and Methods in Secondary Education	3
ED 316	*Instructional Technology (IT Requirement)	3
ED 402	History & Philosophy of Education	3

**Endorsement Requirements**

**(42 Non-Duplicate/17 Duplicate)**

HU 321	World's Living Religions	3
PSY 101	General Psychology	3
PSY 302	Theories of Personality	3
SS 101	Freshmen Seminar	1
SS 201	Principles of Economics 1	3
SS 202	Principles of Economics 2	3
SS 203	Discovering Geography	3
SS 214	Cultural Anthropology	3
SS 222	Principles of Sociology	3
SS 231	Church History (SS 231 C)	3
SS 232	African-American History	3
SS 303	Physical Geography	3
SS 331	World Civilization 1	3
SS 332	World Civilization 2	3
SS 333	An Introduction to American Politics	3
SS 400	Senior Integration	1
SS 431	American Civilization 1	3
SS 432	American Civilization 2	3
SS 433	American Government	3
SS xxx	Choose Social Science electives	6

**Teacher Education Practicum Experience 13**

ED 300	Practicum in Education 1	0
ED 350	Practicum in Education 2	0
ED 400	Practicum in Education 3	0
ED 423	Practicum In Special Education	0
ED 424	Student Teaching Experience	13
ED 450	Practicum in Education 4	0

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 166**

*Note:*

1. *Biblical/Theological Requirements - Studies in the Biblical Studies sequence (specifically course work focusing on Jewish history and the ancient Middle East) provide significant non-western perspective and should be viewed in the curriculum as non-western studies.*

2. *Professional Requirements (Teacher Education Core) – In addition to the Biblical/Theological requirements, General Education Requirements, and Professional Requirements listed, student must complete appropriate endorsement requirements. These endorsements are designed to meet specific requirements established in 92 NCA 24.*

*\* Enrollment in this education course is considered open enrollment and may be taken prior to formal acceptance into the Teacher Education program.*

**BIBLE/TEACHER EDUCATION (BS) BASIC BUSINESS ENDORSEMENT**

Persons with this endorsement may teach basic business courses in grades 7 through 12.



<b>Biblical/Theological Requirements</b>		<b>30</b>
BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible or	
TH xxx	Theology electives†	7
HU 414	Ethics	3
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2

†Students completing the summer Edge program may substitute “World’s Living Religions” for a Theology elective.

<b>General Education Requirements</b>		<b>55</b>
(Students who transfer 15 or more hours of General Education are required to take Ethics or Worldviews.)		
EN 101	College Composition I	3
EN 102	Creative Writing	3
EN 103	College Composition II	3
HU 382	American Literature	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
IT 095	Microsoft Office Basics	0
MA 201	College Algebra	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. electives	2
PSY 101	General Psychology	3
PSY 211	Child Development	3
SCI 341	Principles of Biology & Lab	4
SCI 342	Physical Science	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 331	World Civilization 1	3
SS 332	World Civilization 2	3
SS 400	Senior Integration	1
SS 431	American Civilization 1	3
SS 432	American Civilization 2	3

**Professional Requirements 70**

<b>Teacher Education Core</b>		<b>23</b>
ED 200	*Orientation and Field Experience	2
ED 201	*Educational Psychology	3
ED 203	*Pluralism & Cultural Diversity	2
ED 206	Classroom Management in Middle and Secondary Schools	2
ED 301	*Assessment, Tests, & Measurements	2
ED 302	*Introduction to Special Education	3

ED 315	Principles and Methods in Secondary Education	3
ED 316	*Instructional Technology (IT Requirement)	3
ED 402	History & Philosophy of Education	3

**Endorsement Requirements 34**

BU 100	Basic Business Keyboarding	1
BU 201	Financial Accounting	3
BU 302	Organizational Behavior	3
BU 311	Human Resource Management	3
BU 312	Principles of Marketing	3
BU 401	Business Law	3
BU 411	Management Information Systems	3
BU 412	Entrepreneurship and Small Business	3
BU 422	Production and Operations Management	3
IT 101	Introduction to Basic Computing (IT 101 C)	3
SS 201	Principles of Economics 1	3
SS 202	Principles of Economics 2	3

**Teacher Education Practicum Experience 13**

ED 300	Practicum in Education 1	0
ED 350	Practicum in Education 2	0
ED 400	Practicum in Education 3	0
ED 423	Practicum In Special Education	0
ED 424	Student Teaching Experience	13
ED 450	Practicum in Education 4	0

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 159**

Note:

1. *Biblical/Theological Requirements - Studies in the Biblical Studies sequence (specifically course work focusing on Jewish history and the ancient Middle East) provide significant non-western perspective and should be viewed in the curriculum as non-western studies.*

2. *Professional Requirements (Teacher Education Core) – In addition to the Biblical/Theological requirements, General Education Requirements, and Professional Requirements listed, student must complete appropriate endorsement requirements. These endorsements are designed to meet specific requirements established in 92 NCA 24.*

*\* Enrollment in this education course is considered open enrollment and may be taken prior to formal acceptance into the Teacher Education program.*

**BIBLE/TEACHER EDUCATION (BS)  
ENGLISH SUBJECT ENDORSEMENT**

Persons with this endorsement may teach writing, language, and literature in grades 7 through 12.

<b>Biblical/Theological Requirements</b>		<b>30</b>
BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible or	
TH xxx	Theology electives	7
HU 414	Ethics	3
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2

**General Education Requirements 55**  
(Students who transfer 15 or more hours of General Education are required to take Ethics or Worldview.)

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Creative Writing	3
EN 103	College Composition II	3
HU 382	American Literature	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
MA 201	College Algebra	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
PSY 101	General Psychology	3
PSY 211	Child Development	3
SCI 341	Principles of Biology & Lab	4
SCI 342	Physical Science	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 331	World Civilization 1	3
SS 332	World Civilization 2	3
SS 400	Senior Integration	1
SS 431	American Civilization 1	3
SS 432	American Civilization 2	3

**Professional Requirements (minimum) 59**

<b>Teacher Education Core</b>		<b>23</b>
ED 200	*Orientation and Field Experience	2
ED 201	*Educational Psychology	3
ED 202	Classroom Management	2
ED 203	*Pluralism & Cultural Diversity	2
ED 301	*Assessment, Tests, & Measurements	2
ED 302	*Introduction to Special Education	3
ED 315	Principles and Methods in Secondary Education	3
ED 316	*Instructional Technology (IT Requirement)	3
ED 402	History & Philosophy of Education	3

**Endorsement Requirements (23 Non-Duplicate/18 Duplicate) 41**

COM 412	Human Communication and Rhetoric	3
ED 315	Principles and Methods in Secondary Education	3
ED 415	*Literature for Children through Adolescence	3
EN 113	Interpretive Writing Evaluation	2
EN 102	Creative Writing	3
HU 210	Introduction to Linguistics	3
HU 310	Literature of the Bible	3
HU 320	Survey of the Christian Writings of C.S. Lewis	3
HU 381	English Literature	3
HU 383	Non-Western Literature	3

**Endorsement Requirements that Duplicate General Education Courses**

EN 101	College Composition I	3
EN 102	Creative Writing	3
EN 103	College Composition II	3
HU 382	American Literature	3
SP 120	Oral Communications	3

**Teacher Education Practicum Experience 13**

ED 300	Practicum in Education 1	0
ED 350	Practicum in Education 2	0
ED 400	Practicum in Education 3	0
ED 423	Practicum In Special Education	0
ED 424	Student Teaching Experience	13
ED 450	Practicum in Education 4	0

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 148**

*Note:*

1. *Biblical/Theological Requirements - Studies in the Biblical Studies sequence (specifically course work focusing on Jewish history and the ancient Middle East) provide significant non-western perspective and should be viewed in the curriculum as non-western studies.*

2. *Professional Requirements (Teacher Education Core) – In addition to the Biblical/Theological requirements, General Education Requirements, and Professional Requirements listed, student must complete appropriate endorsement requirements. These endorsements are designed to meet specific requirements established in 92 NCA 24.*

*\* Enrollment in this education course is considered open enrollment and may be taken prior to formal acceptance into the Teacher Education program.*

**BIBLE/TEACHER EDUCATION (BS)  
INSTRUMENTAL MUSIC ENDORSEMENT**

Persons with this endorsement may teach instrumental music in kindergarten through 6 grade or 7 through 12 grade.

**Biblical/Theological Requirements 30**

BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible or	
TH xxx	Theology electives	7
HU 414	Ethics	3
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2

**General Education Requirements 40**

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Creative Writing	3
HU 382	American Literature	3
HU 414	Ethics	3
HU/MU xxx	Art/Music Requirement in Professional Area	0
MA 201	Choose College Algebra or	
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
PSY 101	General Psychology	3
PSY 211	Child Development	3
SCI 341	Principles of Biology & Lab	4
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 400	Senior Integration	1
SS xxx	Choose a Social Science sequence	6

**Professional Requirements 75**

**Teacher Education Core 21**

ED 200	*Orientation and Field Experience	2
ED 201	*Educational Psychology	3
ED 203	*Pluralism & Cultural Diversity	2
ED 301	*Assessment, Tests, & Measurements	2
ED 302	*Introduction to Special Education	3
ED 315	Principles and Methods in Secondary Education	3
ED 316	*Instructional Technology (IT Requirement)	3
ED 402	History & Philosophy of Education	3

**Teacher Education Methods 41**

ED 214	*Elementary & Middle School Music Methods in Education	2
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MU P080	Basic Piano Fundamentals Class	1
MU P090	Basic Piano Fundamentals Class	1
MU P101	Applied Piano	1
MU P102	Applied Piano	1
MU 010-080	Performance Hour	0
MU 121	Comprehensive Musicianship 1	4
MU 122	Comprehensive Musicianship 2	4
MU 161	Concert Band	1
MU 162	Concert Band	1
MU 223	Brass Methods & Materials	1
MU 224	Woodwind Method & Materials	1
MU 313	Conducting 1	2
MU 314	Conducting 2	2
MU 325	String Methods & Materials	1
MU 326	Percussion Methods & Materials	1
MU 330	Band Methods & Materials	2
MU 335	Survey of Music History & Literature 1	3
MU 336	Survey of Music History & Literature 2	3
MU 422	Choral & Instrumental Arranging	3
MU 460	Keyboard Literature	1
MU 480	Instrumental Literature	1
MU xxx	Applied Music	4

**Teacher Education Practicum Experience 13**

ED 300	Practicum in Education 1	0
ED 350	Practicum in Education 2	0
ED 400	Practicum in Education 3	0
ED 423	Practicum In Special Education	0
ED 424	Student Teaching Experience	13
ED 450	Practicum in Education 4	0

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 145**

*Note:*

1. *Biblical/Theological Requirements - Studies in the Biblical Studies sequence (specifically course work focusing on Jewish history and the ancient Middle East) provide significant non-western perspective and should be viewed in the curriculum as non-western studies.*

2. *Professional Requirements (Teacher Education Core) – In addition to the Biblical/Theological requirements, General Education Requirements, and Professional Requirements listed, student must complete appropriate endorsement requirements. These endorsements are designed to meet specific requirements established in 92 NCA 24.*

*\* Enrollment in this education course is considered open enrollment and may be taken prior to formal acceptance into the Teacher Education program.*

**BIBLE/TEACHER EDUCATION (BS) RELIGIOUS EDUCATION ENDORSEMENT**

Completion of the Biblical Studies Division requirements provide the basis for endorsement requirements. These requirements are established by the University consistent with AABC requirements in Bible and adequately meets ACSI Bible requirements. While the Nebraska Department of Education authorizes the Religious Education subject endorsement, it does not determine endorsement criteria.

**Biblical/Theological Requirements 30**

BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible or	
TH xxx	Theology electives	7
HU 414	Ethics	3
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2

**General Education Requirements 58**

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Creative Writing	3
EN 103	College Composition II	3
HU 382	American Literature	3
HU 414	Ethics	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
MA 201	College Algebra	3
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
PSY 101	General Psychology	3
PSY 211	Child Development	3
SCI 341	Principles of Biology & Lab	4
SCI 342	Physical Science	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 331	World Civilization 1	3
SS 332	World Civilization 2	3
SS 400	Senior Integration	1
SS 431	American Civilization 1	3
SS 432	American Civilization 2	3

**Professional Requirements 36**

**Teacher Education Core 23**

ED 200	*Orientation and Field Experience	2
ED 201	*Educational Psychology	3
ED 202	Classroom Management	2
ED 203	*Pluralism & Cultural Diversity	2
ED 301	*Assessment, Tests, & Measurements	2
ED 302	*Introduction to Special Education	3
ED 315	Principles and Methods in Secondary Education	3

ED 316	*Instructional Technology (IT Requirement)	3
ED 402	History & Philosophy of Education	3

**Teacher Education Practicum Experience 13**

ED 300	Practicum in Education 1	0
ED 350	Practicum in Education 2	0
ED 400	Practicum in Education 3	0
ED 423	Practicum In Special Education	0
ED 424	Student Teaching Experience	13
ED 450	Practicum in Education 4	0

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 124**

Notes:

1. *Biblical/Theological Requirements - Studies in the Biblical Studies sequence (specifically course work focusing on Jewish history and the ancient Middle East) provide significant non-Western perspective and should be viewed in the curriculum as non-western studies.*

\* *Enrollment in this education course is considered open enrollment and may be taken prior to formal acceptance into the Teacher Education program.*

**BIBLE/TEACHER EDUCATION (BS)  
VOCAL MUSIC ENDORSEMENT**

Persons with this endorsement may teach vocal music in kindergarten through grade 6 or grades 7 through 12.

**Biblical/Theological Requirements 30**

BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible or	
TH xxx	Theology electives	7
HU 414	Ethics	3
TH 200	Survey of Theology	2
TH 203	Theology of Church Mission	2

**General Education Requirements 40**

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Creative Writing	3
HU 382	American Literature	3
HU 414	Ethics	3
HU/MU xxx	Art/Music Requirement in Professional Area	0
MA 201	Choose College Algebra or	
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
PSY 101	General Psychology	3
PSY 211	Child Development	3
SCI 341	Principles of Biology & Lab	4
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 400	Senior Integration	1
SS xxx	Choose a Social Science sequence	6

**Professional Requirements 68**

**Teacher Education Core 18**

ED 200	*Orientation and Field Experience	2
ED 201	*Educational Psychology	3
ED 203	*Pluralism & Cultural Diversity	2
ED 301	*Assessment, Tests, & Measurements	2
ED 302	*Introduction to Special Education	3
ED 316	*Instructional Technology (IT Requirement)	3
ED 402	History & Philosophy of Education	3

**Teacher Education Methods 37**

ED 214	*Elementary & Middle School Music Methods in Education	2
MU P080	Basic Piano Fundamentals Class	1
MU P090	Basic Piano Fundamentals Class	1
MU P101	Applied Piano	1
MU P102	Applied Piano	1

MU V101-202	Applied Voice	4
MU 010-080	Performance Hour	0
MU 121	Comprehensive Musicianship 1	4
MU 122	Comprehensive Musicianship 2	4
MU 313	Conducting 1	2
MU 314	Conducting 2	2
MU 335	Survey of Music History & Literature 1	3
MU 336	Survey of Music History & Literature 2	3
MU 350	Children/Youth Choir Methods and Materials	2
MU 422	Choral & Instrumental Arranging	3
MU 450	Vocal Literature	1
MU 470	Choral Literature	1
MU xxx	Ensemble options	2

**Teacher Education Practicum Experience 13**

ED 300	Practicum in Education 1	0
ED 350	Practicum in Education 2	0
ED 400	Practicum in Education 3	0
ED 423	Practicum In Special Education	0
ED 424	Student Teaching Experience	13
ED 450	Practicum in Education 4	0

**S.L.T. & Grace L.I.F.E. Requirements**

8 semesters each

**TOTAL HOURS 138**

*Note:*

1. *Biblical/Theological Requirements - Studies in the Biblical Studies sequence (specifically course work focusing on Jewish history and the ancient Middle East) provide significant non-western perspective and should be viewed in the curriculum as non-western studies.*

2. *Professional Requirements (Teacher Education Core) – In addition to the Biblical/Theological requirements, General Education Requirements, and Professional Requirements listed, student must complete appropriate endorsement requirements. These endorsements are designed to meet specific requirements established in 92 NCA 24.*

*\* Enrollment in this education course is considered open enrollment and may be taken prior to formal acceptance into the Teacher Education program.*

**SUPPLEMENTAL ENDORSEMENTS**

**COACHING SUPPLEMENTAL ENDORSEMENT**

Persons with this endorsement may coach interscholastic athletic events for participants in grades 7 through 12. As a supplemental endorsement, one must already hold or complete the requirements for a teaching certificate. These endorsement requirements are designed to meet specific requirements established in 92 NAC 24.

<b>Endorsement Requirements</b>		<b>15</b>
PE 100	Fitness for Living 1	1
PE 101	Orientation to Total Fitness	2
PE 110	Fitness for Living 2	1
PE 220	Physical Training 1	1
PE 300	Care and Prevention of Athletic Injuries	2
PE 400	Concepts of Coaching and Officiating	2
PE 401	Philosophy & Psychology of Coaching	2
<i>Select at least 2 of the following:</i>		
PE 402	Coaching Basketball	2
PE 411	Coaching Soccer	2
PE 412	Coaching Volleyball	2
PE 421	Coaching Baseball and Softball	2
PE 422	Coaching Track and Field	2

**ENGLISH AS SECOND LANGUAGE SUPPLEMENTAL ENDORSEMENT**

This is a supplemental endorsement and assumes the individual has or is capable of having a valid certificate in Nebraska. These endorsements are designed to meet specific requirements established in 92 NAC 24.

<b>Endorsement Requirements</b>		<b>15</b>
ED 481	English as a Second Language Methods	3
ED 482	Assessment and Evaluation of Second Language Learners	3
ED 483	ESL Practicum	3
HU 210	Introduction to Linguistics	3
SS 214	Cultural Anthropology	3

*Students must also present evidence of competence in a foreign language equivalent to two years of high school level or two semesters of college level foreign language.*

## Urban Ministries Program

### Program Director:

Michael A. Smith, M.Div.

This program is designed for students who desire to work in an urban ministry such as: urban missionary; rescue mission; jail and prison ministry; or social worker. The student will learn about cities both at home and around the world, how they are designed, the people of the city, the urban dilemma and the exciting opportunities for ministry. The student will learn how to minister in the inner city by participating in various learning experiences. Areas of studies will include: gangs, drugs, immorality, the bureaucracy, and the inner city church. Students spend time in the field doing their SLT, Practica, and Field Work.

### Objectives

The student who completes the Urban Ministries Program should be able to:

1. demonstrate an understanding of the "urban dilemma" and show a biblical response;
2. demonstrate an understanding of other peoples and their cultures both locally and globally;
3. provide a biblical perspective on society;
4. give evidence of an ability to understand and cooperate with public administrators while maintaining a commitment to the "great commission;"
5. demonstrate a working knowledge of human development and the family as a vital unit in society;
6. construct a working model of an urban ministry with a biblical perspective.
7. fulfill the objectives of the Biblical Studies Division; and
8. fulfill the objectives of the General Studies Division.

## BIBLE/URBAN MINISTRIES (BS)

Biblical/Theological Requirements		36
BS 101	Old Testament Survey	4
BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible electives	9
TH 301	Theology 1	3
TH 203	Theology of Church Mission	2
TH 302	Theology 2	3
TH 303	Theology 3	3

## General Education Requirements 42

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Creative Writing or	
EN 103	College Composition II	3
HU 221	Choose Introduction to Philosophy or	
HU 323	Worldviews	3
HU xxx	Choose a Literature course	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
IT 101	Introduction to Basic Computing (IT 101 C)	3
MA 201	Choose College Algebra or	
MA 211	Statistics	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
SCI xxx	Choose a Science course	3
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 222	Principles of Sociology	3
SS 400	Senior Integration	1
SS xxx	Choose a Social Science sequence	6

## Professional Requirements 50

BU 300	Principles of Leadership and Management	2
CE 303	Fundamentals of Instruction and Mentoring	2
ED 203	Pluralism & Cultural Diversity	2
HU 321	World's Living Religions	3
HU 412	Apologetics	3
HU 414	Ethics	3
UM 201	Introduction to Urban Ministries	3
UM 210	Urban Ministry Practicum	1
UM 301	Introduction to Public Administration	3
UM 330	Field Work	3
UM 412	Urban Ministries	3
UM 423	Senior Seminar	3
UM xxx	Choose electives as approved by advisor	19

## S.L.T. & Grace L.I.F.E. Requirements

8 semesters each

**TOTAL HOURS 128**

## Cooperative Programs

In addition to our articulated Aviation and Communications Cooperative Programs (Iowa Western Community College), Business and Technology Program (Bellevue University), and our Nursing Cooperative Program (Clarkson College), Grace University offers individualized second majors in academic and vocational-technical fields using cooperative agreements with other institutions of higher education. Institutions collaborating with Grace to meet student needs are Bellevue University, University of Nebraska at Omaha, Clarkson College, Metropolitan Community College, Nebraska Christian College and Iowa Western Community College. Currently, Grace University has general articulated agreements with the University of Nebraska at Omaha and the Air Force for their Reserved Officers Training Corps program. Some of the fields that students have pursued by cooperative arrangement have included: Computer Science, History, Foreign Language, Mathematics, Political Science, Sociology and Studio Art.

In addition to academic fields, Grace University is also willing to incorporate Vocational-Technical training into an individualized second major. Listed below is a sampling of Vocational-Technical training options students have pursued in the past: Agriculture, Art, Administrative Assistant/Office Services, Automotive Technology, Bookkeeping, Construction Technology, Drafting & Design, Electronic Imaging & Graphics, Food Arts & Management, Microcomputer Technology, Nursing, Office Technology, Photography, Sign Language Interpreting, Software Applications Management and Welding.

In order for the student to be successful at completing a second major through a cooperative program, it is important to establish an academic plan prior to the first semester on campus. Students should advise Admissions Personnel of their interest in individualized second majors via cooperative programs. Admission as a student into Grace University does not assure admission into another institution for a cooperative program. An articulated academic plan, approved by the Academic Vice President, should be established between the student and Grace noting institution requirements established by a cooperating institution.

### Cooperative Program Objectives

The students who complete these programs should be able to:

1. fulfill the objectives of the Biblical Studies Division;
2. fulfill the objectives of the General Education Division;
3. demonstrate familiarity with the following areas of church-related ministry: missions, evangelism, and Christian education;
4. function effectively as a Christian within one's home, community, and vocation;
5. use academic or vocational-technical disciplines in church-related or community-related service; and
6. provide evidence that the requirements for entry into a particular vocational-technical field have been satisfactorily completed.

## BIBLE/INDIVIDUALIZED SECOND MAJOR

The following is a template to guide students as they develop a plan for an individualized second major.

### Biblical/Theological Requirements 30-40\*

BS 101 Old Testament Survey 4

BS 102	New Testament Survey (BS 102 C)	4
BS 103	Hermeneutics and Bible Study Methods (BS 103 C)	3
BS 110	Evangelism and Spiritual Life	2
BS 406	Romans (BS 406 C)	3
BS xxx	Choose Bible, Theology or integrative electives	13-23
TH 203	Theology of Church Mission	2
TH 200	Choose Survey of Theology or	2
TH 301	Theology 1 or	3
TH 302	Theology 2	3

### General Education Requirements 40

IT 095	Microsoft Office Basics	0
EN 101	College Composition I	3
EN 102	Creative Writing	3
HU 221	Choose Introduction to Philosophy or	
HU 323	Worldviews	3
HU xxx	Choose a Literature course	3
HU xxx	Choose an Art or	
MU xxx	Music course	3
MA xxx	Choose Math course	3
PE 101	Orientation to Total Fitness	2
PE xxx	Choose two P.E. courses	2
SCI xxx	Choose a Science course	4
SP 120	Oral Communications	3
SS 101	Freshmen Seminar	1
SS 400	Senior Integration	1
SS xxx	Program defined or open to student selection	9

### Professional Requirements 48

XX xxx	Individualized Second Major Requirements	44**
BU 300	Principles of Leadership and Management	2
CE 303	Fundamentals of Instruction and Mentoring	2

### S.L.T. & Grace L.I.F.E. Requirements

8 semesters each

### TOTAL HOURS 129

*(Completed at a cooperating institution in an academic or vocational-technical discipline)*

*\*May be reduced to 30 credits to allow additional course work within vocational – technical requirements if the major requirements exceed 44 credits.*

*\*\* If an academic or vocational-technical cooperative program does not require a minimum of 44 credits, the remaining credits will be selected from either Grace or the cooperating institution consistent with the student's academic plan. If an academic or vocational-technical cooperative program requires more than 44 credits, Grace University will require the requirements as specified by the cooperating institution in order to insure fulfillment of program objectives and/or competency within the discipline.*



## EXCEL Degree Completion Program

### WHAT IS THE DEGREE-COMPLETION PROGRAM?

The EXCEL Adult Degree Completion Program is a nontraditional program serving adults age 25 and older who have completed 62 semester credit hours of college with a cumulative 2.0 GPA or better, and who would like to complete their bachelor's degree. An Associate of Arts Degree (AA) may also be used to meet this entrance requirement. EXCEL Adult Degree Completion Program students are typically employed full-time during the day; thus the program is offered in the evening. One night a week for 56 four-hour sessions provides the adult learner with the opportunity to earn 40 semester hours of upper division credit in class. In addition, a unique aspect of the EXCEL Adult Degree Completion Program is the opportunity for students to earn up to 36 (average credits earned is 6 to 10) semester hours of college credit for life experience. The Student Services Counselor guides the students through a complete assessment of prior learning including life experiences (in personal life, at home, on the job, and within the church), professional schools and training, and independent studies of the Bible.

Students may choose between either a BA in Psychology or a BA in Management and Organizational Leadership in the EXCEL Adult Degree Completion Program.

Classes are taught in a manner that is conducive to learning for adults. An atmosphere of sharing experiences in family, career, and church promotes self development among the students.

While in the EXCEL Adult Degree Completion Program, students will routinely spend 10 to 15 hours in preparation for each class.

The EXCEL Adult Degree Completion Program enables adult learners to develop:

1. intrapersonal and interpersonal skills;
2. written and oral communication skills;
3. problem-solving and decision-making skills;
4. understanding of biblical and professional research techniques and applications; and
5. evangelism and edification skills through servant leadership training.

### ACADEMIC CALENDAR

The EXCEL Adult Degree Completion Program operates on a semester hour basis with two to three groups of adult learners beginning seasonally each year, typically in September, January, and May. Each group consists of 6-12 students called a "cohort." Each cohort is given a specific schedule that indicates the exact dates the group meets during

the fourteen-month Core. Included in the schedule is a two-week break for summer and Christmas plus occasional one-week breaks for other major holidays.

### ADMISSION CRITERIA

1. Completion of 62 or more semester hours of credit or an Associate of Arts Degree (AA) from an accredited college/post-secondary institution.
2. Age of 25 or older.
3. Cumulative grade point average of 2.0 (on a 4.0 scale) or better on all prior academic work.
4. Completion of appointment with the EXCEL Student Services Counselor to outline a tentative academic plan.
5. Completion of application paperwork (Application, Character Reference, Pastoral Reference, and Writing Sample), official transcripts and payment of \$35 non-refundable application fee (or \$25 non-refundable on-line application fee).

When all of the above criteria have been met, the EXCEL Adult Degree Completion Program Acceptance Committee will review the admission application.

### APPLICATION PROCESS

Admission to Grace University's EXCEL Adult Degree Completion program is contingent upon completion of the following items:

#### Application for Admission

Submit a completed application form including a non-refundable application fee payable to Grace University.

#### Christian Character

Candidates for admission must give evidence of a personal relationship with Jesus Christ. To assure some degree of spiritual maturity, normally the University expects that candidates have consistently walked with Christ for at least one year. The lifestyle and relationships of each candidate should reflect this commitment to Christ and reflect a commitment to obeying the mandates and directives found in Scripture.

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. Applicants sign a statement affirming their willingness to abide by the University's lifestyle expectations.

#### Transcripts

You must have official transcripts sent from your high school and all institutions/universities attended, including a military DD214, if applicable, to the EXCEL Admissions office. Student copies are not official transcripts. Check with the Registrar from each institution for the appropriate transcript fee. The Assessment Officer completes an official transcript evaluation form for each student.

#### Pastor's Reference

A reference from your pastor is required. Please give your pastor the appropriate form along with a postage paid envelope addressed to the EXCEL admissions office. If you cannot obtain your pastor's recommendation, the form may be completed by a church officer.

### **Character References**

Two character references from employers or other persons qualified to assess your academic or professional traits, skills and character are required. Please give them the appropriate forms and have them send the forms directly to the EXCEL admissions office.

### **Writing Sample**

This one-to-two page letter is used to assess your ability to communicate effectively in written form. To demonstrate the applicant's ability to write research papers, a sample of a research paper from previous studies should also be submitted. Admission to the program is contingent upon the successful completion of this assignment. Any student who wishes to challenge the essay evaluation is given the opportunity to write another paper using a different topic.

### **Acceptance**

Receive the approval of the Acceptance Committee.

### **Tuition Deposit**

Once a decision is made about a preferred start date, a tuition deposit of \$150 is required to reserve a seat in that cohort, providing space is currently available.

### **Exception**

Recognizing that life experience may bring maturity, if a prospective EXCEL student has less than a 2.00 GPA and supplemental records reflect that the student is capable of performing at the college level, then the student may be admitted at the discretion of the Acceptance committee.

### **Re-admission Criteria**

Students who enroll in EXCEL, but then drop out for two or more semesters, must obtain and complete a Re-admit Application from the EXCEL Admissions Office. The student is expected to submit a \$35 application fee, a pastoral reference, and two character reference forms. Students wishing to re-enroll after an absence of three or more years must complete a new set of application forms.

### **Admissions Requirement for Applicants Whose First Language is Not English**

- Any applicant whose first language is not English is required to take the TOEFL no matter what age the applicant is or his/her residency status.
- Any applicant whose first language is not English is required to submit ACT scores so that the institution can assess previous educational preparation in addition to language proficiency, regardless of the applicant's age.

- Any applicant whose first language is not English is required to complete an interview (either in person or over the telephone) with the ESL Coordinator or another faculty member (i.e., with inter-cultural experience and/or significant foreign language skills) to assess verbal comprehension as it relates to English language skills.
- Residency (for a period of years in the United States or other English speaking country) of an applicant whose first language is not English will not be considered as an exemption from the first three.

### **International Students**

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:

- Be a graduate of an accredited high school with better than average grades (3.0 GPA).
- Be a born-again Christian who has been active in Christian work for a period of at least one year.
- Be proficient in the use of the English language, both in reading and writing. This is verified by taking the Test of English as a Foreign Language (TOEFL). A minimum TOEFL score of 550 on the paper-based exam, a 213 on the computer-based exam, or a 79-80 on the internet-based exam is required. The Test of Written English is not required.
- Have three individuals send reference forms. 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 in the Grace EXCEL Program, including tuition, books, and other normal educational expenses. This amount must be paid in full at least 20 days prior to the beginning of the semester. The amount required is obtained by contacting the Business Office.

### **ACADEMIC OPTIONS FOR PROGRAM ENTRANCE**

A total of 62 semester hours of credit are needed for a student to enter the EXCEL Adult Degree Completion Program. These hours must come from one of the following sources: (1) traditional academic courses at Grace or an accredited institution of higher education, (2) distance learning academic courses or Grace Independent Studies, or (3) challenged through CLEP or Challenge Exams. Please see additional information about CLEP in the Academic Policies section and in the appendices. An Associate of Arts Degree (AA) may be used to meet these requirements.

Official transcripts must be submitted for all high school, college or university studies. All official transcript evaluations will be done by the EXCEL Assessment Officer. The amount of credit, courses to be accepted and the method of evaluation will be determined on an individual basis by the nature of the courses and the type of institution. A student is not admitted into the EXCEL Adult Degree Completion Program until such semester credit hour requirements are met. It is recommended that students with less than 62 semester credit hours contact the Manager of Admissions for Adult Education on how these credits be earned.

A "Credit-in-Escrow" policy permits students from non-accredited institutions 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 criterion, students are eligible to transfer applicable credits, with some limitations, from a non-accredited institution, provided they (1) received a grade of "C" or better in the course(s) in question, (2) the courses(s) fit into academic requirements, and (3) no existing institution policies are violated.

In all such cases, the University reserves the right to require the applicant to demonstrate the required proficiency by scoring at acceptable levels on departmental examinations in related subject areas, by undergoing a probationary period of one semester at Grace University or by fulfilling both of these requirements.

#### **ACADEMIC OPTIONS FOR GENERATING ADDITIONAL CREDITS FOR PROGRAM COMPLETION**

Once a student is in the EXCEL Adult Degree Completion Program, credits can be earned toward graduation by completing the EXCEL Core or any one of a number of options:

##### **Grace Traditional Undergraduate Courses**

Traditional day courses at Grace University.

##### **Grace I-Studies and On-line Course offered at Grace University**

See page 36 of the catalog for listing of currently available I-Studies courses. Grace University will begin offering On-Line courses in the Fall of 2006. Contact the EXCEL office for latest details on this new program.

##### **Grace Intensives**

Condensed evening/weekend courses through Grace University.

##### **IBSE (Independent Bible Study Essays)**

Concentrated self-study of particular books of the Bible. [Applies only to General Requirement electives]

##### **Correspondence**

Self-study correspondence courses through other accredited institutions. [21 hours maximum]

##### **Life Learning Electives**

Professional Schools/Training/Certifications on a case-by-case evaluation. [Applies only to General Requirement Electives]

##### **Grace Challenge Exams**

Grace University courses challenged for credit.

##### **CLEP/DANTE**

(College Level Examination Program/Military Equivalent of CLEP)

##### **DELA**

(Documented Experiential Learning Analysis) Research papers outlining personal experiences integrated with current research and learning outcomes. DELA credit may be earned for work experience, independent study, training, volunteer activities or hobbies. (Applies only to General Requirement Electives)

Students can earn a maximum of 36 hours of credit using Life Learning Electives or DELAs. The average EXCEL Adult Completion Program student earns between six and ten hours of credit this way.

These options should be discussed with EXCEL Student Services Counselor.

#### **EXCEL BACHELOR DEGREE REQUIREMENT**

##### **Entrance Requirements**

**62 hours**

**An Associate of Arts Degree (AA) can be substituted for this requirement but any hours below 62 hours must be made up before Core classes are taken.**

##### **EXCEL Core**

**40 Hours**

The 12 upper division core courses (often referred to as "Core") are completed one night per week over a fourteen month time period. Students are grouped together into a "cohort" that works together throughout the entire fourteen months; the cohorts are designated as either Psychology (PSY) or Management and Organizational Leadership (MOL). Two instructors become the primary teaching team for each cohort; one for the biblical studies curriculum, and the other specializing in either the MOL or the PSY curriculum.

##### **Non-Core Specific Education**

**15 Hours**

The following general education courses are required:

- 3 hours in Science, Math or Computer Science
- 3 hours in History
- 3 hours in Oral Communication
- 3 hours in English Composition or Literature

##### **Non-Core General Requirements**

**69 hours**

The goal of these requirements is to balance the courses taken over a broad area of study. This balance will be worked out between the EXCEL Student Services Counselor and the student.

At least 24 semester hours are necessary for a major. During Core, the student will take 21 of these hours. If the student does not transfer in 3 additional hours in his/her professional studies area, then an additional

3 hours is required either in Psychology or Management and Organizational Leadership. Those Psychology students who do not transfer in a course in General Psychology should plan to make up this deficit during his/her first year in Core studies.

36 hours of General Education are required as part of the total 124 hours of study. These courses cannot be Bible or Professional courses.

Students may earn up to 36 hours for life experience, vocational and technical training.

19 hours of the Core classes are Bible in nature. These will qualify the student for a minor in Bible upon graduation. For those students wishing to have a second major in Bible, 5 additional hours in biblical studies are required. One of the strengths of Grace University is its Bible and theology offerings. All EXCEL students are encouraged to take advantage of these offerings as part of the 69 hours of general requirements.

Subjects commonly included in General Education are Natural Science, Mathematics, Communication, Social Science, Humanities and Physical Education. Some courses listed by category are:

Natural Science: Biology, Chemistry, Botany, Physics, Zoology, Anatomy, Physiology, Physical Geography, Geology, Astronomy.

Social Science: Anthropology, Economics, Political Science, Sociology, History, Geography.

Humanities: Apologetics, Ethics, Literature, Foreign Language, Philosophy, World Religions, and an introductory course in Art, Drama, Music, Painting or Sculpture.

## **Reserve Officers Training Corps (ROTC)**

### **AIR FORCE ROTC**

#### **AEROSPACE STUDIES**

Grace University in cooperation with the Department of Aerospace Studies of the University of Nebraska at Omaha functions according to the rules and policies of the University and those of the USAF. The Air Force ROTC program is open to both men and women and is designed to develop the skills and attitudes vital to the career professional Air Force officer. Upon successful completion of the Air Force ROTC program and graduation from the University, cadets are commissioned Second Lieutenants, USAF. Instruction includes a two-year basic course (General Military Course - GMC) and a two-year advanced course (Professional Officer Course - POC).

To enroll in the POC course, applicants must complete either the college GMC program or a six-week Field Training (FT) program at an Air Force base. Applicants for the six-week FT must arrange for such training prior to completing their sophomore year. A number of Air Force ROTC college scholarships are available to outstanding cadets. For complete information on the Air Force ROTC program contact the Professor of Aerospace Studies (PAS), 402-554-2318.

Aerospace Studies, on all levels, are presented to AFROTC students as professional courses. The academic curriculum of Air Force ROTC consists of two distinct general courses. The General Military Course is a continuing freshman-sophomore course of two academic years. The Professional Officer Course is a junior-senior-graduate course of two academic years. Air Force ROTC leadership laboratory activities, which are a part of each course, offer students many opportunities for practical leadership training. The GMC curriculum emphasizes the potential of aerospace power. Courses are designed to acquaint the student with aerospace power and the Air Force mission in support of our national defense. The courses are open to all full-time University students. Textbooks and uniforms are furnished at government expense. All students are provided leadership experience through participation in leadership laboratory activities.

The GMC courses also include voluntary trips to various Air Force installations throughout the United States. Students enrolled in GMC courses are not in the military service and assume no military obligation. Students with prior military service or high school ROTC experience may receive credit for portions of the GMC program. Entering freshmen should register for AS 1310 and AS 0010 during registration.

The POC curriculum emphasizes communicative skills, civil-military relations, leadership, human relations, problem solving, and decision making. Courses are open to students who have either: completed the GMC program, or attended a six-week summer field training course at an Air Force Base in lieu of the GMC program.

Students not enrolled in the GMC program should contact Air Force ROTC by February to be tested and processed for the fall semester.

POC cadets enlist in the Air Force Reserve and receive approximately \$2,000 for their two-year participation. POC cadets manage all leadership laboratory activities.

#### **AIR FORCE ROTC COLLEGE SCHOLARSHIP PROGRAM**

Air Force ROTC College Scholarships are available to both male and female cadets enrolled in the AFROTC program. These scholarships provide full tuition, laboratory expenses, incidental fees and an allowance for books and supplies. Scholarship cadets also receive \$100 a month in non-taxable allowances. For complete information on each AFROTC program and these scholarships, contact the UNO Department of Aerospace Studies.

# *Undergraduate Course Descriptions*

## **COURSE NUMBERING**

The subjects numbered 100-199 are normally for freshman, 200-299 for sophomores, 300-399 for juniors, and 400-499 for seniors. Enrollment in upper division classes (300-400) by freshmen is generally discouraged. Subjects with the letter C after the department prefix are offered by independent study. Subjects with the letter E after the department prefix are offered by the Excel Degree Completion Program. The University reserves the right to withdraw any subject and/or course in which there are insufficient students enrolled.

## **COURSE ABBREVIATION**

The curriculum offered at Grace University is organized in alphabetical order. Below are the subjects offered with the proper course abbreviation:

AS	Aviation
BS	Bible
BU	Business and Technology
CA	Camping
CM	Christian Ministry
COM	Communications
ED	Teacher Education
EN	English
FL	Foreign Languages
HU	Humanities
IS	Intercultural Studies
IT	Information Technology
MA	Mathematics
MOL	Management and Organizational Leadership
MU	Music
NU	Nursing
PE	Physical Education
PSY	Psychology
SCI	Science
SP	Speech
SS	Social Sciences
TH	Theology
UM	Urban Ministries

## AVIATION

Course descriptions for aviation classes offered at Iowa Western Community College can be obtained by contacting:

Iowa Western Community College  
2700 College Road  
Council Bluffs, Iowa 51503  
(712) 325-3200 or 1-800-432-5852  
<http://iwcc.cc.ia.us/>

## BIBLE

### **BS 101 Old Testament Survey 4**

This course is a general survey of the Old Testament books from Genesis to Malachi. It relates each book to the total scope of the Bible. This study provides a general understanding of the Old Testament books and prepares the student for further biblical study. Attention is given to such issues as authorship, chronology, geography, personal application, and the development of God's divine program.

### **BS 102 New Testament Survey (BS 102 C) 4**

This course is a general survey of the New Testament books from Matthew through Revelation. This study provides a general understanding of the New Testament books and prepares the student for further biblical study. Particular emphasis is given to authorship, date, recipients, background, distinctive features, personal applications, and the major contribution of each book. Prerequisite: BS 103.

### **BS 103 Hermeneutics and Bible Study Methods (BS 103 C) 3**

This course introduces and develops the literal-grammatical-historical approach to interpreting Scripture. Various interpretive schemes are examined to familiarize the student with different views. Through this, the student is guided into a proper handling of the Word of God, interpretive principles are explained, proper exegesis is instituted, and biblical applications are drawn as the basis for a life-long study, practice, and ministry of the Scriptures. Various interpretive methods are developed so that the student will have more breadth of skills.

### **BS 110 Evangelism and Spiritual Life (BS 110C) 2**

This course is a study of the practical aspects of sanctification. Using selected portions of Scripture from the New Testament, students are given instruction and practical methods for personal discipleship in their own life. Biblical principles are developed for methods, motives, and strategy of personal evangelism. Additionally, attention is also given to meeting various arguments and cultic problems with Biblical solutions.

### **BS 204 Gospels (BS 204 CC/DC) 3/4**

This course is a study of the four Gospels. The earthly ministry of Christ is discussed. Attention is given to the political, religious, biblical, and geographical backgrounds. A chronology of events and a harmony of the Gospels are established. Biblical passages are analyzed. The character and purpose of the Gospels and of the person and ministry of Christ is analyzed. Prerequisite: BS 103.

### **BS 302 Isaiah 3**

This course is an exposition of Isaiah. Particular attention is given to authorship, historical background, the suffering Savior, the coming Messiah, and millennial prophecies. Prerequisite: BS 103.

### **BS 303 Joshua, Judges, and Ruth 3**

This course is an expositional study of these three Old Testament books. Special emphasis is given to historical background, synthesis, and literary continuity. These three books are studied in the context of the developing historical narrative of the Pentateuch as well as the remaining historical books. Prerequisite: BS 103.

### **BS 305 Wisdom Literature 3**

This course is an exposition of selected portions from Job, Psalms, Proverbs, Ecclesiastes, and the Song of Solomon. Attention is given to interpretive methodology and practical application. Prerequisite: BS 103.

### **BS 306 Daniel and Revelation (BS 306 CC/DC) 3/4**

This course is an exposition of Daniel and Revelation. Attention is given to the premillennial, pretribulational interpretation of these two books. Additionally, emphasis will be given to the authorship, background, history, and development of interpretive skills. Prerequisite: BS 103.

### **BS 307 Minor Prophets 3**

This course is an expositional study of the Minor Prophets. Emphasis is placed on the background, chronology, author, prophetic significance, and their unique contributions to canon. Prerequisite: BS 103.

### **BS 310 Geographical and Historical Setting of the Bible 4**

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 background to each trip in the field. Relevant archaeological, 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. Courses are taken at Jerusalem University College.

**BS 311**            **1 Corinthians (BS 311 C)**            **3**  
This course is a detailed exposition of this crucial epistle giving special emphasis to the divisions, disorder, and difficulties of the Corinthian church. Special consideration is also given to the nature of spirituality, as well as spiritual gifts. Prerequisite: BS 103.

**BS 312**            **Prison Epistles: Ephesians, Philippians, Colossians, Philemon**            **3**  
This course is 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. Prerequisite: BS 103.

**BS 314**            **Pastoral Epistles**            **3**  
This course is 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. Prerequisite: BS 103.

**BS 316**            **Genesis**            **3**  
This course is an exposition of Genesis emphasizing the historical, doctrinal, and devotional features of the book. Prerequisite: BS 103.

**BS 318**            **General Epistles**            **3**  
This course is an exposition study of James through Jude. It stresses the authorship, date, historical background, and unique contribution of each book to the canon. Prerequisite: BS 103.

**BS 320**            **Galatians and James**            **3**  
This course is 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. Prerequisite: BS 103.

**BS 329**            **Bible Backgrounds**            **4**  
This course is designed to study the history of the Ancient Near East, the cultures of those lands, or the material assets left behind that shed light on various portions of the Bible. Sources for this information include selected Biblical passages and their associated literature, selected Ancient Near Eastern texts, and archaeological remains. The class may be conducted on site in the Land of the Bible.

**BS 402**            **Hebrews**            **3**  
This course is an expositional study emphasizing the supremacy and high priestly ministry of Jesus Christ. Prerequisite: BS 103.

**BS 405**            **Acts**            **3**  
This course is a study of the most important 30 years that changed the history of the world. The students will study the book of Acts with an emphasis on the principles for interpreting and applying the text. There

will also be a focus on developing a relevant doctrine of ecclesiology based on the book of Acts.

**BS 406**            **Romans (BS 406 C)**            **3**  
This course is 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. Prerequisite: BS 103.

**BS 414**            **Background and Cultures of the Bible**            **3**  
A study of the religious institutions, cultural practices, beliefs, geographical distinctives and chronological dimensions as they interplay with the Bible. Emphasis is placed on understanding cultural backgrounds as they contribute to the meaning of scripture.

**BS 420**            **Scripture Memory**            **1/2 -2**  
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.

**BS 451**            **Greek Exegesis 1**            **3**  
This course builds on the student's basic understanding of Koine' Greek vocabulary and grammar. Study is conducted in the Book of John to facilitate exegetical skills in the original languages while enhancing vocabulary, syntax, translation and interpretive skills. Prerequisite: FL 351-352.

**BS 452**            **Greek Exegesis 2**            **3**  
This course involves the exegesis of selected Scripture passages in the original languages while developing greater insight into the grammar and syntax of Koine' Greek. Passages are chosen with regard to potential controversy, significance to the Christian life, and importance to the local church and its function. Prerequisite: BS 451.

**BS 462**            **Hebrew Exegesis**            **4**  
This course involves the practical demonstration and application of grammar, reading, and exegesis in the Hebrew Old Testament. Prerequisite: FL 461.

**BS 463EE**            **Practical Application of Biblical Hermeneutics**            **3**  
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. Time will be spent in the study of the doctrine of bibliology. EXCEL Core.

**BS 464EE The Law and History of Israel 3**

This course consists of an overview of the Pentateuch and Historical Books. The doctrines of anthropology and hamartiology are studied. The student will also study the first stages of the drama of redemption and the anticipation of Messiah in the Old Testament. EXCEL Core.

**BS 465EE The Sages and Prophets of Israel (O.T.) 4**

This course will overview the wisdom and prophetic literature of the Old Testament. The doctrine of God will be studied against the background of the wisdom and prophetic books. The study of the drama of redemption and the anticipation of Messiah in this literature will also be investigated. EXCEL Core.

**BS 468EE Jesus Christ Our Lord 3**

The Gospels and their background will be surveyed. In conjunction with the studies in the Gospel, the student will also study the doctrine of Christ's person and work. Time will also be spent in learning how to share one's faith with others. EXCEL Core.

**BS 469EE The Church Unhindered 3**

Against the backdrop of the book of Acts, the student will study the development of the unhindered church from Pentecost to the present age. The doctrines of ecclesiology and pneumatology will be studied. EXCEL Core.

**BS 472EE The Church Triumphant 3**

This course is a study of the New Testament epistles from Romans to Revelation. The doctrines of angelology and eschatology will be investigated. The student will also present a point-counterpoint topic in class. EXCEL Core.

**BS 499 Directed Studies 1-4**

The area of study must be approved by the Division Chair and the professor who directs the study. The student and professor will meet regularly throughout the semester. Students will do assignments appropriate to the area of study and present their findings in a scholarly fashion appropriate to the area of investigation/study.

**BUSINESS AND TECHNOLOGY**

**BU 100 Basic Business Keyboarding 1**

A seminar and self-paced proficiency program for basic keyboarding for both computer keyboards and basic 10 key machines. The seminar establishes speed and accuracy proficiency levels.

**BU 101 Introduction to Business 3**

An overview of the functions and environment of business, nonprofit, and intercultural organizations. The course also provides an overview of the disciplines within an organization.

**BU 201 Financial Accounting 3**

The fundamentals of financial accounting are explored by setting up financial records with an emphasis on creating and understanding financial statements that are used in business and nonprofit organizations.

**BU 202 Managerial Accounting 3**

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. Prerequisite: BU 201 or permission of the instructor.

**BU 300 Principles of Leadership and Management 2**

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 resolving conflict. Leadership will be examined in the context of personal life, family life, church life, workplace life, and societal life.

**BU 301 Corporate Finance 3**

A basic financial management course introducing students to essential financial concepts such as the analysis of financial statements, the time value of money, stock and bond valuation, risk and return, capital budgeting and the cost of capital. The course will challenge students to use their practical knowledge to analyze the financials of a publicly traded company of their choice. Both national and international business finances are covered in the course. Prerequisite: BU 202 and SS 202 or permission of the instructor.

**BU 302 Organizational Behavior 3**

This course covers the interactions of business organizations within the framework of applied social science. Communications, culture, motivation, perception formation, leadership, change processes, and learning theory will be included in the course of study.

**BU 305 Intercultural Finance 3**

An introduction to financial policies regarding the allocation, acquisition and flow of funds in an intercultural organization. This course integrates economics, accounting and finance together in the context of managing the financial health of an organization that must comply with requirements from multiple countries. It addresses such areas as financial analysis and planning for a non-profit organization, working capital management, the budgeting process and

sources of financing such as grants and donations. Prerequisite: BU 202 and SS 202 or permission of the instructor.

**BU 307 Business Ethics 3**

This course examines ethics from a Christian world view of the business world. Basic ethical theories are explored along with the integration of Scripture to develop a basis for ethical decision making. Specific ethical dilemmas found in the business world are examined through the use of case study analysis. Prerequisites: BU 201 and SS 201.

**BU 308 Personal Finance 3**

A practical study of personal/family financial decision making based on Scripture. Topics of study include financial stewardship, budgeting, giving, investing, retirement and the use of debt. Students will develop financial goals and personal budgets. Discussion will also include the use of various types of credit and insurance.

**BU 310 Introduction to Organization and Administration 3**

An introduction to organization and administration that is targeted for non-business degree students. This course provides a high-level understanding of areas that are typically found in managing the administration of a business or nonprofit organization. The course is offered for non-business students who desire an overview of the areas of organizational behavior, human resource management, and management information systems.

**BU 311 Human Resource Management 3**

A study of the practices, theories and laws involved in the human resource function. The course will use cases to examine recruiting, selecting, training, evaluating, promoting, and disciplining personnel within a business, nonprofit, or intercultural organization. It will also consider the elements of working with unions and other personnel organizations in international settings.

**BU 312 Principles of Marketing 3**

The basic considerations affecting the domestic and international marketing of goods and services. It also addresses the nature of marketing activities and marketing institutions, and the functions and responsibilities of an effective marketing system within the context of the economy.

**BU 320 Introduction to Finance 3**

This course is an introduction to finance targeted at non-business degree students. This course offers a high-level introduction to accounting and finance. Subjects covered include basic financial terms, financial statements, ratios, the time value of money, budgeting and financial controls. The course is focused on providing students with a practical understanding of financial concepts found in day-to-day for-profit and non-profit businesses.

**BU 330 Accounting Information Systems 3**

This course is an introduction to computerized accounting systems using QuickBooks® and Microsoft Excel as a foundation. It will examine the design, layout and implementation of a computerized double-entry accounting system applicable to a small business or ministry. Students will gain hands-on experience with QuickBooks and will be introduced to other commonly used accounting software packages. Topics covered will include business system analysis and design, computerized budgets, journals, general ledgers, financial statements, integrating QuickBooks and Excel, internal controls and auditing. Prerequisite: BU 201 Financial Accounting or BU 320 Introduction to Finance; computer proficiency required.

**BU 332 Investments 3**

This course will examine the role securities markets play in the financial world today. It will examine the history of the institutions and securities which make up the securities market as well as a look at how Wall Street operates. Students will understand and experience how individuals trade financial instruments including stocks, options, bonds, futures. Use of financial instruments in non-profit organizations will also be examined. Prerequisite: BU 301 Corporate Finance

**BU 334 Cash Management 3**

This course will examine the fundamental principles and practices concerning cash management, also known as working capital management. Topics will include the role of cash management; credit, accounts receivable, and collection management; accounts payable and disbursement management; electronic commerce; forecasting; short-term investments and borrowing. Prerequisite: BU 301 Corporate Finance.

**BU 342 Labor Relations 3**

This course will trace the history of labor/management relations from the industrial revolution into the modern age. It will cover the significant events and laws that have shaped the American labor union. Topics covered will include history of organized labor, labor law, collective bargaining, contract negotiation, and current labor union issues. Prerequisite: BU 311 Human Resource Management.

**BU 351 Intermediate Accounting 1 3**

Provides an in-depth examination of the theory, practice and conceptual framework of financial accounting. It also includes the detailed analysis of the financial statements, study of cash and receivables, inventory measurement and valuation, accounting for assets and liabilities, and applications of time value of money concepts. Prerequisite: BU 202.

**BU 352 Intermediate Accounting 2 3**  
This course studies financial reporting issues of stockholder's equity and Earnings Per Share (EPS) calculations, and accounting for income taxes, leases, pensions, and post-retirement benefits. Focuses on the accounting principles and concepts governing the reporting of these items according to Generally Accepted Accounting Principles (GAAP). Prerequisite: BU 351.

**BU 353 Cost Accounting 3**  
Theory and practice of accounting for material and labor, overhead classifications and budgets; analysis and application of overhead rates; process costing, job costing, by-product and joint costs, differential costs, analysis of cost variations; break-even analysis, decision-making, direct costing, and activity-based costing. Prerequisite: BU 202.

**BU 354 Income Tax Accounting 1 3**  
The study of Federal income tax law and procedures as it relates to individuals and sole proprietors. Looks at income tax determination, computing gross income, deductions, credits, and capital gains and losses. A hands on approach is used to prepare tax returns and learn to present tax planning ideas to individuals. Prerequisite: BU 202.

**BU 356 Income Tax Accounting 2 3**  
The study of Federal income tax law and procedures as it relates to corporations. Looks at income tax determination, computing gross income, deductions, credits and capital gains and losses. A hands on approach is used to prepare tax returns and learn to present corporate tax planning ideas to management. Prerequisite: BU 202.

**BU 402 International Business 3**  
This course examines the international dimensions of business such as industry globalization, development and implementation of international strategy, cross-cultural human resource management and ethical considerations unique to international business. Other areas impacting international business will also be examined including government action, finance and marketing.

**BU 403 Legal Environment of Business 3**  
This course is designed to introduce the student to the legal and regulatory process in which business decisions are made. The application of legal constraints to management and associated management activities is examined as well as broad applications of regulatory law. In applying these concepts to business decisions regarding its basic function, special emphasis is placed on the ethical issues faced by a decision-maker.

**BU 411 Management Information Systems 3**

This course examines needs analysis, development and operation of an information system in an organization. The course presents a view of information systems from a business user perspective as opposed to an information technology perspective. Emphasis is placed on understanding the business need for an information system, defining that need in business terms using Business Systems Engineering techniques, and ensuring that the system that is provided meets the needs using end-user testing techniques. The course also explores emerging technology and investigates ways to use the emerging technology in business. The major project involves working in group to build a web site.

**BU 412 Entrepreneurship and Small Business 3**

This course examines many aspects of the entrepreneurial business to gain an understanding of requirements necessary to start and run a new business. The course will cover the needs of the entrepreneur from legal, human resource, financial and marketing perspectives. Students will analyze case studies that highlight various aspects of entrepreneurship and will complete a "New Business Idea" paper. Outside speakers will be used to examine practical issues facing entrepreneurs today.

**BU 414 Compensation and Performance Management 3**

This course will examine current theory and practice regarding compensation and performance issues. It will look at compensation strategy and programs and how they can be used to build and maintain high performance organizations. Topics covered will include job analyses, performance evaluations, wage and salary structures, benefit plans, incentive programs and legal considerations of compensation.

**BU 422 Production and Operations Management 3**

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.

**BU 426 Intercultural Operations Management 3**

The management of operations variables and their part in the overall strategy of the intercultural organization. The primary focus of the course is managing the operations of a service-oriented, non-profit organization that is located in an intercultural environment. Consideration is given to understanding the cultural norms and how to merge the cultures to create a cohesive operation that respects the values of each culture. Topics include:

Business Process Engineering, allocation of resources, cost control, quality control, and standards and procedures development.

**BU 431-452 Business Internship 1-6**

The internship is designed to provide the student with work experience that will facilitate the integration of practice and theory, to give business majors insight into current policies, procedure and problems in all types of organizations. The experience will include interactions with the internship supervisor and with the supervising faculty member. This course should not be taken prior to the end of the freshman year and preferably not before the end of the sophomore year. All business majors must take a minimum of three hours. Prerequisite: Permission of the department.

**BU 453 Financial Auditing 3**

Covers the audit framework and methodology for examining public company financial statements according to Generally Accepted Auditing Principles (GAAP). Includes audit planning, risk assessment, tests of internal controls and substantive testing of transactions and account balances; audit opinions and report writing; ethics and the legal liability of the independent auditor. Prerequisite: BU 202 and BU 330.

**BU 454 Advanced Accounting 3**

Advanced topics in financial accounting are studied including partnership admission, dissolution, and liquidation, individual estate accounting, preparation and analysis of consolidated financial statements, accounting for minority ownership and equity investments including treatment of goodwill, and restatement of foreign currency transactions and translation of financial statements. Prerequisite – BU 352.

**BU 499 Directed Studies 1-4**

See Biblical Studies for description.

**CAMPING**

**CA 300 Camp Management 3**

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. These courses are offered at Camp Forest Springs and meet the requirements of the Camping Ministry Concentration. They normally require a full year at Camp Forest Springs to complete.

**CA 310 Camp Maintenance 3**

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. These courses are offered at Camp Forest Springs and meet the requirements of the

Camping Ministry Concentration. They normally require a full year at Camp Forest Springs to complete.

**CA 320 Promotion and Public Relations 3**

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. These courses are offered at Camp Forest Springs and meet the requirements of the Camping Ministry Concentration. They normally require a full year at Camp Forest Springs to complete.

**CA 330 Food Service Management 3**

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. These courses are offered at Camp Forest Springs and meet the requirements of the Camping Ministry Concentration. They normally require a full year at Camp Forest Springs to complete.

**CA 340 Camp Counseling 2 or 3**

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. (Married students take 2 hours and single students take 3 hours.) These courses are offered at Camp Forest Springs and meet the requirements of the Camping Ministry Concentration. They normally require a full year at Camp Forest Springs to complete.

**CA 341 Camp Organization 6**

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. These courses are offered at Camp Forest Springs and meet the requirements of the Camping Ministry Concentration. They normally require a full year at Camp Forest Springs to complete.

**CA 342 Camp Administration 3**

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. These courses are offered at Camp Forest Springs and meet the requirements of the Camping Ministry Concentration. They normally require a full year at Camp Forest Springs to complete.

**CA 350            Camp Programming            5 or 4**  
 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. (Married students take 5 hours and single students take 4 hours.) These courses are offered at Camp Forest Springs and meet the requirements of the Camping Ministry Concentration. They normally require a full year at Camp Forest Springs to complete.

**CA 355            Camp-Church Relationships            1**  
 Cooperation techniques and philosophy to enhance the ministry relationship between the camp and the church.

**CA 370            Camp Safety            1**  
 Importance of a continual attitude of safety consciousness in all areas of work or program planning and implementation. Multimedia first aid course. These courses are offered at Camp Forest Springs and meet the requirements of the Camping Ministry Concentration. They normally require a full year at Camp Forest Springs to complete.

## **CHRISTIAN MINISTRY**

**CM 201            Ministry in the 21st Century            3**  
 This course will study trends of how the church will function and minister in the 21st century. Parts of this course will concentrate on where specifically each student will fit into church ministry in the future.

**CM 300            Counseling Youth in Crisis (CE 300 C)            3**  
 A basic exploration of adolescent counseling topics and crisis intervention strategies for adults working in youth ministry as non-counseling professionals. Topics and case studies include: addictions, violence and abuse, family crises, depression and grief, disorders, suicidal issues, pregnancy, and community crisis. Referral procedures to professional counselors are also addressed.

**CM 301            Christian Education of Youth            3**  
 Taught from the standpoint of the youth worker in the local church. Acquaints 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: CE 303.

**CM 302            Spiritual & Personal Formation in Ministry            3**  
 A study of the minister'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.

**CM 303            Fundamentals of Instruction and Mentoring            2**  
 Designed to acquaint the student with the dynamics and principles of the teaching-learning process and with methodologies that are age-appropriate. Students are given the opportunity to design a training module and write lesson plans. Basic relational skills necessary to mentor others while providing instruction or training is also addressed. Instruction and mentor settings will be evaluated based on formal, informal, and non-formal education categories. A Leadership Core requirement.

**CM 310            Leadership and Discipleship in Youth Ministry            3**  
 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.

**CM 312            Christian Education of Children            3**  
 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: CE 303 (Alternates with CE302).

**CM 320            Curriculum and Instruction            3**  
 This course builds upon Fundamentals of Instruction and Mentoring for the professional within Christian Education. Particular emphasis is given to curriculum development and teaching skills for a variety of age levels and learning environments. Prerequisite: CM 303 Fundamentals of Instruction and Mentoring.

**CM 334            Women and Ministry            3**  
 A gender-specific study targeting women, their physical, mental, emotional, social, and spiritual needs, and para-church organizations that support women and their families consistent with Scripture. The concept of gender-restrictive offices in local churches along with spiritual gift utilization outside of gender-restrictive offices will be discussed. Potential ministry opportunities for women and personnel requirements around the world will be highlighted. Restricted Admission.

**CM 341-342 Christian Education 1 hour**  
**Field Experience each semester**

A practical learning experience in the education program of the local church or para-church organization. Students participate in activities such as teaching, planning, organizing and developing programs while being mentored by an experienced Christian educator.

**CM 401 Christian Education of Adults 3**

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: CE 303. Alternates with CE321).

**CM 402 History & Philosophy of Christian Education 3**

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 that is essential to working effectively with people in the local church or school.

**CM 403 Administrative Leadership 3**

A study of the minister's leadership and administrative role in the church/para-church setting. A biblical framework for administration. Leadership and church structure will be examined. Special emphasis is placed on strategic planning, mission/vision development, issues of change and conflict, team ministry development, ministry evaluation and other administrative and leadership relationships and tasks. Prerequisite: BU 300 Principles of Leadership and Management.

**CM 404 Introduction to Biblical Counseling (or PSY300C) 3**

Designed to integrate Scripture, psychology and introductory counseling, the course focuses on the issues and problems of being a people helper.

**CM 411 Communicating God's Word 3**

This course will introduce the student to the great principles of teaching and preaching God's Word. The practice labs will be gender specific.

**CM 412 Advanced Preaching 3**

This course builds on CM 411 and offers the student more opportunity to practice preaching skills. The focus of this class will be on preaching the different literary genre of Scripture. This class is designed for those who will have a primary ministry of pulpit ministry. Prerequisite: CM 411 Communicating God's Word.

**CM 421 Rural/Small Church Ministry 2**

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. The classes for this course are held at the facilities of the Christian Resource Center, Giltner, Nebraska every June.

**CM 414 Pastoral Internship 3**

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.

**CM 430 Christian Education Research/Practicum 2 or 3**

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. Prerequisite: Permission of instructor.

**CM 442 Christian Education Internship 3**

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 internship 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.

**CM 453EE Ministry: Service or Serve Us 4**

This course will focus on the dynamics of spiritual leadership in the 21<sup>st</sup> century ministry. One's giftedness and place in ministry will be examined. In addition, such ministry leadership issues like working with volunteers and conflict management will be studied. Finally, the student will develop a biblical philosophy of ministry.

**CHM 454EE Fellowship: God's Family 3**

The believers' first commitment is always to Jesus Christ. His or her second commitment to God's family. This course will study the dynamics of Christian fellowship. A major focus of this course will be on working with and developing small groups. Several issues, like singleness, marriage, family and gender, which are so vital to healthy relationships among

believers, will be investigated. This course will also help the student develop a biblical philosophy of fellowship.

**CM 461EE Worship: Friendship with God 4**  
People were created for a specific purpose – to worship God. This course will investigate all the nuances of worship and how it pertains to a believer's relationship with God both in the church and as individual believers. Six key worship styles will be reviewed. The student will learn how to plan and execute a worship service that is pleasing to God. Those aspects that are usually associated with church services, like preaching, technology, music, corporate prayer, the ordinances, weddings and funerals, will be discussed. Developing a biblical philosophy of worship is a key component that is integrated into this course.

**CM 462EE Discipleship: Christlikeness 4**  
The focus of this class will center on how a believer grows in Christ and how he/she can help other believers grow. Things like small groups, cultural analysis, pastoral care and disciple making will be studied. The student will develop a biblical philosophy of discipleship as part of this course.

**CM 471EE Mission: World Class Christians 3**  
The class will investigate world view vision that is a vital part of following Christ. This course will focus on the great commission's role in the life of a believer both in his/her community and world. Such areas of evangelism and missions as witnessing, apologetics follow up, para church ministry, short term missions and church planting will be investigated. A biblical philosophy of missions will be imbedded in this course.

**CM 499 Directed Studies 1-4**  
See Biblical Studies for description.

## Communications

Course descriptions for communication classes offered at Iowa Western Community College can be obtained by contacting:

Iowa Western Community College  
2700 College Road  
Council Bluffs, Iowa 51503  
(712) 325-3200 or 1-800-432-5852  
<http://iwcc.cc.ia.us/>

**COM 251-352 Broadcast Practicum 0**  
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 the campus FM radio station, in the areas of management, staff announcer, production, and music. Start positions are assigned by

the student manager. A report of the student's progress becomes part of the student's portfolio. Students are required to successfully complete one level before going on to the next level. Special fee for each practicum.

**COM 302 Sociology of Mass Communications 3**

A sociological approach to the study of mass communications systems. The course focuses on the political and cultural factors that 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.

**COM 312 Writing For Children/ Youth 3**  
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.

**COM 332 Multi-Track Production 3**  
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: COM 331 or experience.

**COM 350 Broadcast Field Work 3**  
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 US or abroad and must be approved by the Program Director. Prerequisite: 3 Broadcast Practicums. Students must carry a 2.0 GPA to be eligible.

**COM 360 Introduction to Drama 3**  
An introduction to dramatic presentations including acting, technical theatre, play direction and production, and the history of the theatre. Dramatic reading and improvisation are also taught. Instruction includes participation in a campus dramatic production.

**COM 412 Human Communication and Rhetoric 3**  
An overview of theories that address the rhetoric process of message construction and interpretation in interpersonal, group, public, and mass communication settings.

**COM 450 Media Ethics and Law 3**  
An overview of the legal and ethical environment of print and electronic media.

**COM 499 Directed Studies 1-4**  
See Biblical Studies for description.

## TEACHER EDUCATION

### **ED 112 Art Exploration in Education 2**

A study of the purpose of art education in the elementary and middle school programs. The student is presented with a survey of the history and philosophy of art and experiences art activities designed for elementary and middle schools. Attention is also given to basic principles related to line, shape, space, form, texture, and two-dimensional and three-dimensional design. It is designed to help classroom teachers not specializing in art education to understand the role of art in cultural development.

### **ED 200 Orientation and Field Experience 2**

A practical orientation to the Teacher Education program, state and ACSI teacher certification requirements, and completion of all program admissions documents. The prospective teacher also observes student behavior, teacher responsibility, and the execution of activities and methods in an elementary or middle school a minimum of 25 clock hours. The orientation and field experience provide an informed basis on which the student can make decisions about teaching as a career. Prerequisite: Sophomore standing.

### **ED 201 \*Educational Psychology 3**

A study in the psychological principles underlying learning and effective teaching, the effect of social and personality factors on the learning process, and the application of learning theory to teaching. The course is designed to build upon knowledge gained in the General Psychology course requirement. Cross-listed as PSY 200. Prerequisite: PSY 101 General Psychology.

### **ED 202 Classroom Management 2**

Intended to provide prospective elementary and middle school teachers with the opportunity to discuss the relationship between classroom management and effective teaching, to evaluate current theory in classroom management, and to analyze personal management styles and classroom planning in order to minimize wasted time and maximize student attention and discipline. Motivation theory is a significant aspect within this discussion of classroom management.

### **ED 203 \*Pluralism & Cultural Diversity 2**

A study of American pluralism and cultural diversity identifying issues of sensitivity to biases, and the perpetuation of biases in society especially in the use of language, text books, and other classroom materials. This course develops skills to encourage respect for human dignity, diversity, and personal rights without compromising convictions, focus on Constitutional rights, and enhance relationships particularly in the classroom.

### **ED 206 Classroom Management in Middle and Secondary Schools 2**

Intended to provide prospective middle school and secondary teachers with the opportunity to discuss the relationship between classroom management, and to analyze personal management styles and classroom planning in order to minimize wasted time and maximize student attention and discipline. Motivation theory is a significant aspect within this discussion of classroom management.

### **ED 212 \*Health & Physical Education in Elementary/Middle Schools 2**

Studies methods and materials used in teaching physical education and health in elementary and middle schools. Emphasis is placed on principles of human development in terms of physiology. Consideration of personal, school, and community health problems are addressed along with a discussion on the debate over the education community's role in sex education.

### **ED 214 Elementary & Middle School Music Methods in Education 2**

A survey of basic teaching techniques used by elementary and middle school teachers to address music concepts such as rhythm, beat, scales, voice development, music instrument identification, musical styles, music appreciation, and music's impact on cultural development. Designed for the classroom teacher not specializing in music education.

### **ED 300 Practicum in Education 1 0**

This practicum requires a minimum of 30 clock hours to integrate educational theory and methodology with practical field experience in the classroom. It can be taken in any qualified middle or secondary school setting for the purposes of general exposure. Special fee.

### **ED 301 Assessment, Tests, & Measurement 2**

Emphasizes the procedures for constructing tests, evaluating test validity and reliability, and applying proper testing principles to evaluating student progress. Basic statistical principles are also appropriate when using, analyzing, and interpreting test results; focus is also placed on standardized tests and their value in educational assessment.

### **ED 302 Introduction to Special Education 3**

Designed to provide a survey of the areas of exceptionality in the field of special education. The course will identify significant changes that have occurred in the education and exceptional populations, learn methods of teaching students with handicapping conditions and alternative multi-disciplinary team approaches, and provide an introduction to the various characteristics and classifications of handicapping



conditions as defined by the Nebraska Department of Education.

**ED 311 Teaching Literacy in Elementary/Middle Schools 3**

Methods of teaching composition, grammar, mechanics, oral communication, listening, spelling, and handwriting; emphasizes integrated learning and writing across the curriculum. Prerequisite: Co-requisite: ED 313, Teaching Social Studies in Elementary/Middle Schools and ED 321, Practicum in Language Arts and Social Studies.

**ED 312 Teaching Science in Elementary/Middle Schools 3**

Examines content, materials, and instructional methods used to teach science in elementary and middle grades; emphasizes a process approach, hands-on laboratory experiences, and individual and cooperative learning; guides in the development of an activity file; and focuses on teaching the scientific method of research. Prerequisite: Co-requisite: ED 314, Teaching Math in Elementary/ Middle Schools and ED 322, Practicum in Science and Math.

**ED 313 Teaching Social Studies in Elementary/Middle Schools 3**

Examines content, materials, and instructional methods used in teaching social studies in elementary and middle grades; emphasizes active student involvement, individual and cooperative learning, and integration with the language arts by writing in the social studies classroom. Prerequisite: Co-requisite: ED 311 Teaching Language Arts in Elementary/Middle Schools and ED 321, Practicum in Language Arts and Social Studies.

**ED 314 Teaching Math in Elementary/Middle Schools 3**

This study builds on a philosophical base of mathematics, sequential learning processes, effective teaching methods, and learning activities appropriate for elementary and middle grade students; emphasis on meeting individual needs, using manipulatives, and teaching for transfer to real life situations. Prerequisite: Co-requisite: ED 312, Teaching Science in Elementary/Middle Schools and ED 322, Practicum for Science and Math.

**ED 315 Principles and Methods in Secondary Education 3**

An examination of instructional methodologies appropriate for 7th through 12th grade, educational principles necessary for effective student learning, student motivation, and classroom management. Emphasis is placed on best practices. Prerequisite: Admission to Teacher Education Program.

**ED 316 Instructional Technology 3**

Explores the various instructional technologies to enhance teaching. This course provides an introduction

to instructional technology for elementary, middle grades and secondary educators. Special emphasis is placed on instructional software packages for classroom, computer learning centers, web design and internet resources. Special Fee.

**ED 321 Practicum in Language Arts & Social Studies 0**

To be taken concurrently with Teaching Language Arts in Elementary/Middle Schools and Teaching Social Studies in Elementary/Middle Schools, this practicum provides field experiences in elementary and middle schools related to teaching language arts and social studies. The practicum requires a minimum of 30 clock hours to integrate classroom theory and practice with elementary or middle school experience. Special fee.

**ED 322 Practicum in Math and Science 0**

To be taken concurrently with Teaching Math in Elementary/Middle Schools and Teaching Science in Elementary/Middle Schools, this practicum provides field experiences in elementary and middle schools related to teaching math and science. The practicum requires a minimum of 30 clock hours to integrate classroom theory and practice with elementary or middle school experience. Special fee.

**ED 350 Practicum in Education 2 0**

This practicum requires a minimum of 30 clock hours to integrate educational theory and methodology with practical field experience in the classroom. It can be taken in any qualified middle or secondary school setting for the purposes of general exposure. Special fee.

**ED 400 Practicum in Education 3 0**

This practicum requires a minimum of 30 clock hours to integrate educational theory and methodology with practical field experience in the classroom. It can be taken in any qualified school setting for the purposes of exposure to specific instructional activity within one's endorsement area(s). Special fee.

**ED 402 History & Philosophy of Education 3**

A historical and philosophical analysis of educational theorists and their contributions to current educational thought. Worthy of discussion are educational philosophies like idealism, realism, pragmatism, existentialism, Marxism, analytical theories, and naturalistic theories and their proponents. The student develops the skills to analyze and evaluate the philosophical presuppositions in various educational philosophies, textbooks, methodologies, trends, or subject matter being used in the educational community. This course is designed to meet the ACSI philosophy of Christian school education requirements.

**ED 413 Diagnostic and Remedial Reading Skills 3**

Designed to broaden the teacher's knowledge and skill in diagnostic and remedial reading techniques, this course includes examination of the administration and interpretation of diagnostic instruments, causes of reading problems, remedial techniques, special motivation factors designed for timid and troubled readers, and diagnostic and administrative procedures necessary for early referral of students with reading difficulties to other reading specialists. Prerequisite: Co-requisite: ED 411, Teaching Reading in Elementary/Middle Schools and ED 421, Practicum in Literacy Development.

**ED 415 Literature for Children through Adolescence 3**

A survey of literature for children through adolescence with an emphasis on various genre of literature for children and adolescents. Surveys winners of the Caldecott, Newberry, and Golden Sower awards; providing creative experiences and reporting methodologies by which students can express their understanding of the books. Discussion also focuses on motivation techniques to encourage readers to develop life-long reading habits. Prerequisite: Co-requisite: ED 421, Practicum in Literacy Development.

**ED 417 Middle School Ed Design & Operations 2**

Designed to provide educators with a background in the curriculum, history, and philosophy of the middle school. It investigates the organizational structure, team planning, collaborative techniques, and student advising roles that are unique to the middle grades in early adolescence.

**ED 421 Practicum in Literacy Development 0**

To be taken concurrently with Teaching Reading in Elementary/Middle Schools and Diagnostic and Remedial Reading Skills, this practicum provides field experiences in elementary and middle schools related to teaching reading and literacy skills. The practicum requires a minimum of 30 clock hours to integrate classroom theory and practice with elementary or middle school experience. Special fee.

**ED 422 Practicum in Human/Cultural Development 0**

This 15 hour practicum is designed to help students integrate classroom theory and practice with elementary and/or middle school experience. This practicum follows the completion of ED 112 Art Exploration in Education, ED 212 Health and Physical Education in Elementary/Middle Schools, ED 214 Elementary and Middle School Music Methods. Special fee.

**ED 423 Practicum In Special Education 0**

This 15 clock hour practicum is designed to help students integrate classroom theory and practice with elementary, middle school, and secondary experience in areas of special education. Practicum requires an exposure to the learning styles and pedagogy necessary to work with the wide range of special needs population in the classroom. This practicum follows completion of ED 302 Introduction to Special Education. Special fee.

**ED 424 Student Teaching Experience 13**

This capstone course, designed to integrate knowledge, skills, and experience, can only be scheduled after admission to student teaching. This requirement involves full-time teaching experiences in either one elementary or middle school classroom (within one's field endorsement area) or in a combination of classrooms (within one's field endorsement area) for at least 15 weeks. Placement must be in an accredited and/or approved school as defined by the Nebraska Department of Education. Detailed procedures and evaluations for this student teaching experience may be found in the Grace University Student Teaching Handbook. Special fee.

**ED 450 Practicum in Education 4 0**

This practicum requires a minimum of 30 clock hours to integrate educational theory and methodology with practical field experience in the classroom. It can be taken in any qualified school setting for the purposes of exposure to specific instructional activity within ones endorsement area(s). Special fee. \*Note: An additional 25 clock hours of field-based experience is scheduled within the Orientation and Field Experience course identified within the Teacher Education Professional Core.

**ED 481 English as a Second Language Methods 3**

A course focused on exploring instructional methods and materials to teach English as a Second Language (ESL). Methods and materials will be evaluated for age appropriateness and cultural sensitivity.

**ED 482 Assessment and Evaluation of Second Language Learners 3**

Designed to acquaint educators with assessment instruments and evaluation procedures including language proficiency testing, entry and placement procedures, theories of second language acquisition, and selection, development, and evaluation of curriculum based on language proficiency.

**D 483 ESL Practicum 3**

A practical experience teaching English as a Second Language in a age-appropriate setting under supervision. Prerequisite: Include ED 481,482, and foreign language competency.

**ED 499 Directed Studies 1-4**  
See Biblical Studies for description.

**ED 500 Web-Based Instruction Skills 3**  
Exploration of instructional applications for web technology platforms. Students are introduced to basic web-based instructional technologies resulting in each student designing and launching an educational module using Blackboard software for an age-appropriate and content-appropriate unit of study. Students will also explore internet based resources and search engines to enhance traditional library investigation. Prerequisite: ED 316 or Instructors Permission.

## **ENGLISH**

*Students who score below 18 on the ACT English section are required to take EN 099. The instructor may make exceptions based on the writing sample. All entering freshmen who have not taken a college level English course are required to take it at Grace University.*

**EN 099 Foundational Writing 0**  
A foundational course designed to address writing challenges related to grammar, construction, process and organization. This seminar is required for students admitted with no previous credit in College Composition, scoring less than an 18 on the English section of the ACT. Instructors may also recommend this course to students/advisesees with significant difficulties in written communication.

**EN 101 College Composition I 3**  
Introduction to Academic Writing - This course is designed to equip students for successful transition into collegiate-level academic writing. Emphasis is placed on principles of Six-Trait Writing (content, organization, voice, word choice, fluency and conventions), in addition to information literacy and research skills. Students gain experience in writing personal reflections and summaries, as well as in correctly writing and documenting paraphrases and direct quotes using both MLA and APA formats. Attention is given to informative research writing, as well as to the following essay styles: narration, definition, description, and classification. The course culminates in submission of a final writing portfolio. Prerequisite: ACT English score of 18 or higher or successful completion of EN 099. Grade of C or higher required to enter professional programs.

**EN 102 Creative Writing 3**  
Production of short stories, essays, skits, and poetry. Fiction, poetry, drama, and other literary forms are the focus of the course. Prerequisite: EN 101 College Composition I or Instructor's Permission.

**EN 103 College Composition II 3**

Advanced Academic Writing and Organizational Communication - This course builds upon skills acquired in College Composition I and helps students understand the relationship between academic writing and the workplace. Emphasis is placed on rhetorical purpose and audience, clarity/coherence, and revising/editing. Students gain experience in advanced forms of academic writing and organizational communication, as well as in writing business proposals and working in collaborative research writing groups. MLA and APA documentation formats will be reviewed, and attention is given to the following rhetorical approaches: illustration, cause/effect, comparison/contrast, and argumentation/persuasion. The course culminates in submission of the persuasive research writing project. Prerequisite: Completion of College Composition I with a grade of "C" or higher.

**EN 113 Interpretive Writing Evaluation 2**  
Interpretation of writing and the evaluation of techniques used in writing poetry, fiction, and non-fiction are explored. Publisher and editorial requirements will also be investigated.

## **FOREIGN LANGUAGES**

**FL 351 Greek Grammar 1 3**  
An introduction to Koine' Greek grammar. Emphasis is on basic vocabulary, verb forms, and case structure. Skills to learn a foreign language are addressed.

**FL 352 Greek Grammar 2 3**  
A continuation of Koine' Greek grammar. Emphasis is on mastery of vocabulary, verb forms, and case structure. Translation of first-century Johannine literature begins this semester. Prerequisite: FL 351 Greek Grammar 1.

**FL 371 Spanish 1 3**  
The study of the essentials of the Spanish language. Emphasis is on establishing a basic vocabulary, reading and writing grammar, and conversational phrases.

**FL 372 Spanish 2 3**  
Part two of a one-year sequence in the Spanish language. Emphasis is continued on establishing a basic vocabulary, basic reading and writing syntax, conversational dialogue, idioms, and Latino culture. Prerequisite: FL 371 Spanish 1.

**FL 373 Spanish Language Immersion Program 6**  
An intensive format Spanish language acquisition program designed to immerse the student in the language in an intensive summer format. The course may be scheduled to occur within a Spanish speaking community or country. This program addresses basic vocabulary, reading and writing skills, conversational dialogue, idioms, and Latino culture.

**FL 451 Greek Exegesis 1 3**

Based on one's knowledge of Koine' Greek, the emphasis is on refinement of grammar and syntax. Translation and exegesis of first century Greek literature especially the Gospel of John. Prerequisite: FL 352 Greek Grammar 2 or Instructor's Permission.

**FL 452 Greek Exegesis 2 3**

Continued exegesis of first century Greek literature with special emphasis on passages with potential exegetical controversy or significance for the Christian life. Prerequisite: FL 451 Greek Exegesis 1 or Instructor's Permission.

**FL 461 Hebrew Grammar 1 4**

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**

The practical demonstration and application of grammar, reading, and exegesis in the Hebrew Old Testament. Prerequisite: FL 461 Hebrew Grammar 1.

## HUMANITIES

**HU 100 Introduction to the Arts 3**

A survey of historic paintings, sculptures, and architectures along with a "hands-on" introductory exploration of basic principles of design, space, color, and texture in sketching, painting, and pottery. Music, theatre, and cinema are also introduced as art forms. Field experiences are a critical part of this course. A Christian philosophy of art is addressed.

**HU 210 Introduction to Linguistics 3**

An introduction to the terminology and concepts of modern linguistics, with a view to developing insight into the linguistic phenomena of one's native language and beyond. Sound systems of languages (phonetics, phonology, and phonemics), word formation (morphology), sentence formation (syntax), and language meaning (semantics) are introduced. A history of the English language is included. The course is intended to develop a curiosity and enthusiasm for language and language learning.

**HU 221 Introduction to Philosophy (HU 221 C) 3**

An exploration the philosophical foundations of Christian theism and the biblical world view, so that one 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**

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.

**HU 320 Survey of the Christian Writings of C.S. Lewis 3**

A course designed to acquaint the student with the contributions C.S. Lewis has made to present-day Christian thinking and understanding. The course involves the reading of complete books by C.S. Lewis (with the exception of selections out of Poems and The Weight of Glory....), ranging from fiction to expository apologetics, from fantasy to strict, measured logic, from doctrinal discussion to spiritual autobiography, from children's-level fiction to adult-level fiction, from prose to poetry.

**HU 321 World's Living Religions 3**

Background descriptions on the world's religions as to classification, history and doctrines, comparing them with biblical Christianity. The study includes the origin of the concept and the origin of the principle characteristics. May be used as a TH elective by summer EDGE student. (Cross listed with IS 321)

**HU 323 Worldviews 3**

The sociological, philosophical and theological presuppositions (issues such as ethics, knowledge, reality and humanness) from primary writings of worldviews will be analyzed through critical thinking skills. Also, an examination of the philosophical, theological and spiritual benefits of clothing the Christian faith in the garment of worldview.

**HU 381 English Literature 3**

A brief survey of the major contributions to British literature by outstanding English writers.

**HU 382 American Literature 3**

A survey of the major contributions to American literature by outstanding American writers.

**HU 383 Non-Western Literature 3**

An exploration of the historical development of literature outside of British or American Literature. Classic and contemporary literature from Asia, Africa, South America, and the Middle East will be examined.

**HU 412 Apologetics (HU 412 C) 3**

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**  
Designed to build a Christian world and life view, biblical and general studies are integrated with current moral, intellectual, and social questions of the day.

## **INTERCULTURAL STUDIES**

**IS 201 Intercultural Ministry Practicum 1**  
This practicum is designed to help students gain experience working in a structured cross-cultural environment in the Omaha metro area with people from one or more ethnic groups distinct from their own. Prerequisite: TH 203.

**IS 203 The Historical Expansion of the Church: 21 Centuries of World Christian Mission 3**  
A biographical/geographical study of the history of the church's expansion from the First Century A.D. to the present. Emphasis is given to key places and individuals, methodology and organizations involved. Prerequisite: IS 201, IS 218, and TH 203.

**IS 218 Intercultural Relationships I 3**  
An overview of intercultural life and ministry responsibilities in general and participation in The EDGE program in particular. Subjects covered include motivation, personal preparation, expectations and goals. Emphasis is placed upon understanding oneself and relating with the mission organization, the church at home, the church overseas, and team members. Prerequisite IS 201 and TH 203.

**IS 312 Strategies for Evangelism and Church Planting 3**  
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 and field research pertaining to a student's particular EDGE study site are used to demonstrate the application of principles. Prerequisite: IS 201, IS 218, and TH 203.

**IS 318 Intercultural Ministry Field Experience 3**  
A field-based integration of theory and practice accomplished at an EDGE study site under the supervision of a missionary leader and the Intercultural Studies staff. Prerequisite: IS 201, IS 218, and TH 203. Students must carry a 2.0 GPA to be eligible for this course.

**IS 321 World's Living Religions 3**

Overview of the world's major religions as to classification, history and doctrines, and comparison with biblical Christianity. The study includes the origin of the concept of religion, its universality, philosophy and principle characteristics. Emphasis is placed upon the dominant religion of the student's particular EDGE study site. Prerequisite: IS 201, IS 218, and TH 203.

**IS 402-403 Mission Research Seminar 1-4**  
Permits the student to do independent research on some subject within the scope of the total missions endeavor. The instructor provides guidance to the students in the process of their research projects. Students will make presentation of the findings of their research. Prerequisite: IS 201, IS 218, TH 203, completion of the EDGE program, and senior standing or Permission of the Program Director.

**IS 405 Intercultural Relationship II 3**  
Addresses the theory and challenges of relating across cultures in general and the unique challenges of effective cross-cultural communication at the student's particular EDGE study site location. Special emphasis is placed upon the application of basic cultural principles and self-understanding. Prerequisite: IS 201, IS 218, and TH 203.

**IS 412 The Contemporary World and Mission 2**  
A critical evaluation of significant movements affecting the contemporary mission enterprise. Emphasis is placed on partnership in missions, the present state of world evangelization, current cultural and generational trends, and attrition in missions. Careful consideration is given to the responsibility of the church and the missionary in the light of these trends. Prerequisite: IS 201, IS 218, TH 203, completion of the EDGE program, and senior standing or Permission of the Program Director.

**IS 499 Directed Studies 1-4**  
See Biblical Studies for description.

## **INFORMATION TECHNOLOGY**

**IT 101 Introduction to Basic Computing (IT 101 C) 3**  
An introduction to the basic components and operation of microcomputers, including basic competencies in introductory applications (word-processing, database management, spreadsheets, and electronic communications including mail merge). The course includes exploration of local area networks, wide area networks, and the World Wide Web. Competency can

demonstrated by examination in order to substitute another course.

**IT 132 Desktop Publishing and Presentation 3**

The production of computer generated slide shows, overhead transparencies, newsletters, signs and brochures using Microsoft PowerPoint and Adobe PageMaker. Instruction includes the use a flatbed color scanner along with Optical Character Recognition (OCR) and graphic editing software to manipulate text and graphics. Prerequisite: IT 101 or instructor's permission.

**IT 140 Web Page Design 3**

An introduction to web site design using HTML and Netscape Communicator. A ministry-related web page is created and posted on the World Wide Web. Prerequisite: IT 101 or instructor's permission.

**IT 201 Advanced Computer Applications (IT 201C) 3**

Understand the in-depth capabilities and uses in today's world for computer applications. In addition to Microsoft Office 2000, World Wide Web tools and resources will be used to produce needed documents and presentations. Prerequisite: IT 101 or instructor's permission.

**MATHEMATICS**

**MA 201 College Algebra 3**

This course covers fractional expressions; solving quadratic, fractional, polynomial, and radical equations; relations and functions; quadratic and polynomial functions; systems of equations and inequities; exponential and logarithmic functions; and matrices.

**MA 202 Calculus 3**

This course deals with trigonometric functions, oblique triangles, advanced algebra, introductory analytic geometry, and calculus. Emphasis centers on application of the mathematical principles.

**MA 211 Statistics 3**

An introduction to basic statistical methods, including central tendency, parametric, non-parametrical procedures (e.g., tests of association, correlation and comparison).

**MA 245 Calculus I 4**

This course is a study of calculus of a single variable. Topics will include functions, limits, differentiation and applications or integration of algebraic functions.

**MA 246 Calculus II 4**

This course is a continuation of the study of calculus of a single variable. Topics will include differential equations, various integration techniques and applications and infinite series. Prerequisite: MA 245.

**MANAGEMENT AND ORGANIZATIONAL LEADERSHIP (EXCEL)**

**MOL 452EE Intrapersonal & Interpersonal Communication 3**

A study of how one communicates intrapersonally and interpersonally. There will be an emphasis on one's own development looking at personal goals, values and beliefs and realistically preparing for the future. Principles of communication, relationship building, and conflict resolution will be addressed within a variety of contexts.

**MOL 466EE Leading and Managing 4**

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 471EE Organizational Behavior 3**

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.

**MOL 477EE Principles of Human Resource Management 4**

This course addresses issues pertinent to personnel management, recruitment, selection, training, evaluation, discipline and dismissal.

**MOL 478EE Business Finance 3**

An introduction to business and financial policies regarding allocation, acquisition and flow of funds. The manager is introduced to basic accounting terms and principles along with developing skills in reading financial statements.

**MOL 479EE Ethics: Integration of Faith and Work 4**

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.

**MUSIC**

**MU 010-080 Performance Hour 0**

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. Graded on a Pass/Fail basis.

**MU 100 Voice class 1**

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. Special fee.

**MU 121-122 Comprehensive Musicianship 1, 2 4**

A comprehensive study of basic music theory, score analysis, sight reading, ear training, and historical aspects of music. Provides a foundation for the integration of the following skills: analysis, historical knowledge, composition, sight reading, ear training, performance.

**MU 131 Grace University Masterworks Chorus 0-1**

Enrollment is open to anyone. In the spring semester GUMC joins with other Grace University ensembles to prepare and perform The Masterwork's Concert. Rehearsals are held once a week for 2 hours. Graded on a Pass/Fail basis. Students may also choose to enroll in an ensemble for 0 hours credit at 25% of the tuition.

**MU 141 Grace Chorale 0-1**

Designed to teach excellence in choral singing. Many styles of sacred choral literature, including music of non-western cultures 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 yearlong commitment to the Chorale. Graded on a Pass/Fail basis. Students may also choose to enroll in an ensemble for 0 hours credit at 25% of the tuition.

**MU 151 Women's Chorale 0-1**

The Women's Chorale is open to women following a successful audition. Many styles of sacred choral literature are used to teach good singing techniques, musicianship, and aspects of Christian ministry and music. The Women's Chorale performs 10-15 concerts each year. Graded on a Pass/Fail basis. Students may also choose to enroll in an ensemble for 0 hours credit at 25% of the tuition.

**MU 161 Concert Band 0-1**

An ensemble open to all students by audition who play a band instrument. Instruction and experience in ensemble playing is provided through rehearsals and performance opportunities. Graded on a Pass/Fail basis. Students may also choose to enroll in an ensemble for 0 hours credit at 25% of the tuition.

**MU 171 Worship Band 0-1**

This course is suited for music majors who plan to be worship leaders or those who want music credit for General Studies. The Worship Band prepares music suitable for contemporary worship settings and leads worship in various venues including Grace LIFE and in youth outreach events. Students will learn to read music

charts and to improvise. The Worship Band is open to all students who sing or play instruments such as guitar, drums, bass guitar, keyboards following a successful audition. The group is limited to 10 members and the course is repeatable. Students may also choose to enroll in an ensemble for 0 hours credit at 25% of the tuition.

**MU 181 Handbell Choir 0-1**

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 be enrolled 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.

**MU 211 Fundamentals of Music 3**

This course is an introduction to the fundamentals of music and music theory. The students will learn to read musical notation, play a simple song on the piano/keyboard, sight sing, conduct and lead group singing, write musical notation, harmonize a simple melody, and read chord symbols. Students enrolled in the Elementary Education Program are advised to take MU 211.

**MU 213 Music Appreciation 3**

This course is an introduction to music. The aim of this class is to teach students techniques for engaging emotionally and intellectually in music. The students will be taught listening skills that equip them with the capacity for critical judgment in both classical and popular music settings.

**MU 220 Philosophy of Christian Music 3**

Designed to help the student develop a Christian philosophy of music for life and ministry and worship.

**MU 221- 22 Comprehensive Musicianship 3, 4 4**

A comprehensive study of advanced theory, harmony, analysis. Includes a continuation of development of sight singing and ear training skills. Prerequisite: MU 121-122.

**MU 223 Brass Methods & Materials 1**

Alternates with MU 325.

**MU 224 Woodwind Method & Materials 1**

Alternates with MU 326.

**MU 230 Choral Methods & Materials 2**

Designed to teach the student to: 1) select appropriate choral literature, 2) conduct effective rehearsals, and 3) build healthy singing technique in Middle school and high school classes.

**MU 312 Piano Pedagogy 2**

Principles, procedures and materials for teaching piano. Required for all music majors specializing in piano or organ.

**MU 313 Conducting 1 2**  
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**  
Techniques are taught for developing and training groups in matters of tone quality, pitch and ensemble. Emphasis on choral music. Prerequisite: MU 313. (Alternates with MU 336).

**MU 325 String Methods & Materials 1**  
Alternates with MU 223.

**MU 326 Percussion Methods & Materials 1**  
Alternates with MU 224. Methods and Materials courses are designed to give basic instruction in proper tone production and technique.

**MU 330 Band Methods & Materials 2**  
Designed to teach student to 1) select appropriate music, 2) conduct effective rehearsals, and 3) manage a band program in middle school and high school settings.

**MU 335-336 Survey of Music History & Literature 1,2 3**  
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. Prerequisite: MU 121, 122. (Alternates with MU 313, 314.)

**MU 350 Children/Youth Choir Methods and Materials 2**  
The course is designed to train students to direct church or community children/youth choirs. Major emphasis is given to voice building philosophy and methods. In addition, the students learn to select materials and literature for various age groups and singing abilities, to administrate and organize a children's choir program, rehearsal techniques, and the role children's choir program can have in worship and in the church's Christian Education program.

**MU 410 Music Field Experience 0**  
Music students gain practical experience by working at a church with a music director or in a music education setting with a music teacher. Special fee.

**MU 411 Conducting 3 2**  
Designed to teach advanced conducting techniques, score study and preparation. Prerequisite: MU 313, 314.

**MU 412 Senior Recital 1**

Students enroll concurrently with 1 semester hour of applied music in major instrument. Special fee.

**MU 420 Christian Worship: Principles of Design & Organization 3**  
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 421 Contemporary Christian Music Arranging and Directing 2**  
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 & Instrumental Arranging 3**  
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. Prerequisite: MU 121 122, 221-222.

**MU 424 History of Church Music 3**  
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 426 Survey of Music Business & Technology 3**  
An introduction and overview of the different aspects of music business and music technology. Topics include music industry, copyright, MIDI, sequencing, notational software, music promotion and marketing, computer assisted instruction in music, and music on the internet.

**MU 430 Introduction to World Music 3**  
Serves as an introduction to the musical styles and forms of non-Western cultures.

**MU 440 Accompanying & Service Playing 2**  
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.

**MU 450 Vocal Literature 1**  
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**  
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**  
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**  
Designed to cover the major material for orchestras and bands with the primary focus being on the materials for school ensembles.

**MU 499 Directed Studies 1-4**  
See Biblical Studies for description.

**MU B101-402 Brass 1**  
See description listed under MU V101-402 Voice.

**MU C101-402 Composition 1**  
See description listed under MU V101-402 Voice.

**MU G101-402 Guitar 1**  
See description listed under MU V101-402 Voice.

**MU O101-402 Organ 1**  
See description listed under MU V101-402 Voice. Prerequisite: Students must receive instructor's consent before enrolling in applied organ.

**MU P080 Basic Piano Fundamentals Class 1**  
Scales: All major keys, hands together, ascending and descending, one octave. Chord progression: primary chords in all major keys. Root position only. Harmonization: Prepared melodic line with chord symbols of primary chords only. Hymn playing: four-part settings, one traditional hymn in major key. (Spring Semester)

**MU P090 Basic Piano Fundamentals Class 1**  
Scales: All harmonic minor scales, hands together, ascending and descending, one octave. Chord progression: Primary chords in all harmonic minor keys, root position. Harmonization: Unprepared melodic line with chord symbols of primary chords only. Hymn playing: four-part settings one contemporary hymn. (Fall Semester)

**MU P101-402 Piano 1**  
See description listed under MU V101-402 Voice.

**MU Q101-402 Percussion 1**  
See description listed under MU V101-402 Voice.

**MU S101-402 Strings 1**  
See description listed under MU V101-402 Voice.

**MU V101-402 Voice 1**  
Applied music instruction is open to all students; it is required for music majors. Students who take applied music will study one-on-one with the instructor. An 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 music students must 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.). Special fees apply. 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 W101-402 Woodwinds 1**  
See description listed under MU V101-402 Voice.

## **NURSING**

Course descriptions for nursing classes offered at Clarkson College can be obtained by contacting:

Clarkson College  
101 S. 42nd Street  
Omaha, Nebraska 68131  
1-800-647-5500  
www.clarksoncollege.edu

## **PHYSICAL EDUCATION**

**PE 100 Fitness for Living 1 1**  
Designed to improve cardiovascular fitness (Men and Women). Graded on a Pass/Fail basis.

**PE 101 Orientation to Total Fitness 2**  
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. The course is required for all undergraduate programs.

**PE 110 Fitness for Living 2 1**  
Designed to continue the cardiovascular fitness program begun in Fitness for Living 1 (Men and Women). Graded on a Pass/Fail basis.

**PE 200 Aerobics 1 1**  
Designed to use aerobic exercise to develop physical fitness (Women). Graded on a Pass/Fail basis.

**PE 210 Aerobics 2 1**  
Designed to continue the aerobic exercise program begun in Aerobics 1 (Women). Graded on a Pass/Fail basis.

**PE 220 Physical Training 1 1**  
Designed to develop general physical conditioning, with emphasis on muscular strength and endurance, through the use of weight training (Men and Women). Graded on a Pass/Fail basis.

**PE 230 Physical Training 2 1**  
Designed to continue the weight training program begun in Physical Training 1 (Men and Women). Graded on a Pass/Fail basis.

**PE 233 Outdoor Recreation (Backpacking) 1**  
Backpacking experience in a small group environment that emphasizes safety, personal and ecological responsibility. Special fee. Graded on a Pass/Fail basis. Not open to first year students or RA's. Prerequisite: Good physical condition. Please note: The activity fee is nonrefundable.

**PE 234 Outdoor Recreation (Rock Climbing) 1**  
Introduction to the sport of rock climbing. Attention is given to proper climbing ethics, terminology, knots, and use of equipment. The class stresses safety and personal and ecological responsibility. Special fee. Graded on a Pass/Fail basis. Please note: The activity fee is nonrefundable.

**PE 235 Outdoor Recreation (Canoeing) 1**  
A canoeing trip that emphasizes safety and personal and ecological responsibility. Special fee. Graded on a Pass/Fail basis. Prerequisite: Ability to swim. Please note: The activity fee is nonrefundable.

**PE 236 Outdoor Recreation (Mountain Biking) 1**  
This course will introduce the student to the recreational sport of Mountain Biking. This course will cover riding skills and techniques, basic bike maintenance/repair and

safety. The student must supply his/her own working mountain bike and helmet.

**PE 270 Intercollegiate Basketball 1**  
Participation in intercollegiate basketball (Men and Women). Graded on a Pass/Fail basis. A maximum of three hours of intercollegiate athletics is counted toward meeting the required hours in physical education.

**PE 273 Intercollegiate Volleyball 1**  
Participation in intercollegiate volleyball (Women). Graded on a Pass/Fail basis. A maximum of three hours of intercollegiate athletics is counted toward meeting the required hours in physical education.

**PE 275 Intercollegiate Soccer 1**  
Participation in intercollegiate soccer (Men). Graded on a Pass/Fail basis. A maximum of three hours of intercollegiate athletics is counted toward meeting the required hours in physical education.

**PE 300 Care and Prevention of Athletic Injuries 2**  
This course surveys basic prevention, intervention, and injury care procedures in athletics for coaches and athletic trainers. This course serves as an introduction to sports medicine issues for non-medically trained educators.

**PE 304 Health and Physical Education 2**  
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 400 Concepts of Coaching and Officiating 2**  
This study identifies basic concepts of coaching and officiating athletic events for intramural and interscholastic educational programs at the elementary and secondary levels. Principles are applied within a variety of athletic sports.

**PE 402 Coaching Basketball 2**  
A practical study of basic developmental skills, training strategies, and competitive coaching strategies for basketball at the middle school and high school level. Emphasis is placed on player motivation and official regulations of play.

**PE 411 Coaching Soccer 2**  
A practical study of basic developmental skills, training strategies, and competitive coaching strategies for soccer at the middle school and high school level. Emphasis is placed on individual player and team motivation, and official regulations of play.

**PE 412 Coaching Volleyball 2**  
A practical study of basic developmental skills, training strategies, and competitive coaching strategies for

volleyball at the middle school and high school level. Emphasis is placed on individual player and team motivation, and official regulations of play.

**PE 421 Coaching Baseball and Softball 2**  
A practical study of basic developmental skills, training strategies, and competitive coaching strategies for baseball and softball at the middle school and high school level. Emphasis is placed on individual player and team motivation, and official regulations of play.

**PE 422 Coaching Track and Field 2**  
Practical study of basic developmental skills, training strategies for track and field events at the middle school and high school level. Emphasis is placed on individual player and team motivation, and official regulations of play.

**PE 491 Philosophy and Psychology of Coaching 2**  
This course is designed to help educators develop a philosophy of coaching consistent with Judeo-Christian values that integrates an understanding of coaching psychology. Discussion of ethics as it relates to competition is included.

**PE 495 Concepts of Coaching 3**  
This course is designed to help educators develop a philosophy of coaching consistent with Judeo-Christian values that integrates an understanding of coaching psychology. Discussion of ethics as it relates to competition is included.

## **PSYCHOLOGY**

**PSY 101 General Psychology (PSY 101C) 3**  
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. Students interested in pursuing a Psychology major must earn a grade of C or better in PSY 101 in order to continue in the program. Students that receive a D or F must retake the course prior to taking other required Psychology courses.

**PSY 200 Educational Psychology 3**  
A study in the psychological principles underlying learning and effective teaching, the effect of social and personality factors on the learning process, and the application of learning theory to teaching. The course is designed to build upon knowledge gained in the General Psychology course requirement. Cross-listed as ED 201. Prerequisite: PSY 101 General Psychology or may be taken concurrently with PSY 101.

**PSY 201 Interpersonal Communication 3**

This class examines the theories and development of interpersonal relationships and counseling skills. Principles of communication, relationship building and interpersonal growth within various contexts are covered. Prerequisite: PSY 101 General Psychology or may be taken concurrently with PSY 101.

**PSY 211 Child and Adolescent Development 3**

A study of the basic theories, principles, research findings and ideas about child and adolescent development from a psychological perspective, covering from conception to adolescence. Factors which influence the child and adolescent are noted with regard to their effect on the child's physical, cognitive, social, and personality development. Prerequisite: PSY 101 General Psychology or may be taken concurrently with PSY 101.

**PSY 212 Adult Development 3**

An examination of the developmental processes which take place during normal adult life. The major theorists in this area will be examined and reviewed. An integration of spiritual maturity and adult life experiences will be made. Prerequisite: PSY 101 General Psychology or may be taken concurrently with PSY 101.

**PSY 300C Introduction to Biblical Counseling (or CM 404) 3**

Designed to integrate Scripture, psychology and introductory counseling, the course focuses on the issues and problems of being a people helper. Special fee.

**PSY 302 Theories of Personality 3**

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 a biblical context.

**PSY 303 Abnormal Psychology 3**

A study of the etiology, diagnosis and treatment of abnormal behavior. The student is introduced to the DSM IV. Prerequisite: PSY 101 General Psychology.

**PSY 305 Multicultural Psychology 2**

A study of the cultural, social and economic factors that apply to specific cultural, ethnic and racial minority populations. Special attention will be given to African American, Hispanic, Native American, and Asian cultures. Specific theories and methods when working with these groups will be addressed. Prerequisite: PSY 101 General Psychology.

**PSY 306 Cognitive Psychology 3**

A study of the major principles, research methods, and empirical findings of cognitive psychology. The course will consider such topics as learning, memory, attention, thinking functions and structures, and artificial intelligence. Prerequisite: PSY 101 General Psychology.

**PSY 311 Physiological Psychology 3**  
A study of human physiology with special emphasis on the primary mechanisms that control emotional, cognitive, and behavioral functions. Prerequisite: SCI 341 Principles of Biology or equivalent.

**PSY 400 Social Psychology 3**  
A study of the social and psychological processes of human interaction. Major topics to be covered include conformity, aggression, self-justification, persuasion, prejudice, attraction and interpersonal communication. Analysis of social behavior, including social cognition, attitude formation and change, conformity, prejudice, group processes, etc. Both theory and research findings will be examined. Prerequisite: PSY 101 General Psychology.

**PSY 401 Professional Ethics and Issues 1**  
A study of the standards of conduct and ethics as they apply to human services and chemical dependency counseling. These include: legal issues, client welfare, professionalism, counselor values and conflicts, dual roles, confidentiality, informed consent, professional development, burnout and self-care. Ethical codes of various professional organizations will be examined as well.

**PSY 410 Spiritual Issues and Psychology 3**  
This course provides an overview of the issues of faith and psychology. Models of integrative thought and practice are explored and evaluated.

**PSY 411 Theories of Psychology and Psychotherapy 3**  
This course will provide an introduction to the major theories and techniques of behavior change as related to psychology and psychotherapy. Client-related techniques focusing on establishing rapport will be practiced and evaluated. A critical evaluation of theory and techniques are stressed. Emphasis will be given to practice and acquisition of basic skills in psychology and psychotherapy. Prerequisite: PSY 101 General Psychology.

**PSY 412 Group Dynamics 3**  
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.

**PSY 452E Intrapersonal & Interpersonal Communication 3**  
A study of how one communicates intrapersonally and interpersonally. There will be an emphasis on one's own development looking at personal goals, values and beliefs and realistically preparing for the future. Principles of communication, relationship building, and conflict resolution will be addressed within a variety of contexts.

**PSY 453 Marriage & Home Leadership Studies 3**  
The purpose of this course is to enhance students' understanding of how to have a successful marriage (focusing on the principle of the permanence of marriage), while emphasizing what it means to be a leader of others. Students will be exposed to typical issues that singles and spouses face in today's society. Biblical teachings, existing research, and current popular techniques will be reviewed, with the goal of aiding each students' understanding of leadership and marital issues. (This course taught at Focus on the Family Institute.)

**PSY 454 Family Life Studies 3**  
The purpose of this course is to enhance students' appreciation of the importance of proper parenting, and the sanctity of human life. Students will be exposed to typical problematic issues that most parents are forced to confront as they attempt to raise healthy children. Additionally, students will be exposed to the principles that life is sacred, unique, broken, beautiful, and deserving of love and truth. Biblical teachings, existing research, and current popular techniques will be reviewed, with the goal of aiding each student in their development of a personal strategy for dealing with problematic parenting areas. (This course taught at Focus on the Family Institute.)

**PSY 468 Practicum 2**  
Supervised experiences in helping activities in mental health agencies and institutions. Prerequisite: PSY 101 General Psychology, PSY 211 Child and Adolescent Development, PSY 212 Adult Development, PSY 303 Abnormal Psychology.

**PSY 473 Alcohol/Drug Assessment, Case Planning and Management 2**  
This course will cover the process of collecting relevant data about clients/client systems and their environment, and evaluating the data for making decisions regarding alcohol/drug disorder diagnosis, treatment and/or referral. Identifying and prioritizing client treatment goals and collaboration and coordination with other services, agencies and resources to achieve those goals will be included. The student will also practice assessing and managing cases, including the development of sample case records, using the client's written record to guide and monitor services with emphasis on the development of the social history and intake, initial assessment, individual treatment plan with measurable goals and objectives, and documentation of progress and ongoing assessment.

**PSY 473E Lifespan Development 4**  
This course will focus on the physical, cognitive, psychological and spiritual development processes which take place during childhood, adolescence and adulthood. The major theories will be examined and reviewed.

**PSY 474E Marriage & Family 4**  
 This course will focus on the basic concepts of establishing and maintaining a home including defining marriage and exploring family structures. Emphasis is given to understanding the social and psychological forces which impact marriage and family life. It will include a Biblical model of marriage, family life, and parenting. We will consider the effects of modern thought, cultures, and behaviors on family structures. The role of the church in marriage and family development will also be explored.

**PSY 475 Medical and Psychosocial Aspects of Alcohol/Drug Use, Abuse and Addiction 3**  
 This course will include the study of the physiological and sociological aspects of alcohol/drug use, abuse and dependence. The classification and basic pharmacology of drugs, basic physiology and the effects of drug use on the systems of the body, and alcohol and drug tolerance will be addressed. The course will also include etiological, behavioral, cultural and demographic aspects and belief systems about alcohol/drug use along with the processes of dependence and addiction including signs, symptoms and behavior patterns.

**PSY 475EE Personality Theories 3**  
 A study of the major theories of personality. This course emphasizes the understanding of the development, structure and dynamics of the various theories. These will be evaluated from a Biblical context.

**PSY 476EE Abnormal Psychology 4**  
 A study of the etiology, diagnosis and treatment of abnormal behavior. The student is introduced to the DSM IV.

**PSY 477 Clinical Treatment Issues in Chemical Dependency 2**  
 This course will include the study of treatment issues specific to alcohol/drug disorders, including dual diagnosis and the impact of physical and mental health disorders on treatment, historical and generation influences, the family disease concept and 12-step philosophies. Also covered are special populations and how they affect the assessment of, response to and delivery of alcohol and drug treatment.

**PSY 477EE Social Psychology 3**  
 A study of the social and psychological processes of human interaction. Major topics to be covered include conformity, aggression, self-justification, persuasion, prejudice, attraction and interpersonal communication. A special emphasis will be placed on group dynamics.

**PSY 490 Senior Seminar 2**  
 This course will give the student the opportunity to assimilate the knowledge they have gained through their course of instruction and apply that knowledge through

field exercises as well as displaying their skills through the generating, developing and delivery of a research proposal. Prerequisite: MA 211 and SS 204.

**PSY 499 Directed Study 1-4**  
 See Biblical Studies for description.

**PSY 4401-4419 Selected topics in Psychology 1-3**  
 Each seminar module focuses on a specific, contemporary issue in the field of psychology.

## SCIENCE

**SCI 211 Applied Physics 3**  
 This introduction emphasizes the mechanical principles of physics. Subject areas include vectors, equilibrium, laws of motion, work and energy principles, conservation laws, work, energy, motion, and the use of mathematics to solve problems.

**SCI 252 Meteorology 3**  
 An introductory study in meteorology with application to aviation. Topics presented will include, atmospheric composition and structure, temperature, moisture, cloud development and forms, precipitation processes, pressure and wind, air masses, the mid-latitude cyclone, and thunderstorms. There will also be an introduction to weather services and products used forecasting, analysis, and flight planning. Prerequisite: MA 202 Calculus and SCI 211 Applied Physics.

**SCI 310 Geographical and Historical Settings of the Bible 4**  
 A study of the physical features of the land of the Bible, stressing geographical factors affecting settlement and communication in the various regions. 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. This courses is taken at Jerusalem University College.

**SCI 341 Principles of Biology 3**  
 An introductory course covering the organization of life, cell theory, cellular energy pathways, genetics, basic concepts of taxonomy, origins and a survey of the five kingdoms.

**SCI 341L Biology Lab 1**  
 A two-hour weekly Biology Laboratory which includes microscope work as well as specimens dissection. Co-requisite: SCI 341.

**SCI 342 Physical Science 3**  
 An introductory course dealing with the interaction of matter and energy. It examines forms of energy such as mechanics, heat, light, sound, electricity, and magnetism.

It introduces the disciplines of chemistry, physics, geology, meteorology, astronomy, and ecology.

**SCI 345 Ecology and Resource Conservation (SCI 345 C) 3**

A study of the interrelationships of organisms with their living and non-living environment; includes populations, communities, ecosystems, and biomes with an emphasis on conservation of resources and biblical stewardship of the creation.

**SPEECH**

**SP 120 Oral Communications 3**

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. Students must pass this class with a grade of "C" or above to be admitted to professional programs.

**SOCIAL SCIENCES**

**SS 100 Seminar in Residence Life 1**

A focus on preparing students for leadership roles on campus in Residence Life. Students are trained in leadership skills, listening skills, and other relationship building abilities. Prerequisite: Involvement in student leadership.

**SS 101 Freshmen Seminar 1**

An introduction to personality, aptitude and ability, career path selection, with discussions about discerning divine purpose for life. Skill sets necessary for successful completion of post-secondary training and education will also be addressed including campus life involvement, time management, financial management, faculty expectations, and university objectives. Career assessments, personality inventories, learning style discoveries, and time management tools will be used in this course. A Leadership Core Requirement. Graded on a Pass/Fail basis.

**SS 105 Leadership Seminar 1**

Course will focus on the necessary skills to provide effective leadership on campus. Topics addressed will include understanding personal leadership styles, advanced listening skills, crisis intervention, mentoring and small group skills. Students will utilize these skills within the context of their current leadership role.

**SS 201 Principles of Economics 1 3**

A study of the principles of Economics with a microeconomics perspective.

**SS 202 Principles of Economics 2 3**

A continuation of SS 201 with an emphasis on macroeconomics.

**SS 203 Discovering Geography 3**

This is an introductory course in geography. It will study the field of geography and will demonstrate the relevance of basic geographic concepts and methodologies.

**SS 204 Introduction to Social Science Research 3**

An overview of social science research methods and data analysis techniques for qualitative and quantitative studies.

**SS 214 Cultural Anthropology 3**

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**

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 (SS 231 C) 3**

A chronological survey of the Christian Church that gives special emphasis to theological development and change.

**SS 232 African-American History 3**

This course is designed to be an intense investigation of the history, experiences and circumstances of African Americans within the larger "American" context from colonial times to the present. It seeks to deal with both the perspectives and realities of the African-American experience and the larger realities of racial attitudes and behaviors of the American context.

**SS 233 History of the American People 3**

A comprehensive study of the various ethnic and social groups that comprise the American people. Special emphasis will be placed on the experience and contributions of Native Americans, African-Americans, Mexican-Americans and women in American culture throughout American history.

**SS 241 Nebraska History 3**

A study of Nebraska from its earliest records to the present. Special emphasis is placed on Native American cultures, as well as Nebraska's development within a regional and national context.

**SS 303 Physical Geography 3**

Physical geography uses a geographer's perspective to study the earth's surface and the forces that shape it. Because of the subject matter and the geographer's particular interest, the course will cover topics in

geology and climatology as well as the scientific approach to asking and answering questions about our world.

**SS 313                    Marriage and the Family                    3**

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                    World Civilization 1                    3**

A survey of the history of selected civilizations from the origins of the first human civilizations to the Renaissance. It focuses on political, economic, social, cultural, and technological contributions of these civilizations, individually and collectively, to the modern world. A Christian philosophy of history is addressed.

**SS 332                    World Civilization 2                    3**

This course surveys the history of selected civilizations from the Renaissance to the present. It focuses on political, economic, social, cultural, and technological contributions of these civilizations, individually and collectively, to the modern world. A Christian philosophy of history is addressed.

**SS 333                    Introduction to  
                                 American Politics                    3**

This course is designed to provide students with an opportunity to learn about the history, structure, and functions of the United States political system. The focus of this course will be on the choices that people make in public life, and the ways that various factors, including governmental institutions, shape the choices that can be made.

**SS 336                    History of the  
                                 Western Hemisphere                    3**

A study of the peoples and states that have comprised the Western Hemisphere throughout history. Special attention will be given to contemporary relationships between the United States, Canada and Latin America from a historical and global perspective.

**SS 343                    Historiography                    3**

A critical study of the history of writing history and the concepts, contributions and controversies involved in the development of historical writing. Special attention is placed on the roles of evidence, interpretation and worldview in writing history. The skills involved in researching historical topics are also applied.

**SS 400                    Senior Integration                    1**

Designed to assess student integration of biblical studies, general education, and professional studies, this course serves as a capping course for all bachelor degree programs. The course anticipates transition issues for seniors preparing to leave the university's undergraduate

environment for employment and/or further training opportunities. A Leadership Core Requirement.

**SS 431                    American Civilization 1                    3**

A survey of American history from discovery by Europeans through the Civil War and reconstruction. The focus is on political, economic, social, cultural, and technological contributions of individuals and groups and their impact on modern America. Attention is placed on founding documents of the United States of America. A Christian philosophy of history is addressed.

**SS 432                    American Civilization 2                    3**

A survey of American history from the Civil War to the present. The focus is on political, economic, social, cultural, and technological contributions of individuals and groups and their impact on modern America. Attention is placed on late twentieth century post-modern philosophy and its promotion of pluralism, relativism, and individualism in American culture. A Christian philosophy of history is addressed.

**SS 433                    American Government                    3**

This course is an introduction to national government including a study of the structural function of the political system and the elements of constitutionalism, federalism, republicanism, and states rights. Analysis of the U.S. Constitution and Amendments, the political party structures and values, and current federal and state decision making processes are explored. Special emphasis is placed on Constitutional interpretation in American history.

**SS 499                    Directed Studies                    1-4**

See Biblical Studies for description.

**THEOLOGY**

**TH 200                    Survey of Theology                    2**

This course is an introduction to all areas of Theology. The student is familiarized with the terms and concepts associated with theological study to form the base from which deeper study may occur.

**TH 203                    Theology of Church Mission  
                                 (TH203C)                    2**

This course evaluates ecclesiology from a personal and practical standpoint. The church is examined as an organism and as an organization. Emphasis is given to the believer's role in and responsibility to the church. The students also analyze the relationship of the gospel and the church to culture in this country and throughout the world.

**TH 300                    What They Believe (TH 300C)                    3**

This course is a survey of religious groups that claim to be "Christian" but whose theological positions are inconsistent with orthodox Christianity. Historical data about each group and its religious roots as well as a

systematic comparison of each group's Theology as compared to Scripture is emphasized.

**TH 301 Theology 1 3**

This course is a study of systematic theology in regard to the issues of the Bible, God the Father, Christ, and the Holy Spirit.

**TH 302 Theology 2 3**

This course is a study of the systematic theology of Angels, Humanity, Sin, and Salvation.

**TH 303 Theology 3 3**

This course is a study of the systematic theology of the Church and Last things. Selected current theological issues are also studied.

**TH 310 Contemporary Theology 2**

This course is a study of contemporary issues, thinkers, and trends in theology.

**TH 499 Directed Studies 1-4**

See Biblical Studies for description.

**URBAN MINISTRIES**

**UM 201 Introduction to Urban Ministries 3**

An introduction to the study of ministry in the urban setting. The material is divided into 3 sections which include: (1) the history of the city, (2) the dynamics of the city including a comparison of cities in the U.S. and other countries; the conflicts which result from racial and cultural diversity in the city; the social and economic structure of the city; and the urban dilemma, (3) how to minister in the city with all its unique characteristics and problems (the urban dilemma).

**UM 210 Urban Ministry Practicum 1**

This practicum is to be completed in conjunction with ED 203 Pluralism and Cultural Diversity. The purpose of the practicum is that the student will gain experience in working in a cross-cultural environment with people from one or more ethnic groups other than their own.

**UM 301 Introduction to Public Administration 3**

An introduction to the study of Public Administration (bureaucracy). This course will include a study of the history of public administration in the US with comparison made to other countries. Important laws having to do with the public administration will be discussed and their implications upon our lives and our cities. Different styles of leadership will be discussed so that the student will understand the perspective of the bureaucrat. The student will be given the Servant Leader model as the one best used to work with the bureaucrat and to accomplish ministry in the city.

**UM 330 Field Work 3**

Field Work consists of one semester of ministry in the specific field of choice. The ministry must have the approval of the Director of Field Education (see the Field Education Manual under Social Sciences) and the department chair.

**UM 412 Urban Ministries 3**

This is an advanced class in Urban Ministries where the student will concentrate on the theology of the city; on urban planning and on the development of a non-profit corporation including fund raising. All of these elements are brought together so that a student will be able to develop an urban ministry from the ground up.

**UM 423 Senior Seminar 3**

This is a research and a Practicum in the specific area of interest. The student, in cooperation with the department chair, will research a specific area of interest in urban ministry. This research will include on-site visits as a Practicum complete with interviews and actual experience in the field of research. Areas of research may include, but are not limited to: the inner city church; rescue mission ministry; transitional living programs; drug and alcohol rehabilitation; para-church organizations in the inner city; and the delivery of social services.

**UM 499 Directed Studies 1-4**

See Biblical Studies for description.



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Director of Planned Giving

**Douglas B. Russell, B.S.**  
Director of Alumni & Church Ministries

## Faculty

---

**Susan E. Alford**, Director, Teacher Education Program; Assistant Professor in Teacher Education

B.S., Wheaton College; M.S., University of Nebraska at Omaha; Doctoral Studies, University of Nebraska at Lincoln. *Grace University, 1994.*

**Nathan T. Boeker**, Educational Technologist; Instructor

B.S., Grace University; M.A., Grace University; M.A., Western Governors University. *Grace University, 1998.*

**Jared T. Burkholder**, Vice President for Student Services; Associate Professor of Intercultural Studies

B.A., Grace College of the Bible; M.A., St. Francis College; M.Div., Th.M., Grace Theological Seminary; D.Min., Trinity Evangelical Divinity School. *Grace University, 1989.*

**John G. Costello**, Servant Leadership Training Director; Instructor of Spanish and Intercultural Studies

B.S., Grace University; M.A., Grace Theological Seminary. *Grace University, 2002.*

**Martin Richard Dahlquist**, Dean, Adult Education; Professor, Christian Ministries.

B.R.E., Grand Rapids Baptist College; Th.M., D.Min., Dallas Theological Seminary; M.A., Grace Theological Seminary. *Grace University, 1996.*

**James P. Eckman**, President; Professor of History and Biblical Studies

B.S., Millersville University; M.A., Lehigh University; Th.M., Dallas Theological Seminary; Ph.D., University of Nebraska at Lincoln. *Grace University, 1983.*

**Elizabeth J. Hawkins**, Chair, General Studies Division; Assistant Professor of English and Psychology

B.A., Creighton University; M.A., Grace University. *Grace University, 2003.*

**Deborah S. Hoffman**, Director, Graduate Counseling Program

B.A., Hope College; M.A., Psy.D., Fuller Theological Seminary. *Grace University, 1997.*

**John D. Holmes**, Dean, Grace College of the Bible; Associate Professor of Biblical Studies.

B.A., Grace College of the Bible; Th.M. Dallas Theological Seminary; Ph.D., University of Nebraska at Lincoln. *Grace University, 1993.*

**Jon G. Hood**, Teacher Ed Certification Officer; Instructor of Teacher Education

B.S., Northwestern College; M.S., University of Nebraska at Omaha. *Grace University, 2005.*

**Jeffrey R. James**, Associate Professor of Music

B.M.E., M.M., University of Nebraska at Lincoln; University of Nebraska at Omaha; Kearney State College; Arizona State University; Vandercook College of Music. *Grace University, 1994.*

**Michelle L. Lundgren**, Field Education Director; Assistant Professor of Teacher Education

University of Arizona; B.S., University of Nebraska at Omaha; M.S., University of Nebraska at Omaha; Ed.D.,

University of Nebraska at Omaha. *Grace University, 2001.*

**Gary L. Nebeker**, Associate Professor of Theology  
B.A., Colorado Christian College; Th.M., Ph.D., Dallas Theological Seminary. *Grace University, 1997.*

**James B. Nichols**, Chair, Professional Studies Division; Director, Business and Technology Program; Assistant Professor of Business and Technology

B.S., Iowa State University; M.B.A., University of Dallas; Doctoral Studies, Anderson University. *Grace University, 2003.*

**Karl E. Pagenkemper**, Academic Vice President; Chair, Biblical Studies Division; Professor of Biblical Studies

B.A., The Pennsylvania State University; M.Div., International School of Theology; S.T.M., Dallas Theological Seminary; Th.D., Dallas Theological Seminary; Ph.D. Studies, Claremont Graduate University. *Grace University, 2002.*

**Richard A. Ramsey**, Director, Christian Ministries Program; Assistant Professor of Christian Education

B.G.S., Indiana University Southeast; M.Div., Southern Baptist Theological Seminary; Ph.D., Southern Baptist Theological Seminary. *Grace University, 2004.*

**Anita L. Rodriguez**, Assistant Professor of Business and Technology

B.S., City University; M.A., Washington State University; Certified Public Accountant in State of Florida. *Grace University, 2004.*

**Conrado Rodriguez**, Assistant Professor of Counseling  
B.A., Northwest Nazarene University; M.Ed., Heritage College; Ph.D., Washington State University. *Grace University, 2004.*

**C. James Santoro**, Director, Psychology Program; Assistant Professor of Psychology; Career Development Coordinator

B.S., The Ohio State University; M.S., University of Northern Colorado; M.A., Grace University. *Grace University, 2005.*

**Ronald J. Shope**, Director, Communications Program; Director of Assessment and Institutional Research; Professor of Communications and Research

Diploma, B.A., Moody Bible Institute; M.A., Wheaton College; Ph.D., The Pennsylvania State University; Graduate Studies, University of Nebraska at Lincoln. *Grace University, 1987.*

**Michael A. Smith**, Director, Intercultural Studies Program; Instructor in Intercultural Studies

B.A., Grace University; M.Div., Grace Theological Seminary. *Grace University, 1999.*

**Donald J. Tschetter**, Assistant Registrar

B.A., D.D., Grace University; M.Div., D.D., Grace Theological Seminary; B.A., Huron College; Graduate Studies, University of Wichita; M.S., University of Nebraska at Omaha; University of Nebraska at Lincoln. *Grace University, 1958.*

**Kris J. Udd**, Registrar

B.A. Calvary Bible College; M.Div. Grace Theological Seminary; M.L.S, Indiana University; Ph.D. in progress, Andrews University. *Grace University, 2004.*

**Stanley V. Udd**, Library Director

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; Postgraduate Study, Institute of Holy Land Studies; Central Baptist Theological Seminary; M.L.S., Emporia State University. *Grace University, 1991.*

**Gregory D. Zielke**, Director, Music Program; Professor of Music

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

## **Adjunct Faculty**

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**Rodney D. Anderson**, Biblical Studies

B.A., Grace University; Th.M., Dallas Theological Seminary. *Grace University, 1999.*

**Larry Allen**, EXCEL Biblical Studies

B.A., Southern Baptist University, Missouri; M.Div., Southwest Baptist Theological Seminary; D.STh., Bethany Seminary. *Grace University, 2005.*

**Richard L. Angelo**, Camping

Northwestern College; Diploma, Minneapolis Technical Institute; B.S., Grace College; M.S., Aurora University. *Grace University, 1979.*

**Camtrice L. Bextan**, Music-Piano

B.A., University of Nebraska at Omaha; M.A., University of Nebraska at Omaha. *Grace University, 2005.*

**Timothy L. Bohlke**, Christian Education

B.A. University of Nebraska at Lincoln; M.A., University of Nebraska at Lincoln. *Grace University, 1997.*

**Frank E. Bowers**, Counseling

B.A., Houston Baptist University; M.Div., New Orleans Baptist Theological Seminary; M.S., William Carey College; Ph.D., University of Southern Mississippi. *Grace University, 1997.*

**Justin R. Brogan**, EXCEL Psychology

B.S., Grace University; M.A., Grace University. *Grace University, 2006.*

**John J. Burdic**, EXCEL Management and Organizational Leadership

B.S., Eastern New Mexico University; M.B.A., University of Nebraska at Lincoln; M.A., Denver Conservative Baptist Theological Seminary. *Grace University, 1995.*

**Stephanie A. Burdic**, Teacher Education

B.A., University of Northern Colorado; Coursework, Rockmount College, Providence Seminary; M.S., University of Nebraska at Omaha. *Grace University, 2000.*

**Jim W. Classen**, Physical Education

Grace College of the Bible; B.A., Oregon College of Education; M.S., University of Nebraska at Omaha. *Grace University, 1972.*

**James D. Connelly**, Psychology

B.A., Louisiana Baptist University; M.A., Grace University. *Grace University, 2006.*

**Larry E. Crippen**, EXCEL Psychology

B.A., Northwestern College; M.A., Liberty University; Course Work, Barrington College. *Grace University, 2000.*

**Michael Friesen**, Biblical Studies

B.A., Grace College of the Bible; Th.M., Dallas Theological Seminary. *Grace University, 1997.*

**Doris M. Fyfe**, Teacher Education

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

**Robert S. Gall**, CADAC Courses; Counseling

B.S., University of Nebraska at Omaha; CADAC Certification, Metropolitan Community College; M.A., Grace University. *Grace University, 2004.*

**Larry Guthrie**, Camping

B.S., M.Ed., Ph.D., University of Illinois, Urbana Campus. *Grace University, 2002.*

**Renee Hanson**, Teacher Education

B.A., Mankato State; B.S., Peru State College. *Grace University, 2003.*

**Joseph D. Harder**, Bible and Theology

B.S., University of Kansas; N.C.S., Regent College; M.A., Grace University; Doctoral Studies, University of Nebraska at Lincoln. *Grace University, 2005.*

**Lisa L. Harder**, Psychology

B.A., Grace University; M.A., Columbia International University. *Grace University, 1998.*

**Dennis A. Hartford**, Humanities

B.A., University of Nebraska at Omaha; M.A., University of Nebraska at Omaha; *Grace University, 2006.*

**Daniel L. Hauge**, Biblical Studies

B.A., Grace University; Th.M., Dallas Theological Seminary. *Grace University, 2002.*

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B.S., Grace University; M.A., Grace University. *Grace University, 2006.*

**Cynthia L. Johnson**, Counseling

B.A., University of Nebraska at Kearney; M.S., University of Nebraska at Kearney. *Grace University, 1994.*

**Terry L. Johnson**, EXCEL Bible

B.A., Ambassador University; M.A., Grace University. *Grace University, 2004.*

**Darryl W. Keeney**, EXCEL Management and Organizational Leadership

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

**Timothy L. Koehn**, Teacher Education

B.S., Sterling College; M.S., Kansas State University; Graduate Study, Calvary Theological Seminary; Doctoral Studies, Walden University. *Grace University, 1999.*

**Paul L. Koenig**, Music-Voice

B.M.E., Morningside College; M.M.E., Vander Cook College of Music. *Grace University, 1999.*

**Charles E. Larsen**, Bible

A.A., Delmar College; Th.B., Detroit Bible College (William Tyndale); Th.M., Dallas Theological Seminary. *Grace University, 1994.*

- Stanley D. Latta**, EXCEL Psychology  
B.S., M.A., Grace University. *Grace University, 2000.*
- Kevin H. Maret**, Music-Percussion  
B.S., Northwestern Missouri State University; N.A., Conservatory Music, University of Missouri at Kansas City. *Grace University, 2004.*
- Rachael K. Means**, Music  
B.M., University of Nebraska at Omaha; M.M., University of Nebraska at Omaha. *Grace University, 2005.*
- Denise B. Nebeker**, Psychology  
B.A., University of Northern Carolina; Certificate, Harvard University; Certificate, Columbia International University; M.S., Georgia State University. *Grace University, 2001.*
- Theresa A. Nelson**, Communications  
B.A., University of Wisconsin at Eau Claire; M.A., University of Nebraska at Omaha. *Grace University, 2005.*
- Jon L. Novak**, Music - Guitar  
University of Nebraska at Omaha. *Grace University, 1993.*
- Roger A. Nye**, Music-Bassoon  
B.M., Eastman School of Music; M.M., USC School of Music, Los Angeles. *Grace University, 2002.*
- Thomas A. Orange**, Teacher Education  
Certificate, Metropolitan Communication College; Coursework, University of Nebraska at Omaha; A.A., Grand Rapids Junior College; B.S., Calvin College; B.A., Grand Rapids Baptist College; M.S., University of Kansas; Doctorial Studies, University of Nebraska at Omaha. *Grace University, 1999.*
- Ann K. Ostberg**, Mathematics and Teacher Education  
B.S., Southern Illinois University at Edwardsville; M.Ed., University of Nebraska at Lincoln; Graduate Studies, Kansas State University. *Grace University, 2004.*
- Bonnie L. Paschold**, EXCEL Management and Organizational Leadership, and EXCEL Psychology  
B.S., Grace University, 2001; M.A., University of Nebraska at Lincoln. *Grace University, 1994.*
- Stanley A. Parker**, Ministries Studies  
B.A., University of Nebraska at Lincoln; specialized ministries. *Grace University, 2005.*
- Don L. Paul**, Pastoral Ministries  
B.A., Grace University; General studies, Providence Seminary, Otterborne, Manitoba; N.Div., D.Min., Denver Seminary. *Grace University, 2005.*
- Gary R. Peterson**, English  
B.A., State University of New York at Stony Brook; M.A., Grace University. *Grace University, 2005.*
- Patrick Petkau**, Camping  
B.R.E., B.B.S., Prairie Bible Institute; M.A., Wheaton College. *Grace University, 1989.*
- Katherine C. Pullen**, Advisor of Nursing Cooperative Program  
B.A., Creighton University; B.S.N., Creighton University. *Grace University, 2000.*
- Joyce L. Reimer**, Music – Piano and Organ  
B.S.M., Grace College of the Bible; M.M., University of Nebraska at Lincoln. *Grace University, 1994.*
- Christopher M. Saub**, Music - Guitar  
B.S., University of Nebraska at Omaha; Graduate Studies, Dallas Theological Seminary. *Grace University, 2003.*
- David Schultz**, Philosophy  
B.A., Pre-Seminary, Grace University; M.A., Philosophy, University of Nebraska at Lincoln; Post-M.A. Studies. *Grace University, 1996.*
- Joy E. Schulz**, History  
B.A., Asbury College; M.A., Creighton University; Doctoral Studies, University of Nebraska, Lincoln. *Grace University, 2003.*
- Joy L. Slaughter**, Teacher Education  
B.S., M.S., University of Nebraska at Omaha; Coursework, Peru State College. *Grace University, 2000.*
- Lip-Khoon (Kenneth) Soh**, Music  
Royal Schools of Music ABRSM; B.A., Northwest Missouri State University; M.M., University of Nebraska at Omaha. *Grace University, 1999.*
- Don W. Swaggard**, Music - French Horn  
Cleveland Institute of Music, Omaha Symphonic Orchestra. *Grace University, 1997.*
- Clifton R. Tulsie**, EXCEL Psychology  
B.Th., Grace Bible College, Wyoming, MI; M.A., Counseling, Grace University. *Grace University, 2005.*
- Darby L. Whealy**, English  
B.S., Grace University; M.A., Creighton University. *Grace University, 2002.*
- Mike P. Wulbecker**, Physical Education  
B.S., Northwest Missouri University; N.S., Northwest Missouri University. *Grace University, 2002.*

## Alumni Association

The University strives to help Grace Alumni stay connected with Grace. The purpose of the Association is to maintain communication between the alumni and University, to promote fellowship among the alumni, to foster prayer and support for the University and one another, and to encourage alumni to uphold the spiritual, evangelistic, and academic emphasis of the University. Alumni are a vital part of the continuing excellence that is Grace University. More information about the Alumni Association and its' activities can be found on the web site at [www.GraceUniversity.edu/Alumni](http://www.GraceUniversity.edu/Alumni).

## Statistical Information

### **UNIVERSITY UNDERGRADUATE ENROLLMENT ANALYSIS**

#### **By State**

Alaska	2	
Arizona	1	
California	1	
Colorado	2	
Georgia	1	
Illinois	2	
Iowa	51	
Kansas	17	
Michigan	2	
Minnesota	3	
Missouri	5	
Montana	2	
Nebraska	317	
New Mexico	1	
New York	1	
North Dakota	3	
Ohio	1	
Oklahoma	1	
South Carolina	1	
South Dakota	14	
Texas	3	
Unknown	2	
Vermont	1	
Wisconsin	4	
Wyoming		1

#### **By Country**

China	1
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#### **By Church Affiliation**

American Baptist	3
Assembly of God	15
Baptist, General Conference	17
Berean Fundamental	14
Christian & Missionary Alliance	14
Evangelical Free	38
Fellowship of Evangelical Bible Churches	7
Foursquare Gospel	1
Independent	79
Independent Baptist	4
Lutheran	16
Mennonite Brethren	13
Mennonite Church U.S.A.	4
Nazarene	3
Non-Denominational	1
Other	66
Presbyterian	5
Roman Catholic	1
Southern Baptist	26
Unaffiliated	33
Unidentified Baptist	16
United Methodist	5
Unknown	59

*\*Data from Spring 2005, registration statistics.*

## GRADUATION RATE

The current graduation rate, based on the Fall 1999 entering class, is 45%. This rate is based on full-time, first-time students completing a program within 150% of the normal time required for their program. Many students opt to extend the length of study due to employment needs, family issues, or academic achievement goals. The University has no statute of limitations regarding completion of associate or baccalaureate degrees. For a more complete analysis by demographic factors, contact the Academic Vice President.

## PLACEMENT RATE

The 2005 Spring Graduation class reported the following objectives:

<b>Placement Response Category</b>	<b>Percentage of Graduating Seniors Responding</b>
Pursue Travel	2.5%
Pursue Additional Education	18.5%
Pursue non-employment activities (i.e., marriage, volunteer opportunities, etc.)	9.9%
Pursue employment in my vocational/professional field	50.6%
Pursue employment based on location, compensation, or other reasons than by vocation or professional field	7.4%
Already employed in my vocational/professional field	11.1%

For a complete placement report, contact the Academic Vice President's Office.

## TITLE II: HIGHER EDUCATION ACT REPORT

Contact the Academic Vice president for a copy of the report.

The University submitted its first Title II Higher Education Act Annual Report for Teacher Education.

## EQUITY IN ATHLETICS DISCLOSURE ACT REPORT

Since Grace students do not receive funds for athletic scholarships, the University is not required to submit an EADA Report; however, we do voluntarily submit the report data to the U.S. Department of Education. While a complete report can be reviewed by contacting the Academic Vice President, a brief summary of varsity sports demonstrating equity in athletics at Grace is listed below:

<b>Gender</b>	<b>Sport</b>
Men	Soccer
Women	Volleyball
Men	Basketball
Women	Basketball

## CERTIFIED PUBLIC ACCOUNTANT'S AUDIT REPORT

Each year the University's financial records are audited by an independent certified public accounting firm. The results of this report are available for review. Contact the Vice President for Finance and Operations for a copy of the report.

## CAMPUS SECURITY REPORT

Each year, in accordance with the Higher Education Act requirements, the Student Development Office publishes a Campus Security Report regarding security policies, procedures, and crime statistics. Contact the Vice President of Student Services for a copy of the report.

## INSTITUTIONAL ASSESSMENT REPORT

Each year the Faculty prepares a report evaluating the effectiveness of the institution in student learning and in other areas of institutional research and assessment. The evaluation is based on assessment of the stated goals and objectives of the University. The results of this report are available for review. Contact the Academic Vice President for a copy of the report.



## Advanced Placement Exams (AP Exams)

Grace University participates in the Advanced Placement Program of the College Entrance Examination Board. Credit may be awarded to students who perform satisfactorily in certain college level courses in secondary school and who receive a score of "3", "4" or "5" on the Advanced Placement Examinations. The amount of credit (if variable) and

where the credit fits in a respective student's program requirements will be determined by the Registrar.

A total of 15 hours of credit can be earned through examinations such as AP, CLEP, and Challenge Exams. Credit can only be offered in fields of studies that are equivalent to those offered or approved by the University. The University follows the ACE credit recommendations as listed in this chart. Credit earned by AP examination is not counted towards residency requirements for graduation.

<b>Examination</b>	<b>Minimum Grade for Awarding Credit</b>	<b>Number of Semester Hours</b>
Art History	3	6
Biology	3	8
Calculus AB	3	3 to 4
Calculus BC	3	6 to 8
Chemistry	3	8
Computer Science A	3	3 to 4
Computer Science AB	3	6 to 8
Economics: Macro	3	3
Economics: Micro	3	3
English Language & Composition	3	6
English Literature & Composition	3	6
Environmental Science	3	4
European History	3	6
French Language	3	6 to 8
French Literature	3	6 to 12
German Language	3	6 to 8
Government & Politics: Comparative	3	3
Government & Politics: United States	3	3
Latin: Virgil	3	6 to 8
Latin Literature	3	6 to 8
Music Theory	3	6
Physics B	3	6 to 8
Physics C: Mechanics	3	4
Physics C: Electricity & Magnetism	3	4
Psychology	3	3
Spanish Language	3	6 to 8
Spanish Literature	3	6 to 12
Statistics	3	3
Studio Art: Drawing	3	6
U.S. History	3	6

## College Level Examination Program (CLEP)

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The College Level Examination Program (CLEP) is used to establish credit in certain college courses. A total of 15 hours exam based credit can be earned through examinations such as AP, CLEP subject examinations, and Challenge Exams; however no credit is allowed for CLEP general exams. Credit can only be offered in fields of studies that are equivalent to those offered or approved by the University. For CLEP exams that are approved by the University, minimum raw score requirements for credit, and credit hours approved per course are listed below.

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

Grace students are assessed a CLEP Exam Transcript Posting Fee. Fees for testing materials are assessed to all students taking CLEP examinations by the testing center. Fees are listed in the Financial Information section of this catalog. For additional information write to the Academic Affairs Office. The University is a CLEP Test Center, and its code number for the CLEP examination report is 6248. See below for a listing of CLEP Subject Exams accepted by Grace University.

### CLEP EXAMINATIONS FOR COLLEGE CREDIT

CLEP Subject Exams Offered and Accepted by Grace University	Minimum Acceptable Test Score	Amount of Credit Awarded
<b>Composition and Literature*</b>		
American Literature	50	3
Analyzing and Interpreting of Literature	50	3
Composition, Freshman College	50	3
English Literature	50	3
<b>Foreign Languages</b>		
French Language 2 or 4 semesters	50-62	6-12
German Language 2 or 4 semesters	50-63	6-12
Spanish Language 2 or 4 semesters	50-66	6-12
<b>Social Sciences* and History*</b>		
American Government	50	3
Educational Psychology, Introduction to	50	3
History of the U.S. I (Pre-1865)	50	3
History of the U.S. II (Post-1865)	50	3
Human Growth and Development	50	3
Macroeconomics, Principles of	50	3
Microeconomics, Principles of	50	3
Psychology, Introductory	50	3
Sociology, Introductory	50	3
Western Civilization I (Ancient Near East to 1648)	50	3
Western Civilization II (1648 to present)	50	3
<b>Science* and Mathematics*</b>		
Algebra (College)	50	3
Biology	50	4
Calculus	50	3
Chemistry	50	3
Pre-Calculus	50	3
<b>Business</b>		
Accounting, Principles of	50	3
Business Law, Introductory	50	3
Information Systems and Computer App.	50	3
Management, Principles of	50	3
Marketing, Principles of	50	3

*\*All Science, Mathematics, Social Science, History and Literature exams in addition to the CLEP Subject Exam in Information system and Computer Applications can also be used as General Education electives.*